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| LONDON BOROUGH OF CAMDEN | WARDS: ALL |
| REPORT TITLE: SCHOOL RUN ANNUAL PROGRESS REPORT | |
| REPORT OF: DIRECTOR OF ENVIRONMENT | |
| FOR SUBMISSION TO: EXECUTIVE (ENVIRONMENT) SUB GROUP | DATE: 19 TH JULY 2005 |

SUMMARY OF REPORT:

The Executive agreed the School Run policy in July 2002 after a Scrutiny Panel Inquiry. This report is the second Annual Progress Report since the School Travel Consultation Steering Group was established in March 2003. Over the past year, further progress has been made towards implementing and consolidating the Council's School Run Policy with a further 11 school travel plans being received by April 2005. The Department for Education and Skills (DfES) are now considering these travel plans for approval.

This report provides a progress update on school travel plans, the administration of the school parking dispensation scheme and measures to support school travel plans. The report also outlines a future strategy and sets out a recommended work programme. Appendix 1 gives detailed progress on all items agreed at the July 2002 Executive.

Agreement is sought on both the proposed strategy and the priorities as set out.

Local Government Act 1972 – Access to information

Items used in the preparation of this report:

School Travel Consultation Steering Group Terms of Reference, Revised 24/11/03

Travelling to School: a good practice guide, Departments for Transport and for Education and Skills, September 2003

Raising Educational Achievement in Camden 2004 – 2009, Camden's Single Education Plan, October 2004

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RECOMMENDATIONS

That Executive (Environment) Sub-Group:

1. Notes progress made on developing School Travel Plans and the administration of the Parking Dispensation Scheme.
2. Agrees the strategy and future work programme as set out in Section 3, subject to identifying future funding.

Signed by Director/Assistant Director: _____

Date: _____

1. **BACKGROUND**

The Camden policy context

- 1.1 In response to high levels of public interest, Camden held a Scrutiny Panel Inquiry into the school run in the Borough in 2002. A cross party group of Councillors deliberated on over one hundred and sixty items of evidence from transport experts, parents, local residents and school representatives before setting out its conclusions in the School Run Scrutiny Panel Report in March 2002. The Council Executive adopted the majority of the panel's 31 policy recommendations in July 2002. Appendix 1 attached to this report summarises these recommendations and progress since the last annual report in April 2004.
- 1.2 From January 2003, parents of primary and nursery school children received dispensation permits, allowing grace parking in a residents' bay or on a single yellow line. In accordance with the agreed policy, each school's allocation was reduced by 20 per cent in September 2004. The 20 per cent reduction was based on the number of children reported in the 2003/04 travel plan as being driven to school. Permits are being further reduced over the next three years, as schools continue to develop and implement their travel plans.
- 1.3 Travel plans include a series of measures to manage and reduce each school's contribution to school run traffic. These measures should widen parent travel choices beyond that of the private car to more sustainable travel modes. Travel plans are led by a school travel plan co-ordinator and should involve parents, children, teachers, the local authority and other outside bodies.
- 1.4 The policy is primarily aimed at reducing the school run and its impacts including reducing parking stress, congestion, air pollution, road casualty and crime risk, especially in the vicinity of schools. This should allow parents and children to feel safer walking, using public transport or cycling to and from school. More active school travel will also help raise child health and fitness levels, reinforcing patterns of behaviour into adult life.
- 1.5 The school travel planning work is part of the Council's overall policy to reduce the use of private vehicles and increase walking, cycling and public transport use in the borough. This was developed with the Green Transport Strategy in 1998, which is subsumed in Camden's Community Strategy: *Our Camden Our Future*.
- 1.6 The School Travel Consultation Steering Group was set up in March 2003 to oversee progress towards these goals. It is made up of Councillors and the representatives of independent and maintained schools, early year's centres, resident groups and parents. It supports the work of the School Travel Plan Officer and is attended by officers from appropriate services from Environment and Education Departments.
- 1.7 Section 2 of this report provides an update on the work; and Section 3 sets out a future strategy involving some key recommendations to strengthen the Council's school run policy.

National and regional policy context

- 1.8 Camden's approach is at the forefront of national and regional policy. In September 2003 the Departments for Transport and Education and Skills jointly published "*Travelling to School: a good practice guide*". This document set the target for all schools in the UK to have a completed travel plan by 2010. The

government has provided funding to the Council for two years to provide a worker to assist in developing school travel plans and to schools for capital improvements to support travel initiatives.

1.9 The Children's Act 2004 now states that schools must take measures to ensure that children:

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution

1.10 OFSTED inspectors have highlighted that travel plans, by improving a child's journey to school, play an important role in achieving these objectives.

1.11 In 2004 Transport for London adopted their own London-wide target that all schools in the capital should have a travel plan by 2009. By 2006 40 per cent of primary schools in the Borough are expected to have an approved plan.

1.12 **Safer Routes to School (SRtS)** programme has now been renamed **School Travel Plan (STP)** by TfL. To increase uptake of school travel plans, TfL now makes funding for engineering schemes to improve safety on routes to and in the environs of schools conditional on the completion of a school travel plan. While this should provide schools with a greater incentive to produce a travel plan, it could distort the allocation of funds for engineering measures. Officers have expressed their concerns to TfL that this policy potentially discriminates against schools in more deprived areas. Schools facing educational challenges in deprived wards also may see a travel plan as less relevant to their situation as the majority (80-90 per cent of children) already walk to school. There are also likely to be fewer resources available to complete a school travel plan. So far, officers have been unsuccessful in persuading TfL to disentangle travel plans from the funding for engineering schemes. TfL argue that the policy decision to link travel planning and engineering schemes has been drawn from the national Travelling to School initiative run jointly by the DfT and DfES, which applies to all schools in the country.

1.13 One aspect of note is the Mayor's decision to allow young people under to the age 16 to travel free on public transport from September 1st. This supports the Council's policy of transferring school children to public transport for the journey to/from school.

1.14 The effect of these changes is to link the work of the school travel plan officer more closely with that undertaken in engineering. It is imperative that travel plans are developed for all schools, including those less able to dedicate resources to complete a plan, that require engineering schemes to be implemented.

2. SCHOOL RUN AND TRAVEL PLANNING 2004/05

2.1 Since Camden received 77 school travel plans in December 2003 progress has continued on implementing the 31 items in the Council's School Run policy, which are set out in Appendix 1 to this report. In summary these have:

1. Raised awareness of alternatives to the private car for taking children to and from school through promotional events like 'Time to Talk: Solutions for your school run.'

2. Delivered early implementation of travel plans by schools and nurseries, providing written advice on how to set up car share, walking bus and minibus schemes.
3. Facilitated TfL training for 'school travel champions' in February 2005 and cyclist instructor training for four volunteers in March this year.
4. Put in place a bi-annual monitoring scheme (summer and winter) to assess the impact of school travel plans. Results are available to compare autumn 2003 with 2004 and show a significant shift away from the car to other, sustainable modes.
5. Relayed school travel issues reported in each STP to relevant Council officers for their attention.
6. Overseen the allocation, distribution and administration process of School Parking Dispensation Permits.
7. Secured the delivery of 11 plans in March 2005, which have been put forward to Transport for London and the Department for Education and Skills for approval and, in the case of eligible state schools, grant funding.

For a more detailed report on our work during 2004/05 see Appendix 3.

Travel Plan progress

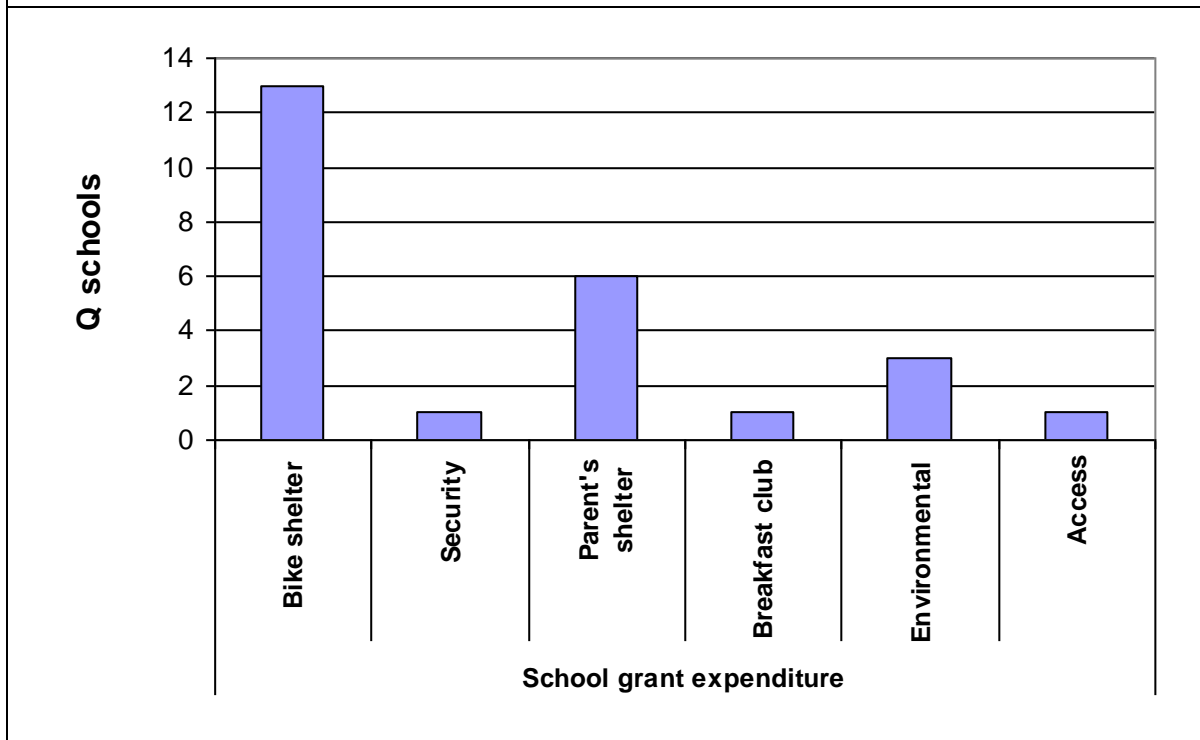
- 2.2 The table below sets out progress to date on developing school travel plans in Camden. There is a total of 155 schools in the borough of which 62 are nursery schools, 70 are primary and 14 secondary schools. Overall, 54% have a travel plan. It is important to note that only two schools in Camden had an active travel plan prior to March 2003.

| School Type | Travel plans received to date | Total schools | Percent of schools with travel plans |
|-----------------------------|--------------------------------------|----------------------|---|
| <u>Independent</u> | | | |
| Nursery | 30 | 52 | 58 |
| Primary | 29 | 29 | 100 |
| Secondary | 1 | 5 | 20 |
| <u>Maintained*</u> | | | |
| Nursery | 4 | 10 | 40 |
| Primary | 18 | 41 | 44 |
| Secondary | 1 | 9 | 11 |
| <u>Pupil Referral Units</u> | 1 | 2 | 50 |
| <u>Special Schools</u> | 0 | 6 | 0 |
| All Schools | 84 | 155 | 54 |

* Includes voluntary aided schools

- 2.3 In 2003/04 a total of 12 state and voluntary-aided schools met a nationally agreed standard and received DfES grants, 11 primary schools and one secondary school. Each school identified a measure they would like to fund through the grant as shown in the graph below.

School Grant Expenditure 2003-2005



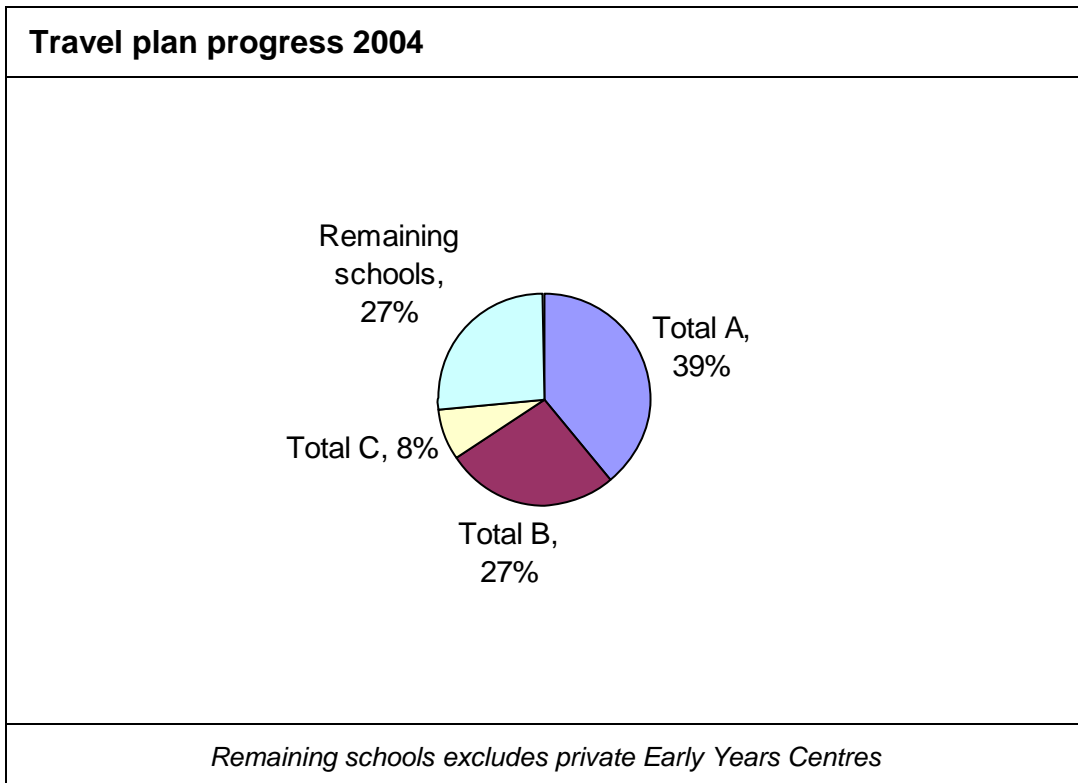
- 2.4 This year a further 11 schools are awaiting a quality assurance check by TfL's school travel adviser to receive DfES grants in 2005/06 after submitting their travel plans. Eleven travel plans were developed in 2004/05 at the following schools.

School Name

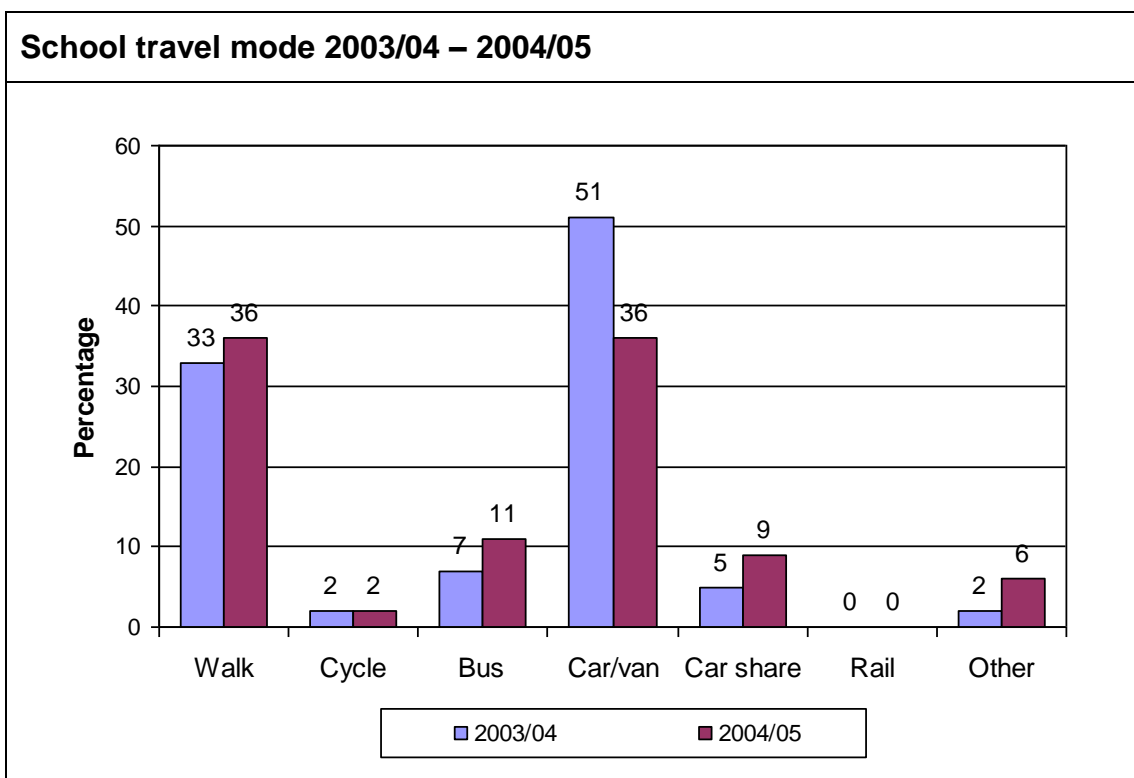
Hampden Children's Centre
 Regents Park Nursery Centre
 Langtry Nursery Centre
 Acol Nursery Centre
 One One Five Pupil Referral unit
 Beckford Primary
 Kingsgate Primary
 St Joseph's RC Primary
 Gospel Oak Primary
 Torriano Junior School
 St Margaret's School

- 2.5 The list includes four nursery schools and one pupil referral unit, making Camden the first Borough in London to receive travel plans from these institutions.
- 2.6 Camden's school travel plan team has also devised a grading system to track the quality of plans. Plans have now been graded according to how far they meet the government's travel plan criteria as set out in '*Travelling to School – A good practice guide*'.
- 2.7 In the view of Camden's school travel plan team, Grade A plans meet all of the criteria, although some minor changes may be necessary in consultation with the school, Grade B are working towards an acceptable standard with a survey

complete, but key elements of the plan missing, and Grade C have signalled an intention to produce a plan or are in the process of developing one.



2.8 Each participating school produced its own monitoring report in December 2004 on the effect of initiatives undertaken in the first year of its travel plan under the Council's new policy.



- 2.9 Preliminary analysis of the monitoring results shows a 15% decrease in car use since December 2003, corresponding to about 300 vehicles. Cycling has increased marginally, by less than one per cent and bus use by four per cent. Walking and car sharing have increased by three and four per cent respectively.
- 2.10 The reduction in car use is remarkable due to the fact that such a large number of plans were developed in such a relatively short time-scale. The actions arising from the plans require a substantial amount of partnership working and meetings, which are facilitated by council officers.

School Parking Dispensation Permits

- 2.11 The School Travel Consultation Steering Group (STCSG) continues to meet each term and has approved the criteria for reducing parking dispensation permits in September 2004 and 2005.
- 2.12 In order to establish a common baseline for all permit reductions, 20 per cent of permits were deducted from the number of children being driven to school as set out in the school's 2003/04 travel plan. An additional 10 per cent was added to the baseline cover instances of statistical error and to provide Head Teachers with a small number of permits to hold back and issue in unforeseen circumstances as the year progressed.

Phasing out permits smoothly

- 2.13 The school takes responsibility for deciding the criteria upon which permits are withdrawn from the system. Schools have been granted six years for permits to be phased out to allow parents already at the school and in receipt of a permit time to leave. Schools have been advised not then to issue permits to new starters on the expectation that they will make their own arrangements to access the school without a permit from the outset. Failure to do this will create ill feeling in future years as permits are withdrawn midway during a child's time at the school.
- 2.14 In order to find out if schools had held permits back from new starters, a questionnaire has been sent out to parents who wrote to protest about the impending loss of their permit in September 2005 (see appendix 4) as part of the second 20% reduction. The questionnaire also set out to find that, if parents had been issued with permits whether they also had been informed of Camden's permit phase out policy. Twelve responses from eight schools had been filed at the time of writing this report.
- 2.15 The survey found that half of the schools had given permits to new starters after September 2003 when Camden's scheme started. According to the respondents, of these four schools, three had not been informed on receiving a permit that they would lose it at some point during their child's education at the school.
- 2.16 The reduction in permits has generated a large amount of activity by parents who are concerned about the reduction. A group, School Travel Action Group, was formed, which has lobbied councillors and officers. A considerable number of letters have been received and considered replies have been given. This policy has shown that parents take an active interest in school travel and has enabled the Council to inform them that the action is being taken as a consequence of recommendations of a cross-party Scrutiny Panel, which had sought the views of residents, parents, schools and many others.

- 2.17 At the most recent STCSG meeting it was agreed that the Chair would advise a review of Camden's parking permit reduction programme in spring 2007 once 60% of the permits had been removed from the system.

3. SCHOOL TRAVEL PLAN STRATEGY TO 2010

- 3.1 Camden's strategy for school travel plans revolves around the following:
- 1) Consolidating, improving and implementing existing plans
 - 2) Monitoring existing plans
 - 3) Publicising and promoting school travel plans
 - 4) Assisting schools to develop travel plans for the first time
- 3.2 All independent primary schools in Camden now have a travel plan as do state primary schools making the highest contribution to school run traffic situated in the north of the Borough. Most of these plans already reach a high standard. Nearly all the state schools for example already have their travel plans approved by the DfES.
- 3.3 One objective of our strategy over the next four years is to ensure that independent schools also receive national recognition for their travel plans and that they become DfES approved. Seven plans per year will need approval to meet the TfL target for all schools to have an approved travel plan by 2009.
- 3.4 Officers will also need to maintain momentum amongst state schools already in receipt of DfES grant to strengthen efforts to improve their plans. A detailed work programme will be set out in the LIP (Local Implementation Plan), which will be reported for approval to the Executive (Environment) Sub-Group in October. For a review of work programme elements recommended in the 2004 Annual Report, see Appendix 2 of this document.
- 3.5 The linkage of parking dispensation permits with receipt of a yearly travel plan action plan update and bi-annual monitoring report continues to be a reasonably effective way of evaluating the success of our travel plan strategy. As the number of available permits diminishes, however, this is likely to become less of an incentive. The parking dispensation policy review proposed in spring 2007 will be the time to ensure that an adequate monitoring incentive is available.
- 3.6 The school travel plan officer was also asked by the STCSG to conduct an independent monitoring of the impact of Camden's parking dispensation scheme and the implementation of school travel plans. As part of the evidence gathered for the School Run Scrutiny Panel in 2001/02 officers conducted traffic surveys on four separate streets in NW3. Officers intend to duplicate these surveys in 2006/07 subject to funding being made available to do so in the BSP for 2006/07.
- 3.7 The greater integration of safer routes to school funding with school travel plans does not alter Camden's approach to implementing measures as set out in the 2004 Annual Report. The basic programme format remains as shown in the table below.

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| <p>Year 3 (2005/6) “Current year”</p> <p>Implement grant-funded measures from the December 2003 school travel plans where funding has been allocated as part of the 2005/6 BSP budget. Conduct feasibility studies or prepare for consultation on projects identified in plans received in March 2005. Continue to assess requests from schools completing travel plans in March 2005 for grant-funded projects and prepare BSP bids for 2006/7 where appropriate.</p> <p>Monitor all existing travel plans for implementation progress in autumn term 2004 and summer term 2005.</p> <p>Reduce parking dispensation permits by a further 20 per cent by Sept 2005.</p> |
| <p>Year 4 (2006/7)</p> <p>Implement grant-funded measures from travel plans that were submitted in March 2005 where funding has been allocated as part of the 2006/7 BSP budget</p> <p>Monitor all existing travel plans for implementation progress in autumn 2005 and summer term 2006.</p> <p>Reduce parking dispensation permits by a further 20 per cent in Sept 2006.</p> |
| <p>Year 5 (2007/8)</p> <p>Continue with travel plan development, implementation and monitoring as appropriate.</p> <p>As recommended by the School Travel Consultation Steering Group, review the reduction of parking permits in spring 2007 when 40 per cent remain.</p> |

4. COMMENTS FROM THE DIRECTOR OF EDUCATION

- 4.1 The Director of Education notes the good progress made. The Education Department will continue to work closely with the Environment Department to seek to ensure the success of school travel planning in the borough. In acknowledgement of this, the Single Education Plan (SEP) *“Raising Educational Achievement in Camden 2004 – 2009”* included a reference to promoting school travel planning as a objective, in line with the Government’s expectations that all schools will have plans in place by 2010.
- 4.2 As part of the work in replacing the SEP and moving towards producing a Children and Young People’s Plan for April 2006, this agenda will be important to the outcomes for Children and Young People in Being Healthy and Staying Safe.
- 4.3 In welcoming progress the Council should be mindful that schools have before them a significant agenda aimed at continuous educational improvement and supporting the Every Child Matters agenda and that work around school travel planning needs to support the achievement of that aim.

5. FINANCIAL IMPLICATIONS

- 5.1 In 2003/04 and 2004/05, the School Travel Plan Officer was funded from the Environment Department's Resource Budget. Commitment to fund the post this financial year (2005/06) is being discussed, with a view to accommodate within departmental resources.
- 5.2 There is pressure on departmental budgets, which gives difficulty in assigning financial resources for 2006/07 onwards. The grant from the Departments for Transport and Education and Skills of £24,000 for 2004/05 and 2005/06, which is used to employ an assistant for the School Travel Plan officer, currently finishes in March 2006. At present, there is no indication that this will be renewed. A bid for resources is being made within the financial survey for 2006/07 but there is no certainty that this will succeed. If this resource is not found, the activity will have to be curtailed or severely restricted, which will risk TfL not funding the engineering programme of safer routes to school. The only alternative is to re-allocate resources from within the department.
- 5.3 The capital grant available for schools from the DfES is paid directly to schools on the basis of their Travel Plans but, again, there is no indication that this will continue beyond March.
- 5.4 With the linking of travel plans and engineering schemes (formerly SRtS) in the School Travel Plan programme, it will be essential to continue work on the school travel plans if the Council is to continue to provide engineering schemes that reduce road danger in the vicinity of schools and encourage walking and cycling to school. Local Safety Scheme funding is not necessarily applicable to these types of schemes as it is only available for sites where there is an identifiable pattern of road casualties over recent years.
- 5.5 To assist the programme outlined above, Camden has bid for funding as part of the 2006/07 Borough Spending Plan (BSP). Funding is being requested to provide assistance in developing school travel plans and teacher supply cover funding. The bid for 2006/07 covers the assistance of consultants to ten schools where no school travel plan has yet been developed and where no road safety review, involving site visits and input from local authority officers has taken place.
- 5.6 The BSP bid for 2007/08 would cover schools where school travel plans have been developed but there have been no site visits from local authority officers. Assistance would cover helping the school to carry out consultation with the pupils involving surveys and site visits. All school travel plans revised to incorporate a road safety review would be submitted to TfL for approval.
- 5.7 The bid for 2008/09 would cover schools that currently have no school travel plan but where there have been site visits from local authority officers. Assistance would cover helping the school to work with the school community to develop a school travel plan.
- 5.8 Schools for 2008/09 would include those that do not currently have a school travel plan. This list may be revised should these schools produce travel plans prior to 2008/09.
- 5.9 Funding to develop and implement school travel plans come from a combination of grants including Transport for London and central government.

6. FINANCE COMMENTS

- 6.1 The comments of the Departmental Finance Officer have been incorporated in this report.

7. LEGAL COMMENTS

- 7.1 Director of Law and Administration has been consulted on this report and the comments have been incorporated. The Director of Law and Administration has no further comments.

APPENDIX 1: RECOMMENDATIONS FROM THE SCHOOL RUN OFFICERS' REPORT (ENV/2002/117) – JULY 2002

| Para in Scrutiny Report | Recommendation agreed to take forward | Action to date |
|--------------------------------|---|--|
| 15.20 | Parking dispensation times to be periodically reviewed but not increased | Permit times extended in afternoon to reflect staggered school finishing times from 3.00pm to 4.30pm to 2.45pm to 4.30pm. |
| 15.44, 15.46, 15.48 | School Travel Plan Officer devise formula for dispensation numbers and adapt review on annual basis with the assistance of the Steering Group. Schools required to inform Council of permits issued | Permit allocation for September 2004 based on school travel plan survey results plus a 10 per cent margin for error, minus 20 per cent reduction. Action agreed by Steering Group. New permit reduction of 20 per cent to be carried out in September 2005. During the Autumn Term meeting 2005 the STCSG to discuss reductions applied to nursery schools. |
| 16.6 | Appoint School Travel Plan Officer | Officer appointed on 13 th January 2003. Officer now supported by a project assistant who started in March 2005. Funding guaranteed by the DfES for this second position until April 2006 |
| 16.7 | Establish small Consultation Steering Group to develop and monitor school travel plans | Representation from residents, schools' and parent representatives. Cross party membership chaired by Cllr Harrison. First meeting in March 2003. Meets once a term. |
| 16.10 | Council to encourage all schools to produce school travel plans | 77 schools and nurseries in school parking dispensation scheme with travel plans in first year. 11 schools submitted plans for DfES approval in March 2005. A further 11 schools targeted to complete a plan by March 2006. |
| 19.5 | Strict enforcement of parking controls | 13 Parking Attendants are dedicated to addressing the School Run problem. Sporadic periods of special enforcement are carried out in areas severely affected by school run traffic. Officers are now using a mobile CCTV vehicle to provide filmed evidence of contraventions and information on parking practice in the area around schools. This will help make the environment around schools safer. Fixed CCTV cameras are being installed in areas of severe school run traffic stress. |

| Para in Scrutiny Report | Recommendation agreed to take forward | Action to date |
|--------------------------------|--|---|
| 19.11, 19.12, 19.13 | Recommendation relating to abuse of parking attendants | No report of frontline staff abused or assaulted in pursuit of their duties enforcing parking regulations in NW3 although officers remain alert to any cases that may come to light in future. |
| 20.12 | Lobby for new West Hampstead, Kilburn, Cricklewood bus service | Issue raised with London buses at the London Transport Liaison Group. Remaining low priority for London Buses because of perceived insufficient passenger demand and lack of a satisfactory route. Officers successfully lobbied for the 603 service to become permanent. The Hampstead Bus Study provided evidence for dedicated bus services to schools. Officers currently building on the study by exploring ways to adapt existing PlusBus services for use on the school journey. |
| 20.13 | Increased bus frequencies | Increased frequencies and capacity on many routes in Camden since congestion charge. Where an insufficient service exists for school pupils, the LT Liaison Group Officer assesses opportunities to lobby for changes. Officers intend to review letters from parents and feedback from Talk to School Day on 19 th May to see if specific issues are raised around bus routes. |
| 21.6 | Use of spare capacity on existing routes of SEN school buses (see 20.12) | As STP work progresses, officers remain mindful of opportunities to use spare capacity on existing SEN rounds. Issues like maximum journey times, variations to rounds and the needs of SEN pupils compound against large use of spare capacity. There are currently only a very limited number of spaces on any of the buses. This is due to a number of new starters at Swiss Cottage School and 20+ pupils who have been awarded transport on exceptional circumstances. |
| 22.7 | Re-designate residents parking bays for shared use with school buses | No proposals from schools yet on how they would make use of shared use bays or on whether any single yellow line areas could be converted in their vicinity. Likely to be difficult to keep school bus parking bay free during times required in areas of high parking stress. |
| 23.3, 30.9 | Remote drop off and collection points | The O ₂ landlords do not presently support a park and walk scheme. Development Control advised of STP officer interest in any forthcoming planning application. Six cars only used the Heath car park during Talk to School Day on 19 th May 2005. Further evidence of commitment required from parents before investigating options for park and stride schemes. |
| 24.4, 24.9 | Walking buses. Fluorescent jackets | Following a pilot at Argyle School and receipt of school travel plans, Camden attempted to set up seven walking buses in NW3 in 2004. A lack of parent volunteers meant that none were pursued. |

| Para in Scrutiny Report | Recommendation agreed to take forward | Action to date |
|--------------------------------|--|--|
| 25.2 | Increased cycle training | TfL funding secured for secondary schools' cycle training for 3 years to March 2006. TfL funding secured for Year 5 & 6 Juniors for 1 year 2005-06. This funding will enable Camden to focus more upon on road training, in line with Cycle Training National Standards and will help meet cycle training targets listed in Camden Cycling Plan – 2 nd Annual Review 2003. |
| 25.3 | Cycle provision as part of Safer Routes to School Schemes (SRS) | All SRS schemes involve measures to improve conditions for pedestrians and cyclists. Officers have introduced specific measures for cyclists as part of the Haverstock Secondary School SRS. Improvements to a cycle route to Gospel Oak Primary. |
| 25.4 | Grants to schools for cycle facilities | Six schools received cycle parking facilities in 2004/05 including one independent school as part of Transport for London school cycle parking programme. Programme now linked to schools that have a travel plan and provide evidence of the potential impact of new cycle parking on modal shift. |
| 26.4 | Encourage Car sharing | Advice now available on Camden's school travel plan website on how to set up a school car share, minibus and walking bus scheme. |
| 27.3 | Panel recommends that schools that did not take part in Safer Routes to Schools Access Audit be approached | During 2004/05, the Council consulted children and young people at four schools and implemented measures in the vicinity of eleven schools. During 2005/06, The Council is consulting with children and young people at three schools and planning to implement measures in the vicinity of six schools. |
| 27.4 | Invitation to all schools to apply for a zig zag zone | All schools were invited to apply during 2004/05. The applications have been assessed and changes to signs and road markings identified. However, there is currently no funding available for public consultation and implementation (subject to consultation). The programme will be taken forward when further funding has been identified. |
| 27.6 | Traffic signals Arkwright Road/ Fitzjohn's Avenue – Review | Officers will be reviewing these signals during 2005/06 with a view to improving pedestrian facilities at the junction. Any possible changes would be subject to consultation and available funding |

| Para in Scrutiny Report | Recommendation agreed to take forward | Action to date |
|-------------------------|--|---|
| 27.7 | Re-look at unofficial one-way system in Netherhall Gardens/Maresfield Gardens and give consideration to introducing yellow box junctions along Fitzjohn's Avenue | Officers have given the matter consideration and, in light of other priorities do not intend to proceed with this option at the present time given the lack of residents' support and the need for intrusive variable sign messaging. |
| 27.10, 27.11 | School Crossing Patrols (SCP) – review | The Public Safety Team took over responsibility for this service in January 2003. The number of School Crossing Patrols has increased from four to ten. |
| 27.15 | Safety Skills Training for young people | <p>Kerbcraft: The Public Safety Team received DfT funding to take part in this national pilot for 2 years to March 2006. Children aged 5-6 years are taught road crossing skills with the help of parent volunteers. Schools targeted are in wards with higher child casualty numbers and which score high on the social deprivation index.</p> <p>Pedestrian Skills for 9-10 year olds: The Public Safety Team received funding from the Neighbourhood Regeneration Fund, to deliver this 2 year project to March 2006. It aims to reduce casualties amongst 11-14 years olds when statistics show they are most at risk. Target schools are in NRF areas.</p> <p>The Pedestrian Skills coordinator works with Council Street Wardens to teach children road sense in small groups. The intention is to develop important lifeskills before children transfer to secondary schools when they gain more independence and are often faced with longer and more complicated journeys to school.</p> |
| 28.3, 28.5 | Changes to UDP | The Council is awaiting the Inquiry Inspector's report (expected autumn 2005). |

APPENDIX 2: RECOMMENDATIONS FROM SCHOOL RUN POLICY UPDATE 2004

| Para in School Run Policy Update 2004 | Recommendation agreed to take forward | Action to date |
|--|---|--|
| 3.5.1 | Setting up a council wide officers school travel plan working group | A group has been set up composed of the Head of Public Safety, Camden's Safer Routes to School and School Travel Plan Officers. |
| 3.5.2 | Developing a data analysis tool to allow schools to conduct travel surveys in an IT suite | STP Officer informed that TfL are intending to develop a tool for introduction by September 2006. |
| 3.5.3 | Developing a school travel plan curriculum pack | Pack now made available from LB Islington. Subject to resource funding from TfL, this pack should be adapted for Camden during 2006. |
| 3.5.4 | A seminar and training programme for travel plan co-ordinators | Successful training seminar organised with Transport for London in February 2005. Another planned for January 2006. Resource limitations meant that no Camden training seminar was developed this year. Individually tailored advice was provided to 18 schools that expressed an interest in developing a plan. |
| 3.5.5 | Advice notes to assist travel plan co-ordinators at schools to set up car share, bus, cycling and walking schemes | Packs developed and made available on Camden's school travel plan website www.camden.gov.uk/stp for car share, minibus and walking bus set up guides. |
| 3.5.6 | School travel awards ceremony | Idea developed to run a ceremony in January 2006, prizes and trophies available. Some slippage has taken place due to a campaign against parking permit reduction. |
| 3.5.7 | Renewing Fresh Start | Completed during academic year 2004/05 and now running during the summer term with 21 schools. Rewards include a pedometer for every child in the class that makes the greatest effort to travel to school sustainably. Scheme backed up by year round Walk on Wednesdays. |

| Para in School Run Policy Update 2004 | Recommendation agreed to take forward | Action to date |
|--|--|--|
| 3.5.8 | Bidding for pilot school bus status following the Hampstead School Bus Feasibility Report | Officers are currently exploring the possibility of using existing PlusBus transport services to take children to school in the morning. |
| 3.5.9 | Publicity campaign to inform parents of environmentally sustainable options of getting to school | A leaflet produced in conjunction with parents at Hampstead schools notifying parents of travel options and highlighting the benefits, personal and social derived from taking the bus, walking, cycling or car sharing. |

APPENDIX 3: PROGRESS ON SCHOOL TRAVEL PLANS 2003/04 – 2004.05

Publicity and promotion of school travel plans

- 1 In October 2004 we used 'Take your Councillor to School Day', part of Local Democracy Week for two school councils to present their travel plan to Councillors on the School Travel Consultation Steering Group. Councillors emerged from the experience with a better understanding of the kinds of travel issues facing primary and secondary pupils in Hampstead and Highgate.
- 2 Under Transport for London's 'Good Going' brand, in September 2004 we produced a schools travel newsletter sharing best practice and advertising TfL and Camden school travel initiatives and offers.
- 3 We designed a leaflet sent out to all schools without a travel plan in September 2004 to advertise the availability of a DfES grant for all schools able to complete one by March 2005.
- 4 All parking dispensation permits have had pictorial advertising on the back cover highlighting the impact of school run traffic on delaying emergency vehicle response times.
- 5 In May 2005 the school travel plan team began a new initiative to promote alternative travel to and from school in the NW3 area. Called 'Talk to School: Solutions for your school run', a leaflet was distributed to all 28 schools in Hampstead and Belsize wards. It was funded in part by Transport for London and led by a new parents' organisation, The School Travel Action Group (STAG).
- 6 Marking a new departure in the discussion on school travel, the leaflet emphasised better quality time to spend with children when walking, catching the bus or cycling in comparison to 'conversations with the back of your head' exchanges that take place when driving. The leaflet gave practical information on how parents and carers could take advantage of sustainable travel options and included a handy, fold out and keep map highlighting key routes in and out of the area by bus, train, tube and on foot.
- 7 'Talk to School Day' on 19th May drew local and regional news attention including debates on BBCTV London News, press interviews with Councillors, parents and school Head Teachers. Much of the material was positive, concentrating on the range of options open to parents and efforts made by Camden in partnership to promote alternative travel including two cycle trains, a school bus from Crouch End and a walking crocodile from a 'park and stride' site, the East Heath Car Park.

Assistance to develop a travel plan

- 8 Due to the large number of school travel plans submitted to Camden in December 2003 the Council has adopted a managerial approach to assisting schools in travel plan development. Heavy reliance is therefore placed on schools using the website for guidance backed up by meetings as and when necessary. Schools will usually invite the travel plan officer to discuss the process leading up to submitting a plan at project inception stage and follow this up with a further meeting once barriers to mode shift have been identified. In 2004/05 assistance to develop a travel plans included:

- Camden's school travel plan website remains available to take schools through this process (see www.camden.gov.uk/stp for more details). The website is backed up with telephone and email support, handling over 40 emails and letters and over 100 calls a month.
- Camden's website now includes a school travel plan task checklist and meeting agenda guides to help the co-ordinator organise the process of developing a school travel plan.
- Advice guides produced by the school travel plan team, to show schools how to set up car share and minibus schemes. Advice is also available on when these particular initiatives might be appropriate.
- Web-based support has been backed up by visits to schools engaged in developing a travel plan. In 2004/05 visits were made to the provide STP development advice to 17 schools in Camden.
- Intensive work with five schools that are part of the Safe Routes to School Scheme in 2005/06 to bring their travel plans up to DfES approved standards.
- A school travel champions conference was organised in conjunction with Transport for London in February 2005. This was publicised at all schools, especially those seriously engaged in completing their travel plan in time for the end of March deadline.

Travel plan implementation

- 9 Following receipt of travel plans in December 2003 **road safety engineering, training or cycle engineering and training issues** contained therein have been allocated to relevant bodies within Camden for a response. This process is being repeated for the most recent plans submitted in 2005.
- 10 11 state schools have been awarded their STP grant from the DfES. This money has been used to install cycle shelters, showering facilities, covered parents waiting areas, and on-site environmental improvement schemes.
- 11 In 2004/05 a number of road safety engineering measures were installed in Hampstead as part of the school travel plan programme. In total these measures were funded by over £250,000. Measures included:
- Traffic calming on East Heath Road,
 - Build-outs to ease pedestrian crossing especially for children on Lyndhurst Road,
 - A new zebra crossing on Fitzjohn's Avenue and payment for a school crossing patrol officer also on Fitzjohn's Avenue
 - Traffic islands to make safer crossing possible on Fitzjohn's Avenue
- 12 The large number of school travel plans has prompted the selection of travel awareness measures by the school travel plan team that have the potential to benefit the largest possible number of schools.
- 13 In 2004 the School Travel Plan Officer worked with consultants Steer Davies Gleave to develop a **green travel incentive scheme** tailored to Camden known as "**Fresh Start**" which ran in the summer term 2004. In the Autumn Term 2005 the scheme was updated and is running again this summer. Feedback received

from schools in 2004 indicated that the scheme had helped to meet travel plan car reduction targets.

- 14 Fresh Start has been supported by a year round **school travel incentive scheme** called “**Walk on Wednesdays**” or “**A Walk in the Week**”. Children receive a metal foot badge if they walk every Wednesday in the month. Those who walk for three or less receive a certificate for doing so. Again, response to the scheme has been positive so far.
- 15 The school travel plan team nominated 12 aspiring **cycle** trainers to receive Cyclist Instructor Training funded by Transport for London in 2005. Due to unprecedented levels of demand in the capital TfL funded only four out of the 12. The remaining eight nominees are being kept on file should further instructor training opportunities materialise.
- 16 **Cycle** shelters have been provided for six schools as a result of successful bids through the Mayor’s Cycle Parking Fund. Of the six schools, four already have active travel plans and one other is at the draft travel plan stage. Working with cycle training officers we are linking infrastructure provision to a cycle training programme where school engagement and resources allow.
- 17 In the Hampstead area in 2004 officers worked with consultants Mouchel Parkman to conduct a **school bus** feasibility study. Consultation results were encouraging, and work continues to explore opportunities in this area. Central government funding is no longer available to support a bids for school bus schemes as the school transport bill was not made into law during the last parliament. Camden is currently investigating the feasibility of adapting existing transport services as a way of tackling the school run. Any buses would operate as part of a pilot project and would be subject to a charge to cover the costs of operation.
- 18 Advice has been provided to schools on the possible use of parking dispensation permits to encourage parents to enter into **car share** arrangements. This has been backed up by a written car share advice guide now available on the Camden school travel plan website. A **school minibus** set up guide is also available online.
- 19 The Council has continued to lobby for **improvements to existing bus routes**. We are pleased to report the move from pilot to permanent status of the 603 bus operating between Muswell Hill and Swiss Cottage. Work to promote greater bus use at travel plan schools through Buswise has been temporarily halted due to a re-organisation of the London Transport’s Schools Education Programme.

Monitoring School travel plans

- 20 It is a national requirement that all school travel plans provide regular monitoring updates, both indicating the effect of a travel plan on reducing car use and any changes to actions in the plan.
- 21 In Camden a bi-annual monitoring framework for summer and winter travel now exists to help evaluate the effectiveness of school travel plans. The results of first year monitoring comparing Autumn 2003 to Autumn 2004 can be seen in the diagram in paragraph 2.8.
- 22 At the end of the academic year 2004/5 schools are providing a full monitoring report on the effectiveness or otherwise of measures that they have introduced, their planned response to these findings and an updated action plan for 2005/06.

Further statistical monitoring will be reported on how children usually travel to school which will be compared with results in summer 2006

APPENDIX 4: SCHOOL RUN PARKING PERMIT QUESTIONNAIRE



School Run Parking Permit Questionnaire

We are continually reviewing the implementation of our School Run policy. In order to help us to do this, please take a few moments to complete the following questions and return the form to us in the Freepost envelope provided.

1. Ages of your children and the schools they attend:

Child 1: Age School.....
 Child 2: Age School.....
 Child 3: Age School.....
 Child 4: Age School.....
 Additional:

(Please use the other side of this sheet if you require more space)

2. Please tell us which school(s) have issued your parking permits in the past, and the dates that you received your first permit(s):

| | | | | | |
|--------------|------|--------------|------|--------------|------|
| School name: | | School name: | | School name: | |
| Month | Year | Month | Year | Month | Year |
| | | | | | |

3. When did your school(s) advise you that Camden has a policy of reducing the number of parking permits allowed to the school each year?

| | | | | | |
|--------------|------|--------------|------|--------------|------|
| School name: | | School name: | | School name: | |
| Month | Year | Month | Year | Month | Year |
| | | | | | |

4. Have you been advised of a date when your permit will not be renewed? If so, what is that date?

.....

Thank you for taking the time to provide us with this feedback. Your response will be relayed to Camden’s School Travel Committee Steering Group for consideration.

Please return this form to us in the FREEPOST envelope provided.