

Report To: Joint Transportation Board

Date: 10th March 2015

Report Title: Future Roles & Responsibilities

Report Author: Jo Fox, ABC Health, Parking & Community Safety Manager
Lisa Holder, KCC Ashford District Manager

Summary: Report outlining arrangements for reporting highway faults and links to JTB.

Background

1. The recent restructure within Ashford Borough Council has aligned the Engineering Services function with the Parking Service in order to provide a more streamlined approach. This was therefore a good opportunity for us to consider the background and functions of the Joint Transportation Board (JTB) alongside the day to day working arrangements between officers from both ABC and KCC.
2. ABC and KCC Officers are working together to ensure there is a focused and efficient delivery on agreed joint projects. ABC Officers are now meeting on a bi-monthly basis with representatives from all areas covered within the KCC Highway works programme. This is proving a valuable opportunity for progressing reports and information sharing.
3. As well as these changes the Chairman and Vice-Chairman of the JTB and have discussed how they would like highway fault items to be addressed in the future and how this links to discussions at JTB meetings.

Arrangement for reporting highway faults

4. It is recommended that all items relating to highway faults such as potholes, drainage, faulty street lights, broken signs etc. must be reported to Kent County Council via telephone on 03000 418181 or online at www.kent.gov.uk/highwayfaults.
5. From this site it is possible to see all known issues, view any planned works, report multiple issues, upload photos as well as track any existing enquiries.
6. Most problems can then be placed into one of the following categories and the fault can be tracked using its reference number:

- Emergencies - to be responded to within 2 hours. Following assessment of the situation, if an emergency repair is required this is carried out within a further 2 hours
 - Urgent items - to be fully resolved within 24 hours
 - Less urgent items - to be fully resolved within 7 days or 28 days dependent upon the safety critical element
 - Planned / Programme works
7. When Board Members wait until a Joint Transportation Board meeting to report these issues, delay is caused and can take up officers' time unnecessarily deflecting them from their programmed work.
 8. Items that are appropriate for reporting to Kent County Council via Contact Centre should not need to be addressed at JTB meetings.
 9. If a Board Member would like to receive an update from Officers on a previously reported item to the Contact Centre, they are recommended to email the reference to the Ashford District Manager prior to the meeting so that an update can be prepared.
 10. By adopting this process it will ensure that resources are focused on supporting deliverable projects and allowing for a joint approach and reporting process for the JTB.

Board Members' Enquiries

11. For future JTB agenda it is proposed that there will be an item entitled 'Members' Enquiry Items'. Under this item Board Members will be able to raise for example the following:
 - Questions in relation to capital and revenue funded works programmes
 - Suggestions for future traffic regulation orders or street management proposals
 - Questions on policies, plans and strategies related to highways, road traffic and public transport.
 - Suggestion of future agenda items (subject to the Chairman's approval).

Conclusion

12. Hopefully by adopting these processes we will further strengthen our handling of JTB issues.

Contact: Jo Fox & Lisa Holder

Email: jo.fox@ashford.gov.uk & lisa.holder@kent.gov.uk