

Agenda Item No:

LONDON BOROUGH OF CAMDEN	WARDS: ALL
REPORT TITLE: Review of School Run Policy and the Issue of Dispensation Permits	
CENV/2006/101	

REPORT OF: Director of Culture & Environment
FOR SUBMISSION TO Executive (Environment) Sub Group
DATE 21 st November 2006

SUMMARY OF REPORT

This report reviews the school travel plan and school run work of the Council since the last annual report to the Executive (Environment) Sub-Group in June 2005. The policy of reducing parking dispensation permits is now in the fourth year of its six-year programme.

This report also outlines the proposed review of the policy that is programmed to take place between now and May next year in order that any changes to policy can be implemented in time for September 2007. It is proposed that the process will involve the School Travel Coordination Steering Group (STCSG), the Culture and Environment Scrutiny Committee, with the final decision on if and how the policy is changed being taken by the Executive (Environment) Sub-Group in May 2007.

Local Government Act 1972 – Access to Information

No documents that require to be listed are used in the preparation of this report.

Contact Officer: Simon Bishop, School Travel Co-ordinator
Transport Planning Team
Forward Planning and Projects

Telephone: 020 7974 5965

E-mail: simon.bishop@camden.gov.uk

RECOMMENDATION

That the Executive (Environment) Sub Group:

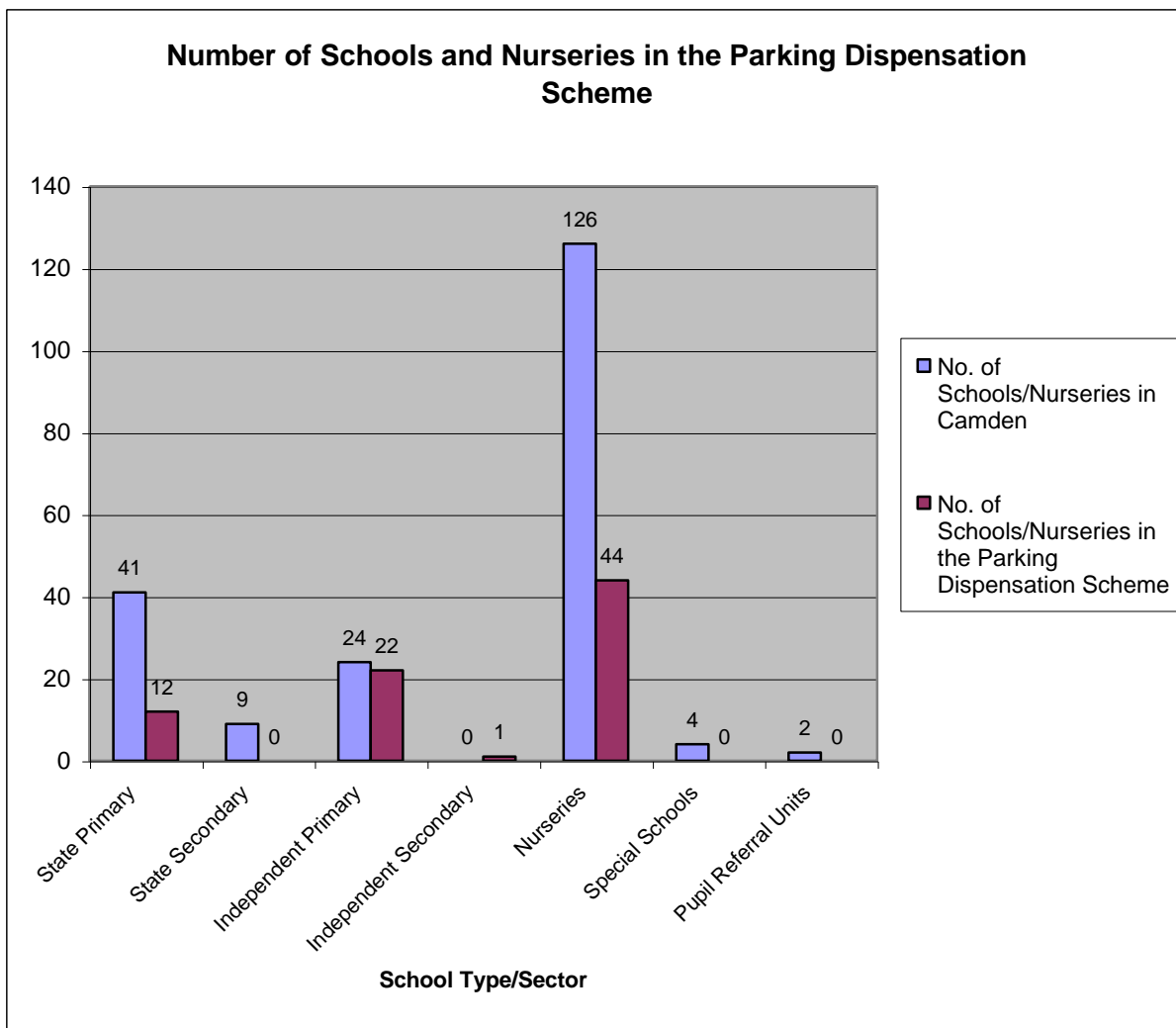
1. Note progress made in the implementation of Camden's School Travel Plan Strategy since the last annual report in July 2005 in Section 2 of the report
2. Agree the process for a review of Camden's School Travel Plan Strategy
3. Agree the evidence proposed to be collected and scope of the review.

Signed by Director/Assistant Director:

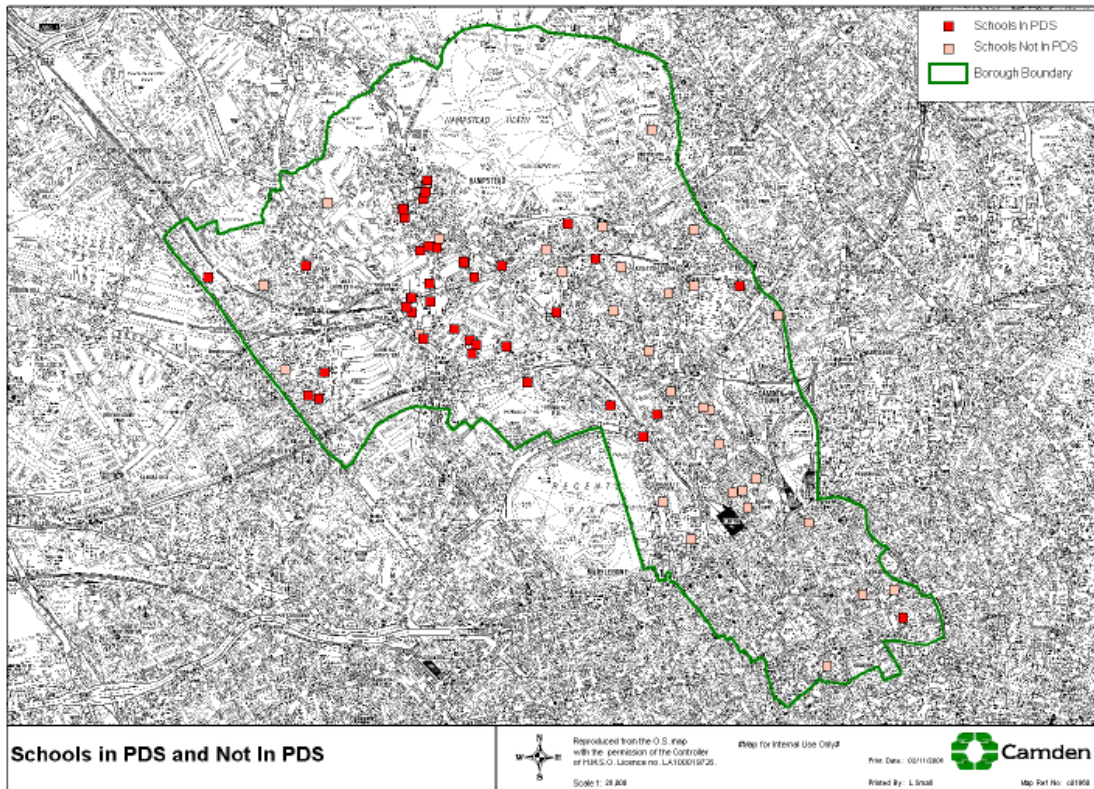
Date:

1.0 INTRODUCTION

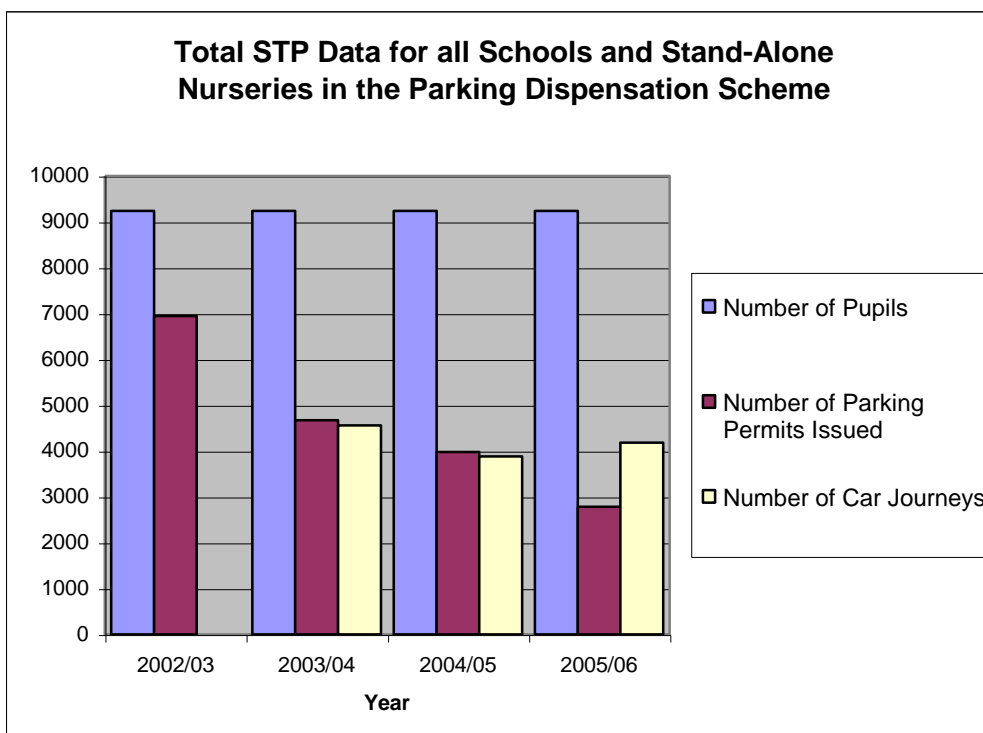
- 1.1 In response to high levels of public interest, Camden held a Scrutiny Panel Inquiry into the school run in the Borough in 2002. A cross party group of Councillors deliberated on over one hundred and sixty items of evidence from transport experts, parents, local residents and school representatives 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.
- 1.2 One of the report's key recommendations was to set up a School Travel Consultation Steering Group (STCSG) composed of representatives from schools, residents groups and Councillors. The group has since been expanded to include parent representatives. The group meets on a termly basis. Officers from relevant parts of the Council and the Metropolitan Police attend the group. The STCSG advises and assists Camden's School Travel Plan Officer in the implementation of the School Run Policy, making recommendations to the Executive Member for Culture & Environment when necessary. The STCSG has no decision-making powers but will perform a key consultative role during the forthcoming policy review.
- 1.3 Children Schools and Families works closely with colleagues in the Culture and Environment 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.
- 1.4 The first part of this report reviews the school travel plan and school run work of the Council since the last annual report to the Executive (Environment) Sub-Group in June 2005. Appendix 1 gives information on the school travel plans and the changes in pupils' travel to school.
- 1.5 The second part outlines the proposed review of the policy in line with manifesto commitments of the Partnership Administration to review the school run policy during this academic year. It outlines the process and timetable, and proposed scope of the review and the evidence proposed to be collected.
- 1.6 The policy of reducing parking dispensation permits is now in the fourth year of its six-year programme. Parking dispensations allow up to 15 minutes parking on single yellow lines or in residents' bays. At the outset, secondary schools were excluded from the scheme. The scheme has already received national recognition, being awarded "The Most Innovative Transport Project" at the London Transport Awards 2006.
- 1.7 37 schools take part in the scheme, 12 state sector primary out of 40 and 22 independent primary out of 24. 37 out of 121 nurseries are also participating in the PDS (see graph below). The total number of students attending schools covered by the scheme equals nearly 9,500.



1.8 The map below shows where schools in the parking dispensation scheme are situated in the Borough. They are predominantly situated in the northern areas of Hampstead and Belsize. 70 per cent of the permits are allocated to independent primary schools. In relation to nurseries, only a quarter (44 out of 126) are in the nursery parking dispensation scheme. Just under half of Camden nursery schools (60 out of 126) do not receive either nursery or school parking dispensation permits.



- 1.9 Starting in September 2004 permits have been reduced at a rate of 20 per cent a year. Forty percent of the original September 2004 permit quota remains, a fall from 6,944 permits in 2003/04 to 2,780 now. Permits now cover 30 per cent of the roll at all schools participating in the scheme. According to existing Council policy, all permits, barring those issued to children with special mobility needs, will be phased out by September 2008.
- 1.10 The graph below shows the relationship between school rolls, parking permit allocations and car use since the start of the scheme in 2003 across all school sectors. According to schools' self reported data the first year of the scheme from 2003/04 to 2004/05 witnessed a reduction in car use followed by a modest rise between 2004/05 and 2005/06. Car use fell by eight per cent in the first year of the scheme and rose by eight per cent in the second year. Overall, the number of vehicles has fallen by a small margin (76 vehicles). Data is not yet available for this academic year although anecdotal evidence from residents points to a reduction in traffic. It is important to bear in mind that car use data is provided by schools based on hands up surveys with pupils. For graphs showing the relationship by sector and to view the impact of the scheme on mode of travel to school please refer to **Appendix 1**.



* Car journey data not available for first year of the scheme when schools requested an unconstrained number of parking permits.

2.0 SCHOOL TRAVEL PLAN POLICY UPDATE

- 2.1 Since the publication of the last School Run Annual Progress Report on 19th July 2005 a number of important developments have taken place.
- 2.2 Transport for London (TfL) will not fund school travel improvement schemes (previously Safe Routes to Schools schemes) unless schools in the area possess a travel plan approved by them. This policy has profound consequences for Camden's policy, limiting the Council's ability to bid for funding from TfL to facilitate sustainable means of travel to and from school.
- 2.3 In order to bring school travel plans originally submitted in December 2003 up to TfL standard, the STCSG in February 2006 agreed to request schools in the dispensation scheme to produce a new travel plan by December 31st 2006. This request was conveyed to schools in March 2006 together with TfL's step-by-step guidance. A further three letters have been sent since this date including the offer of support from Council officers, STP templates, and an example plan (see **Appendix 2** for letters).
- 2.4 To date four state schools out of four have provided updates rather than complete new travel plans to secure TfL funding of School Travel Plan Implementation measures for 2006/07. One independent school with an expired travel plan has not provided an update or a new plan and has therefore been excluded from the scheme. One independent school out of 23 in the dispensation scheme needing to develop a new plan has so far taken up Camden's offer to support the development of a new version. Out of the 12 state schools in the dispensation scheme so far three have completed updates and one has submitted a new plan.
- 2.5 The Council received another nine travel plans in March 2006, two improved plans from independent schools to meet the DfES standard, one each from a special and

state secondary school and a further five from state primary schools. This brings the total number of primary school travel plans to 54 out of 83, although 20 independent primary school travel plans must be brought up to the DfES standard. The graphs in **Appendix 3** set out progress on travel plans in Camden to date including the projected number by March 2007.

- 2.6 At a national level the government has recently announced a continuation of funding for school travel advisers in the UK until March 2008. Camden receives £24,000 p.a. to support a school travel adviser post and it is possible that half this figure again will be available to support the delivery of new duties set out in the next paragraph. The government also guaranteed the availability of capital grant funding (circa £5,000 for primary schools, £10,000 for secondary schools) until March 31st 2008.
- 2.7 A new Education and Inspections Bill is likely to receive Royal Assent in mid November 2006. In relation to school transport the Bill involves the following:
- A duty on Camden to assess the travel and transport needs of all pupils and promote safe and sustainable travel to school.
 - A duty to conduct an audit of bus, cycle and walking routes to schools, and of the travel and transport needs of pupils and parents
 - An opportunity to bid to become part of a "Pathfinder" scheme to test innovative approaches to home to school transport to support school choice, and increase the proportion of pupils travelling by sustainable means. Camden LEA could charge for school transport in certain circumstances exempting those on free school meals.
- 2.8 When the Bill becomes an Act all schools will be expected to manage their transport needs and impacts through their travel plans. It remains a national government objective for all UK schools to have an active travel plan by 2010 and, in London by 2009. As a consequence, Camden's focus on school travel plans has had to cover a much larger number of schools than those in the parking dispensation scheme. 20 schools now possess travel plans that are not part of the scheme and this will grow in the future. As the maps above show, this will bring 29 more schools into to the School Run policy framework. Camden's review will need to take this into account in considering any policy recommendations.
- 2.9 In London, Transport for London approves all school travel plans to set nationally agreed standards. According to TfL policy schools must have an 'active' school travel plan in order to receive yearly allocations of travel plan implementation funding. This is a principal source of finance for road safety engineering in the vicinity of schools. When schools have not delivered updates at the appropriate time, TfL have withheld funding for engineering schemes.
- 2.10 TfL continues to provide funding to support the implementation of school travel plans in Camden. **Appendix 4** is the STP road safety engineering implementation plan for 2006/07. Council's Local Implementation Plan Annual Report Update 2006/07 includes further details of revenue bids submitted by Camden's STP team for 2007/08 including a journey to school mapping project, Green Travel theatre productions in 24 schools, and a cycle promotion project.

Progress since the last annual report in July 05

- 2.11 Since the last annual report in July 05 progress has continued on implementing the 31 items of the Council's School Run Policy. In summary these have resulted in:

- The development and implementation of road safety engineering schemes at seven schools with travel plans.
- A higher profile of School Travel Plans in Camden through an awards ceremony held at London Zoo on June 27th 2006. The event recognised the achievements of schools in implementing their travel plans. These ranged from a comprehensive travel training curriculum package delivered by Swiss Cottage School to a Journey to School Photography Project at Fitzjohn's Primary.
- Schools without travel plans were also in attendance, winning prizes for artwork on a school travel theme. This artwork has been turned into a calendar with key travel plan dates, and sent out to every class and library in the Borough. 30 primary schools attended on the day.
- Vigorous promotion of Camden's Walk Once a Week (WoW) Scheme which rewards children that manage to walk to school or encourage their parents to park their car away from the school entrance at least once a week. This scheme was tailored for schools with high levels of car use and where a larger proportion of parents could change habits for at least one day a week. One independent school and 11 state schools take part with over 6,000 pupils.
- Liaison with the Early Intervention Sub Group has resulted in amendments being made to our online school travel plan surveys. These now include questions to find out about personal safety including exposure to crime, anti-social behaviour and bullying on the school journey.
- A successful bid for three schools to take part in Sustran's Bike IT scheme, the first project of its kind in London (see Appendix Eight for project review). One state secondary, William Ellis, and two state primary schools, Edith Neville and St Paul's CofE Primary are taking part. This scheme
 - markets the benefits of cycling to schools
 - tackles journey to school safety issues
 - secures necessary training for Bike IT pupils
 - gives practical advice on cycle policies to school management teams and
 - organises practical events to support cycling to school
- The facilitation of training events in concert with Transport for London for school travel plan co-ordinators. The most recent event took place on the 2nd of October 2006. This was particularly important for schools in the parking dispensation scheme being asked to renew their travel plans by December 31st. Invitations were sent to all schools in Camden. Two state schools attended, St George the Martyr and Eugene de Mazenod.
- Liaison with parents, St Mary's School, the Accessible Transport Team and Hackney Community Transport to set up the PlusBus project. The project involves using driver downtime to take 30 children to school by minibus who would otherwise likely have been driven. Subject to resources, the STP Team intend to work with Camden's Accessible Transport to investigate the possibility of building on this project in order to submit a Pathfinder bid under the new Education and Inspections Bill legislation currently before Parliament.

3.0 THE REVIEW OF THE SCHOOL RUN POLICY

- 3.1 Despite a wide range of interventions of the kind documented above, the Council is now at a critical juncture regarding the future policy direction of the parking dispensation scheme and the further development of school travel plans. Some believe that, with 40 per cent of the original 2003/04 permit allocation remaining, the policy has already achieved its objectives of reducing car use. Others believe that it is only now that parents are being forced to seriously consider travel alternatives. The review aims to ascertain the impacts of the policy on meeting its central objective to reduce car use, and determine options for the future.
- 3.2 The loss of parking permits can act as an incentive to schools to introduce travel plans and develop alternative means of travel. At the same time, the decrease in permits also renders their allocation more difficult, with many schools questioning their continued commitment to the process of developing school travel plans.
- 3.3 At this stage perhaps one conclusion can be drawn overall. The fewer the number of parking dispensations the greater the necessity for parents and schools to consider options apart from the private car. Evidence provided in Appendix 1 (Journey to School Modal Change) from school surveys shows an increase in the use of public buses in the state sector. Levels of walking have risen from 19 to 26 per cent and car share from 10 to 26 per cent in the private sector.
- 3.4 With only 40 per cent of the original allocation of parking permits now available this could be an opportune moment to focus on developing school bus transport alternatives. This is particularly relevant given the wider catchments of independent and faith schools in NW3, the reported difficulties of using public buses with young children during commuter periods and forthcoming legislative changes in the Education and Inspections Bill.
- 3.5 The Council is committed to reducing the amount of vehicles involved in transporting children to and from school and that there is considerable way to go before the problem is solved. A review of the policy is programmed to take place between now and May next year in order that any changes to policy can be implemented in time for September 2007.
- 3.6 It is proposed that the process will involve the School Travel Consultation Steering Group (STCSG), the Culture and Environment Scrutiny Committee, with the final decision on if and how the policy is changed being taken by the Executive (Environment) Sub-Group in May 2007. The full timetable and decision-making stages are set out in **Appendix 5**.
- 3.7 As an initial stage, a meeting of the STCSG was held on 12th October to discuss five policy options that were previously suggested by different parties and was invited to comment on these. The Group was asked:
- Whether there are other options that could be considered as part of the review?
 - Whether, given the final selection of options, there are any suggestions of other evidence that could easily be collected, which would aid a judgement to be made regarding the future direction of Camden's STP policy?
- 3.8 The five options were:

- 1 To continue reducing permits to zero by September 2008 (excluding those with temporary special mobility needs who are not covered by the Disabled Blue Badge Scheme) in line with current policy.
- 2 To hold the total number of permits at the current level of 40 per cent of the original 2004 allocation
- 3 To stop issuing any permits in July 2007 (excluding those with temporary special mobility needs who are not covered by the Disabled Blue Badge Scheme) and so accelerate the scheme
- 4 To reduce permits to a level of 20 per cent of the original 2004 allocation in September 2007, but not to carry out any further reductions thereafter
- 5 To issue a limited number of parking permit scratch cards to parents through the school

Comments of the School Travel Consultation Steering Group (STCSG), 12th October 2006 covering all options

3.9 At the Steering Group members raised the following issues which could apply to multiple options. Given the wide range of views present in the Steering Group views expressed below were unlikely to be shared by all members.

- It was suggested that any option to further reduce permits should exclude children of nursery age. Some representatives believed that there should be a nursery permit for under fives, perhaps in a different colour to distinguish them as a separate group. The reasoning behind this suggestion was that there are fewer travel options available to younger children than to older ones – car share is not practical given the need for specialised car seats and infants' distress at being left with another carer, and buses are often too busy to cater for push chairs and buggies during the commuter period.
- It was suggested that any future permit should have terms relating to vicinity and times to be altered to extend parking rights. This, it was suggested, should facilitate car sharing and multiple schools pick up. Extending the concessionary parking period would allow parents to park some distance away and have enough time to pick up their children at different schools and at different times or even walk their children to school. This could result in reduced car journeys. Equally, it was suggested, extending the permit times will increase the value of the parking dispensation to the wider public, making it more attractive to theft and abuse. In areas of high parking stress such as Hampstead it will reduce available parking capacity for residents and, if the dispensation continues, for other parents to park.
- Relevant to options 1 to 4, the Group raised the possibility of altering the permit to a 'clock face version', which would allow stricter enforcement of the 20 minute time limit. Presently attendants have to log vehicles registrations and return 20 minutes later to witness a contravention. This makes enforcement of the scheme very difficult and allows abuse of the system.
- Also potentially suitable for all options bar Option 5 would be restricting permits to smaller, safer, less polluting vehicles as suggested by the steering group. As long as the overall number of vehicles decreased smaller, electric cars would align with

Camden's Green Transport Strategy objectives, to encourage the use of safer, greener vehicles where no other alternative exists.

- The difficulty would be ensuring that permits were only used for the right vehicle. It would also inhibit car sharing where vehicles carry up to seven or eight children. Schools would need to check the ownership details of each vehicle and only issue permits to owners of particular types. This would add to administrative complexity. The registration of the vehicle would also need to be highlighted on the permit, visible for attendants to see.
- Some members of the Group emphasised the importance of obtaining address details so that realistic efforts could be made to plan transport alternatives. This would be essential in determining roughly how many permits, or scratch cards each school needed. Members suggested that the issuing of permits could be made strictly conditional on schools supplying this information. Schools have been reluctant to do so in the past, citing data protection issues as their main concern. However, it should be possible to provide street level information without identifying people's exact addresses to a similar level as that asked for in TfL's Journey Planner (www.tfl.gov.uk/journeyplanner).
- Covering all options, the Group also recommended strongly that any policy change should be checked to ensure that it provided a better overall outcome for reducing Camden's contribution to climate change. It would be desirable therefore for Camden's Climate Change Task Force to be involved as part of the working up of policy options for consultation.
- Options 1,2, 4 and possibly 5 involved permit reductions. It was suggested that where further reductions were to be made that this should include an assessment of progress made towards implementing alternative travel options for parents on the school journey. In the majority of cases the facilitation of alternative travel options requires bids to make a case for high levels of public investment. Bids must therefore contain robust evidence, in most cases gathered by schools, to show that options will be cost-effective in the longer term. Officers are preparing a progress update towards facilitating alternatives, the nature of partnership needed to achieve them, and an explanation as to why they have or have not been met.
- When considering the facilitation of alternatives equal weight should be given to the implementation of both 'hard' and 'soft' measures. At the steering group it was suggested that initiatives like the education of pupils on how to stay safe, or the promotion of incentives for young people to walk to school for health should be considered alongside issues like improvements to transport provision. This point is reinforced by Department for Transport research findings (Smarter Choices – Changing the Way We Travel, DfT, 2004)
- In all options barring Option 1 it was suggested that some kind of charging scheme could be considered, with the principle established that any revenue raised exceeding costs would be ring-fenced for green school travel schemes including school buses.
- It was suggested that all options except 1 and 5 were inequitable in the long run. A parent with a permit had a 'carte blanche' entitlement to drive to school every day whilst another had no entitlement whatsoever. Some members reported that this led to a divisive school environment and undermined the scheme's credibility.

It was suggested by the Group that the existing style of permit hampers effective enforcement as attendants have to observe a vehicle and return to it after 15 minutes to issue a ticket. A dial-based permit would allow the attendant to know how long the vehicle

had been parked there from the outset. Scratch cards could replicate this as drivers scratch off time of arrival on their permit. The information below presents further views on specific options with supplementary issues to consider where these have been raised in the past.

Option 1

- 3.10 Over time, this option would bring school run drivers in line with all other motorists so that they no longer saw themselves as a “special case”. The lack of any kind of permit would be especially useful when parents joined the school, as they would have to take full responsibility for their travel choices. The expectation would no longer simply be that parents drove their child to school and received a special permit to do so.
- 3.11 Schools would no longer be able to use permits to facilitate long distance car travel. Camden could become assured that this was the case whereas under a scenario where permits are provided this cannot be guaranteed as schools can distribute permits to new starters despite advice to the contrary.
- 3.12 With no permits issued to schools, the onus would be put on parents and schools to work with the Council as a matter of priority to develop transport alternatives where it benefited them to do so, outside the framework of the parking dispensation scheme and possibly through school travel plans.
- 3.13 The complete removal of permits would likely be popular in principle with residents who would no longer have to officially share their parking bays with parents on the school run. However, it would bring greater pressure to allow ‘shared use bays’ in the vicinity of schools. In areas where there are already high levels of residents’ parking stress this would be likely to be resisted during the consultation stage to convert residents bays to shared use. Some parking would still be likely with parents ‘taking a chance’ to avoid a ticket. The atmosphere outside schools can be intimidating for parking attendants who are likely to face greater levels of antagonism and abuse and expose children to the spectacle of parents in dispute with wardens. There would also likely to be an increase in adjudications and appeals as parents contested their tickets. Specific comments made at the STCSG on this particular ‘zero option’ were that:
- Any influence over school behaviour could be lost if permits were withdrawn entirely. Although some schools like St Christopher’s have tried to cope with the reduction in permits by using them to encourage car share (if you car share you get a permit) – this influence will disappear once all permits are gone.
 - Instead some members believed that it would be advisable if a future scheme could reward co-operation by prioritising support for developing transport alternatives. Some members expressed resistance to a perverse incentive which would accompany any policy to reward co-operation through the issuing of more permits. However, non-compliance could conceivably be dealt with by reducing permits by a larger margin. The zero option will not do this. It would also be helpful if the scheme could ensure that schools agree to share journey to school route information in some way. Presently the lack of information precludes ‘transport planning’ by Camden at a strategic level, ruling out the collation of evidence to present to TfL of the potential benefits of transport alternatives.

Options 2 and 4

- 3.14 Most schools are finding the current level of permits difficult to manage, with one school in particular requesting support in allocating permits in September 2006. At

the same time, the majority of schools both independent and state, seem reluctant to be pro-active in their implementation of alternative measures. Only one request for a minibus parking bay has ever been received despite sending application forms to all schools. Despite sending schools a request in March to update their travel plans to the new DfES/TfL standard schools in the dispensation scheme have not taken up offers of help from Camden's STP team.

- 3.15 Both 20 and 40 per cent allocations are arbitrary and provide no dynamic incentive to change behaviour over time. However, a respite from the permit reduction may encourage some schools to 'catch up' on the development of alternative options to try and match the number of permits to the number of drivers. Current evidence to support this assertion supports a contrary view with schools preferring to adopt a hands-off approach to transport planning.

Option 3

- 3.16 Accelerating the reduction of permits to abolish all except for special circumstances would remove a possible lever to influence schools' and parents' travel behaviour. There would be a more urgent incentive for schools to develop alternatives but only if parking enforcement was robust and schools were not cowed by the enormous challenge that faced them.

Option 5 At the steering group it was commented that:

- Scratch cards offer more flexibility in targeting marginal car use rather than a permit that offered one parent carte blanche to drive everyday, another never to use a car on the odd occasion when it might be necessary.
 - Standard visitors' permits could be issued, but only valid for a period of 15 minutes and only during certain hours. These could be different colours depending on things like the area used and the type of recipient.
 - Option 5 could work alongside a permit reduction process envisaged as part of the other options. It was suggested that the cards could be charged for, although careful controls would be needed to ration numbers issued to those who really needed them rather than those who had the ability to pay.
 - As part of a more flexible scheme scratch cards allocations could be based on traffic conditions and the level of school engagement and activity as expressed through the travel plan. There would be no straightforward 20 per cent reduction but the Council would work constructively with schools that introduced robust measures like car share, minibus schemes, the promotion of walking, the installation of lockers for heavy equipment, cycle storage, and did not issue permits to those who lived nearby. A judgement would be taken each year on what the situation merits or could bear.
- 3.17 It would be necessary to determine the practical difficulties as well as the resource implications of such a 'hands-on' approach and to be extremely clear on the criteria used to determine each permit allocation.
- 3.18 The suggestion that permits could be offered to those with less polluting vehicles would be difficult to implement if considered alongside a scratch card. It would be too administratively burdensome to mark the registration number of a vehicle against each scratch card.
- 3.19 This report was presented to the Culture & Environment Scrutiny Committee on 8th November 2006 asking members to note progress towards implementing Camden's

school run policy. Members of scrutiny also commented on the scope of the policy review, including evidence gathering as well as policy options.

Evidence proposed to be collected

3.20 The following table sets out the data to be collected in support of the review. Officers seek comments from members of the Culture and Environment Scrutiny Committee on the scope of evidence to be collected.

Table 1: Evidence Proposed to be collected for School Run Review		
Type of evidence	Objective	When available
Real time air quality survey (monitoring Carbon monoxide levels) in two school run 'hotspots' with low levels of background pollution during term time and the Xmas holiday period	To determine if air pollution levels are affected by the school run and if levels are dangerous to health	Some information available after half-term beginning of November 2006, more available after Xmas holidays.
Air quality diffusion tubes survey at 12 locations in Hampstead and Belsize (monitoring NO2 levels)	To determine levels of pollution outside 12 schools over a six month period	First data will become available after Xmas holidays
Traffic surveys at three locations in Hampstead	To measure differences in traffic in and out of term time	First data available after half term at the beginning of November 2006 but monitoring will continue until January 29 th 2007
Repeat parking survey of Netherhall Gardens, Nutley Terrace and Maresfield Gardens first undertaken in October 2003	To determine if parking pressure in this school run 'hotspot' has relented since the start of the school run policy	Available after half term at the beginning of November 2006
School Travel Plan Implementation Works Past, Present and Programmed for the Future*	To provide a picture of how many measures have been implemented in the area by Camden to improve safety	Available immediately from Local Implementation Plan and Streets Division
School Travel Plan Survey Data	To understand the impact of Camden's School Travel Plan Strategy on modal shift	In this report
School Travel Plan Action Plan Information including participation in Camden sponsored schemes and initiatives.	To determine the level of engagement of schools in the PDS	Available after STP updates have been submitted by schools in the PDS by December 31 st 2006

Table 1: Evidence Proposed to be collected for School Run Review		
Type of evidence	Objective	When available
Crime and Anti-Social Behaviour Data from Camden's Community Safety Team	To determine levels of personal safety in the vicinity of schools by comparing the geographical spread of incidents of robbery and violent crime against young people in the Borough	Available immediately from Community Safety Team
PlusBus Evaluation from Camden's Accessible Transport Team	To determine the potential effectiveness of school minibus schemes managed by Camden.	Available at the end of the Autumn Term by mid December 2006
National, regional and local policy drivers	To determine policy framework within which Camden's school run policy will be constrained	Available as part of this report
Survey information from CityNeighbours on driver behaviour without a parking permit*	To determine the impact of losing a parking permit on driver behaviour	Available Jan 2007
Survey information on whether new parents travel behaviour has changed when not issued with a permit*	To determine if a policy of not issuing permits to new starters has had an effect on reducing car use	Available on STP analysis after Autumn surveys returned (Jan 2007)
School catchment information that will not reveal pupils' home addresses	To determine gaps in service provision and potential for future transport planning measures. [It will be a mandatory requirement to obtain this information from state schools under the new Education & Inspections Bill]	Available from January 2007
Information from school prospectuses	To determine if schools have advertised green travel options available to parents to access school	Available from January 2007
Information on number of permits issued to new starters at each school in the PDS	To find out if there is a difference in car use in early years at schools that issued permits to new starters to differing degrees, and those that did not do so at all.	Available from January 2007
Evidence on the response times of emergency vehicles in Hampstead (Nutley Terrace, Netherhall and Maresfield Gardens)	To assess the levels of risk school children are exposed to during the school run period (3.00pm – 4.30pm)	Available at the STCSG meeting on 8 th December

* Suggested or specifically requested by members of the STCSG at a meeting on 12th October 2006

4.0 CONCLUSION

Officers would like to develop the options further, to identify any implementation issues. This is especially so for option five, subject to the number of permits being controlled in some way and also an investigation into the possibility of charging for scratch cards, using money raised to fund school run alternatives. Officers will work closely with Parking Solutions to ensure that this option is enforceable and that scratch cards cannot be abused to weaken their control.

5.0 FINANCIAL IMPLICATIONS

5.1 The survey and public consultation costs will be contained within the existing Forward Planning & Projects revenue budgets.

6.0 FINANCE COMMENTS

6.1 So far as consultation costs are contained within existing budgets there are no additional financial comments.

7.0 LEGAL COMMENTS

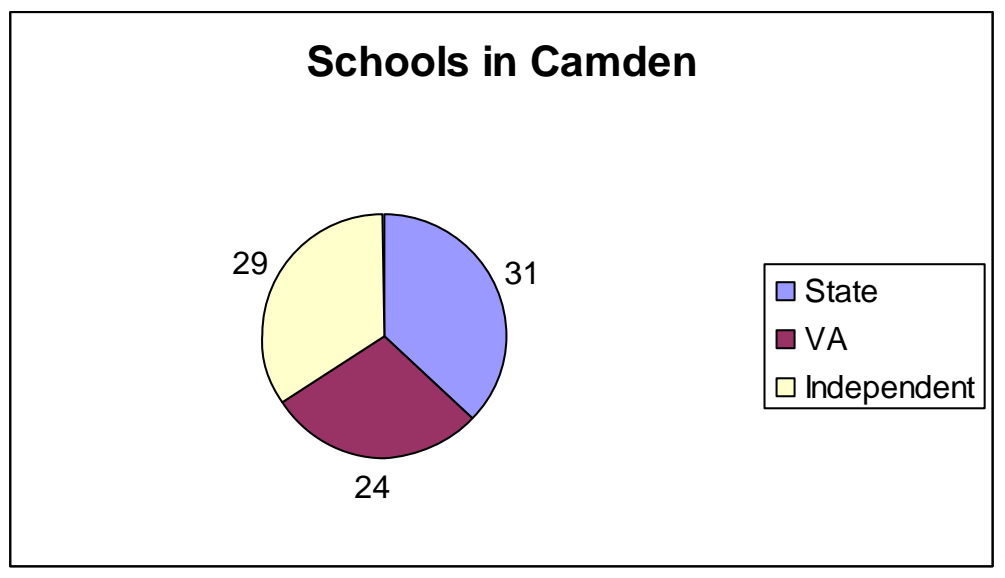
7.1 So far as concerns relating to possible breaches of sections within the Data Protection Act 1998 are alleviated when collecting personal data such as addresses, there are no additional legal comments.

7.2 Legal Services have been consulted and there are no overall comments on this report.

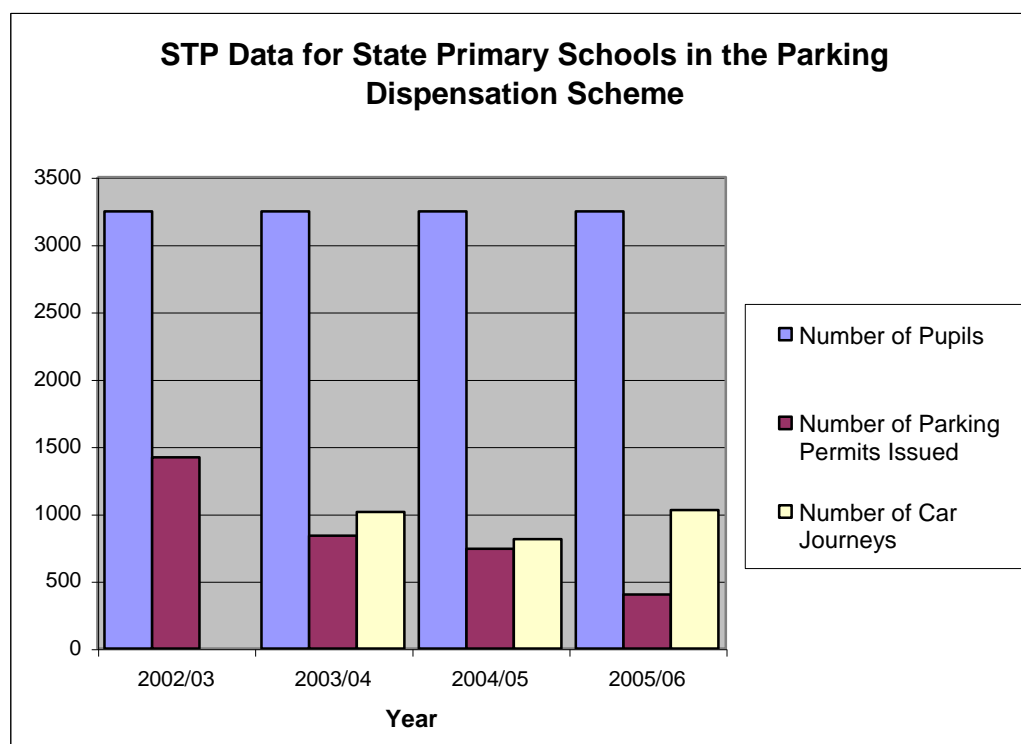
APPENDIX 1: TRENDS IN SCHOOL TRAVEL

Schools in Camden

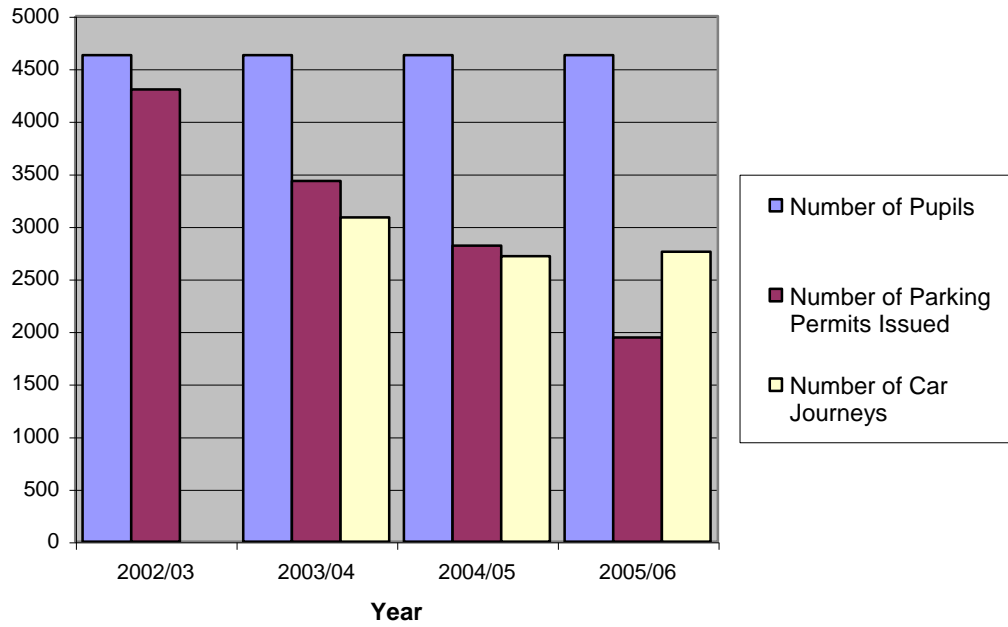
There are 83 schools in Camden, of which 31 are fully state maintained, 24 voluntary-aided and 28 are independent.

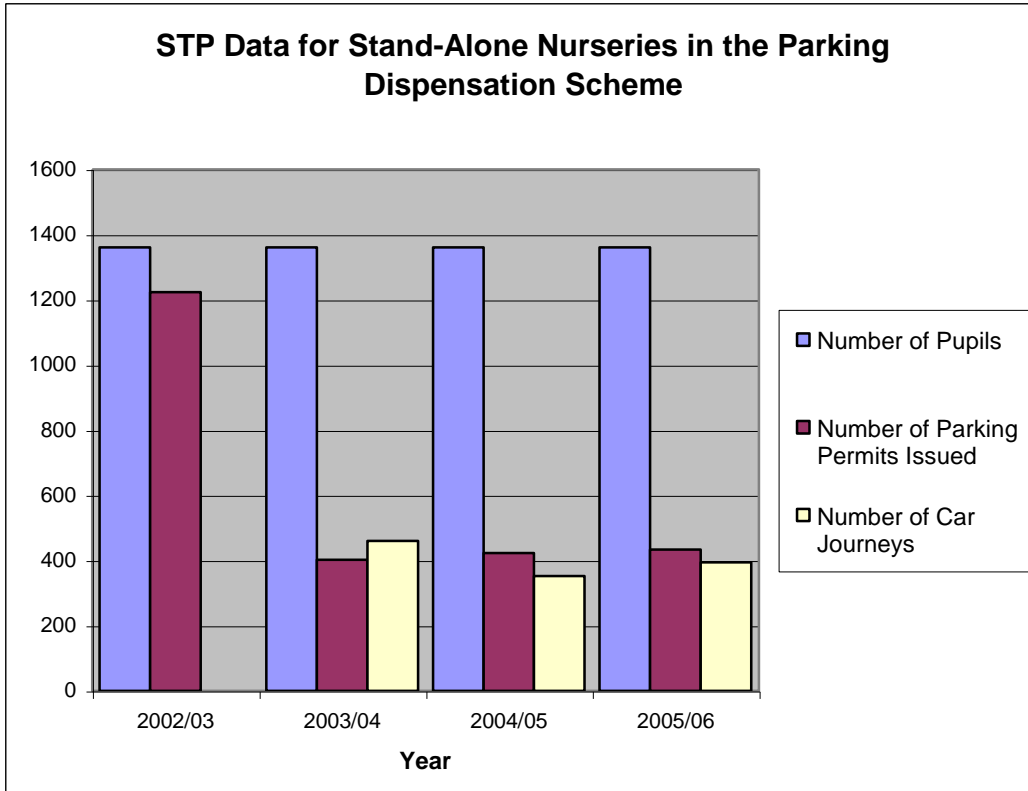


School rolls, parking dispensations and car use



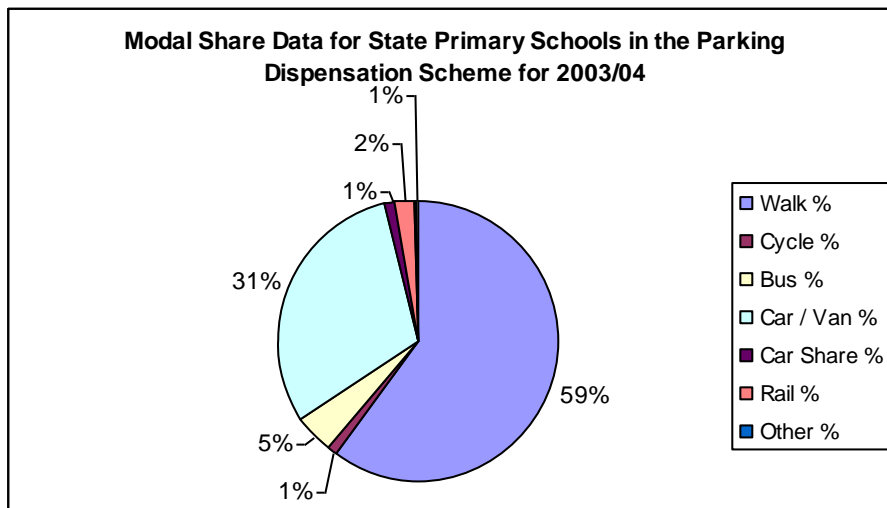
STP Data for Independent Primary Schools in the Parking Dispensation Scheme



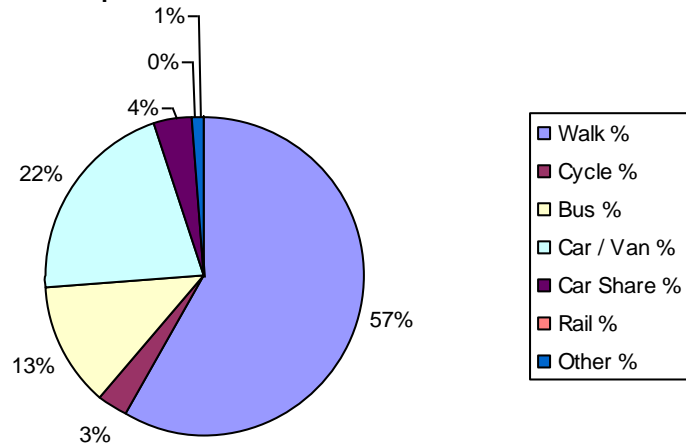


Journey to school modal change

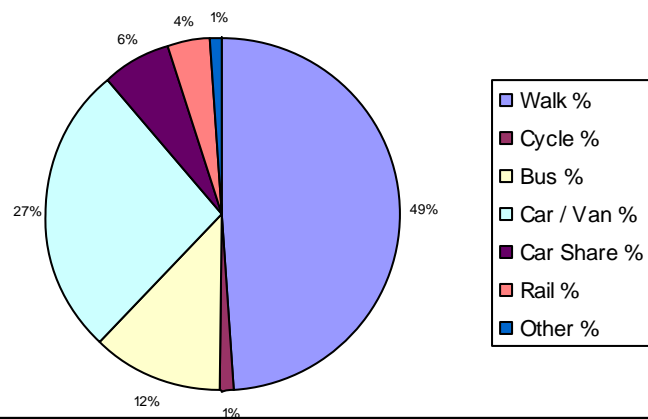
State maintained and voluntary-aided



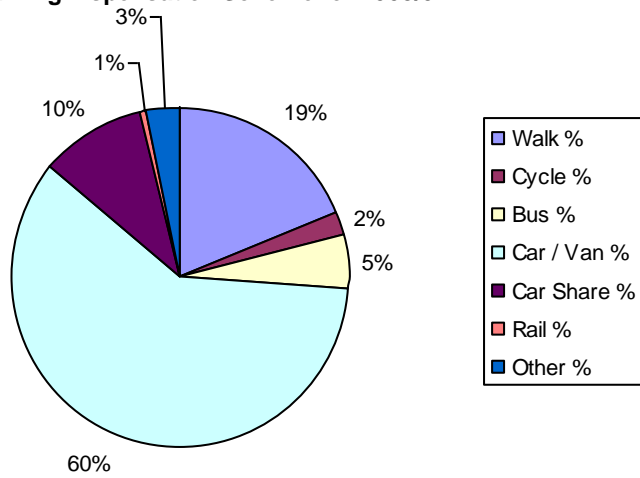
Modal Share Data for State Primary Schools in the Parking Dispensation Scheme for 2004/05



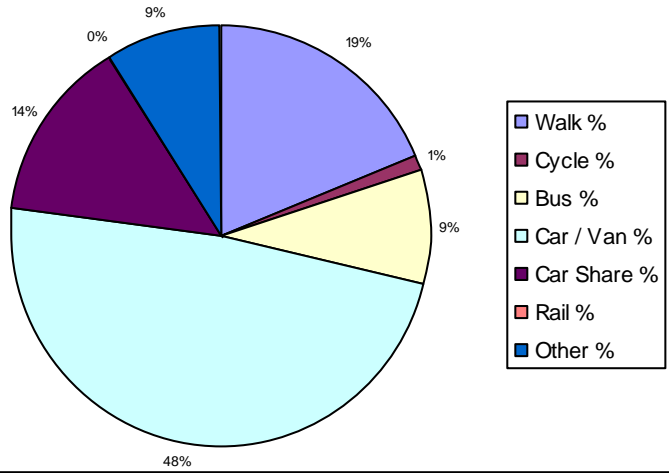
Modal Share Data for State Primary Schools in the Parking Dispensation Scheme for 2005/06



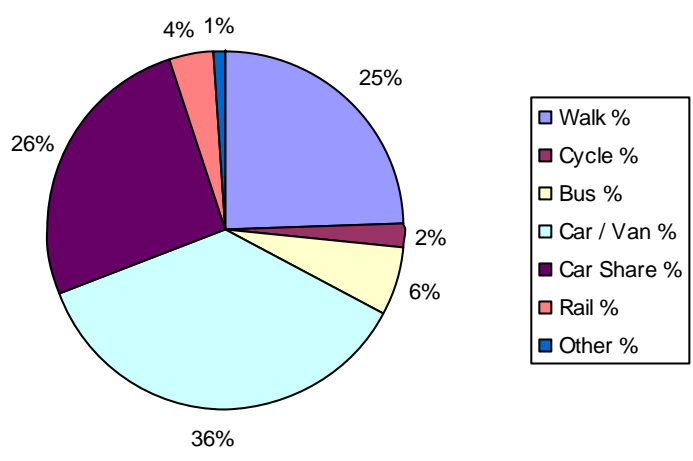
Modal Share Data for Independent Primary Schools in the Parking Dispensation Scheme for 2003/04



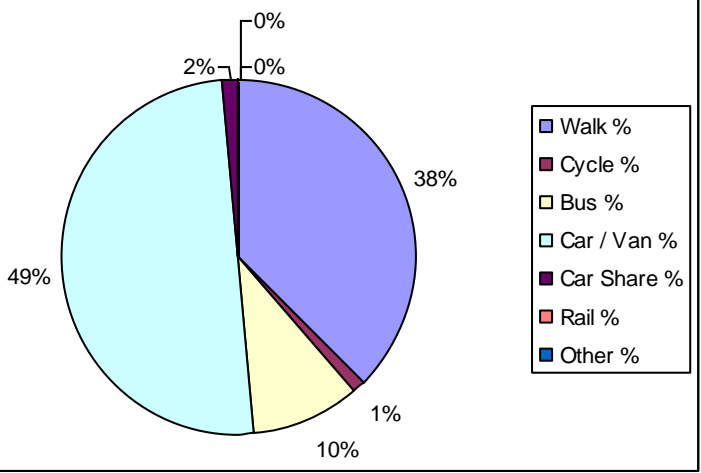
Modal Share Data for Independent Primary Schools in the Parking Dispensation Scheme for 2004/05



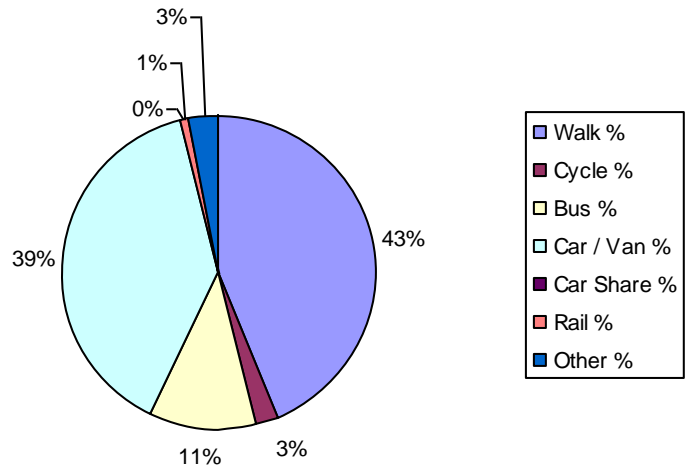
Modal Share Data for Independent Primary Schools in the Parking Dispensation Scheme for 2005/06



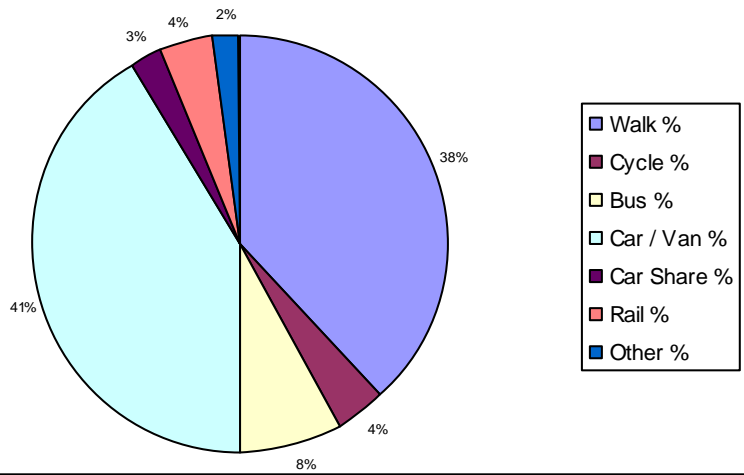
Modal Share Data for Stand-Alone Nurseries in the Parking Dispensation Scheme for 2003/04



Modal Share Data for Stand-Alone Nurseries in the Parking Dispensation Scheme for 2004/05



Modal Share Data for Stand-Alone Nurseries in the Parking Dispensation Scheme for 2005/06



APPENDIX 2 – Letters sent to schools to request School Travel Plan Update

Letter One



Forward Planning & Projects
London Borough of Camden
Town Hall
Argyle Street
London WC1H 8ND
Direct Tel 020 7974 5965
Fax 020 7974 1930

Email: Simon.Bishop@camden.gov.uk

Dear All,

Re: **MANDATORY REQUIREMENT**
Updated School Travel Plan by 31st December 2006
Hands-up survey by June 9th 2006

Your school handed in their Travel Plan (STP) during 2003/04. At the meeting of the last School Travel Consultation Steering Group (STCSG) on 7th February 2006 it was agreed that all schools in the dispensation scheme must possess a Department for Education and Skills (DfES) approved plan by 31st December 2006 if they wish to continue in the scheme after this date.

In the run up to the May 2007 review this is as an opportunity to provide evidence, quantitative as far as possible, of the potential impact of transport improvements in the area in reducing car use to your school. Since TfL are delegated with the task of approving DfES plans in London, it is an opportunity for you to share this evidence with TfL who manage London Buses.

We are waiving the requirement for you to submit a full update for the Summer Term 2006. However, you must still submit to me the results of a hands-up survey with pupils and staff on how they usually travel to school by June 9th 2006 (see Appendix 1 enclosed). You will also produce a new travel plan by 31st December 2006 in line with guidance set out in Appendix 2.

Your new plan is an important opportunity:

- To assess if there is anything else that can be done to make your pupils' school journeys healthier and safer and to reduce car use.
- To better manage your decreased parking dispensation quota in September 2006. You will receive **PLEASE FILL WITH SCHOOL PERMIT QUOTA** permits.
- To receive future funding for travel-related measures like road safety engineering or participation in travel awareness campaigns at your school. (TfL will not provide this funding if your school has no travel plan.)

If you do not submit your hands up survey to me before June 9th 2006, your School Travel Plan will no longer be valid, and any measures in your plan that you wish

London Borough of Camden to assist with will no longer apply. The same will apply if I do not receive a new plan by December 31st 2006 in line with DfES standards.

If you would like any advice or help in carrying out your hands-up survey and new travel plan or have any further questions do not hesitate to contact my colleague, Helen Morley on 020-7974-2439. I look forward to receiving your school travel plan update soon.

Yours sincerely,

A handwritten signature in blue ink that reads "Simon Bishop". The signature is written in a cursive style with a large initial 'S'.

Simon Bishop
School Travel Plan Officer
Transport Planning Team
Forward Planning and Projects

Letter Two



Forward Planning & Projects
London Borough of Camden
Town Hall
Argyle Street
London WC1H 8ND

Direct Tel 020 7974 5965
Fax 020 7974 1930

Email: Simon.Bishop@camden.gov.uk

Dear All,

****Transport for London (TfL) School Travel Plan Guide – Help to make your STP DfES compliant****

You received a letter on the 21st of March notifying you that your next School Travel Plan (STP) is due by 31st December 2006. As you already know the STP has to be DfES approved. I am enclosing a definitive TfL guide to make your school travel plan re-draft as straightforward as possible. TfL have delegated powers from the DfES to approve your plan. I am also enclosing a project timetable chart to help you timetable your new plan.

DfES approval will mean that Camden is entitled to apply for Transport for London funding to support your travel plan.

I strongly advise that, as soon as you have identified the issues of concern to your school community (parents/children and staff) please contact either myself or my colleague, Helen Morley 0207 974 5965/2439 so we can arrange a meeting to discuss possible solutions to the particular issues raised in your plan.

In the meantime if you have any queries please feel free to contact me.

Yours sincerely,

A handwritten signature in blue ink that reads "Simon Bishop".

Simon Bishop
School Travel Plan Officer
Transport Planning Team
Forward Planning and Projects

Letter 3 (sent to individual schools as a mail merge on 5th May 2006)

Dear

I am writing to clarify the nature of the parking permit reduction process following a letter on the 23rd March in which each school was informed of its individual allocation for the 2006/07 academic year.

In September 2004 each school started with a permit baseline drawn from its school travel plan survey submitted by December 31st 2003. The baseline was equivalent to the number of pupils driven to school plus a margin of 10 per cent added for statistical error and for the Head Teacher to withhold for temporary dispensation needs. As explained at the time, this was a generous allocation compared to the baseline originally envisaged by the School Run Scrutiny Panel in 2002.

From the December 2003 travel plan baseline, 20 per cent of permits have been reduced each year starting in September 2004, a process agreed by the full Council Executive on July 19th 2002. In the case of your school, the permit allocation schedule follows the pattern set out in the table below.

[INSERT TABLE]

Additional permits that you hold for this academic year were determined by the second year of permit reduction when a 20 per cent cut was made from your September 2005 allocation rather than from the original September 2004 baseline. As a result each school currently possesses more permits than scheduled by the school run policy as set out in the Scrutiny Panel Report of March 2002 and agreed by the Council Executive on 19th July 2002. According to the agreed policy, for the next academic year I am bound to issue the number of permits as set out in the table above.

I would also like to take this opportunity to remind you that you should:

- Hold 10 per cent of your baseline permit quota back for cases that arise during the year when it is necessary to issue a permit on a temporary basis. Camden cannot re-issue permits when they are lost;
- Not issue permits to new starters at the school in all but the most exceptional circumstances;
- Include in your school prospectus information on how to get to school by all public transport means, walking and cycling.

As part of your December 31st 2006 travel plan update I will be asking for a written commitment to the above three points. I will also be looking for robust car share, minibus, cycling and walking schemes and targets to manage a September reduction that sees permits at 40 per cent of their 2004 figure.

Yours sincerely

Simon Bishop
School Travel Plan Officer
Transport Planning Team
Forward Planning & Projec

Letter 4



Forward Planning & Projects
London Borough of Camden
Town Hall
Argyle Street
London WC1H 8ND

Direct Tel 020 7974 5965
Fax 020 7974 1930

Email: Simon.Bishop@camden.gov.uk

10 October 2006

Dear All,

****Help with your new DfES school travel plan****

On 21 March 2006, all schools would have received a letter notifying you that your next School Travel Plan (STP) is due by 31 December 2006. It was agreed at the STCSG meeting that all schools originally submitting a travel plan in December 2003 should update their travel plan in line with DfES standards. .

Making sure that your travel plan is DfES approved will guarantee continued participation in the parking dispensation scheme and afford you, through Camden's STP officer, the opportunity to bid for funding, or support from Transport for London (TfL) to help implement your plan.

A definitive guide by TfL on *What a School Travel Plan Should Contain* was also sent to all schools to make your re-drafting of your STP as straightforward as possible.

I am pleased to enclose further guidance designed to make the job of updating your travel plan even easier. The guidance provides information on what issues your STP should cover and some important tips on how to write your STP update. Please refer to the enclosed documentation, *STP Template - Guidance Notes* and *School Travel Plan – Outline Template* as well as an *Example School Travel Plan by Telferscot Primary School*, which will help give you some more ideas.

After your school has identified the issues of concern, you can contact Claire Cullen on 0207 974 2439 so we can arrange a meeting to discuss a framework to implement possible solutions or better support existing ones.

In the meantime if you have any queries please contact me. I look forward to receiving your School Travel Plans.

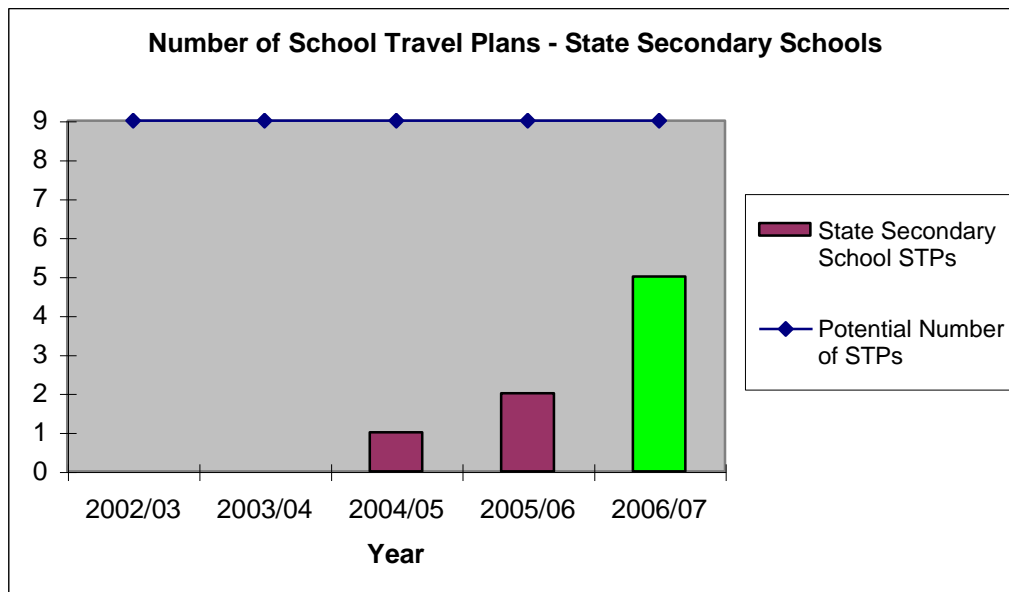
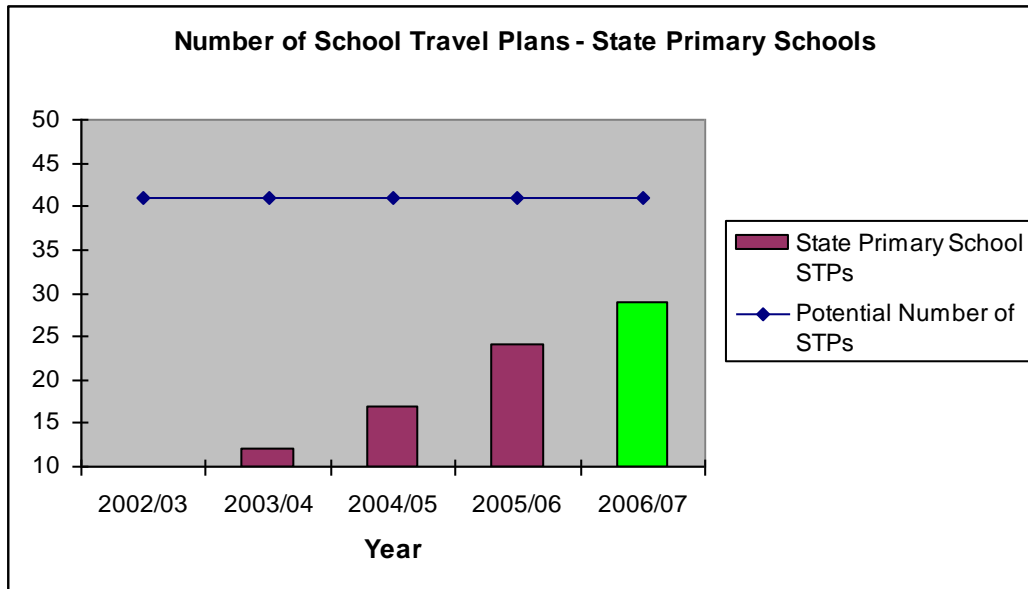
Yours sincerely,

A handwritten signature in black ink that reads "Simon Bishop". The signature is written in a cursive, flowing style.

Simon Bishop
School Travel Plan Officer
Transport Planning Team

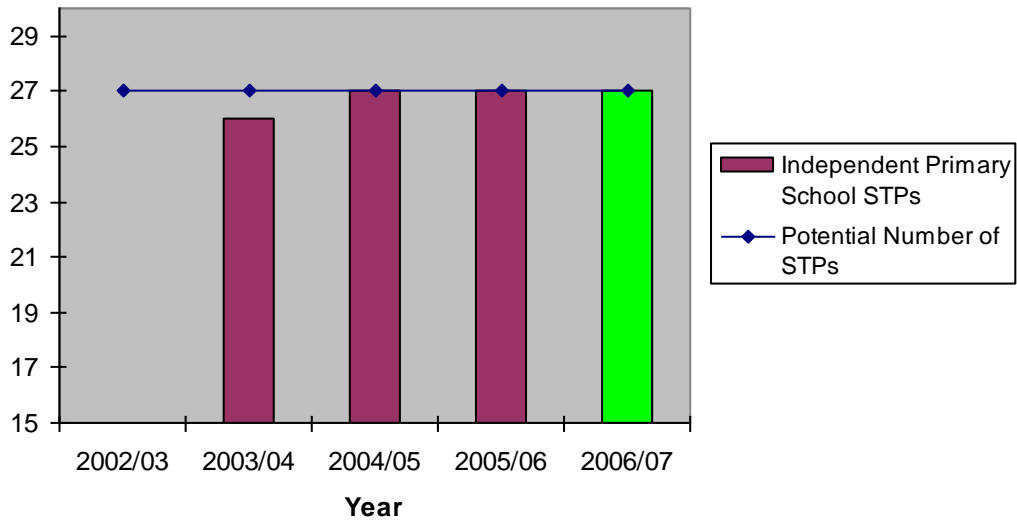
Forward Planning and Projects

APPENDIX 3 – Travel Plan Progress

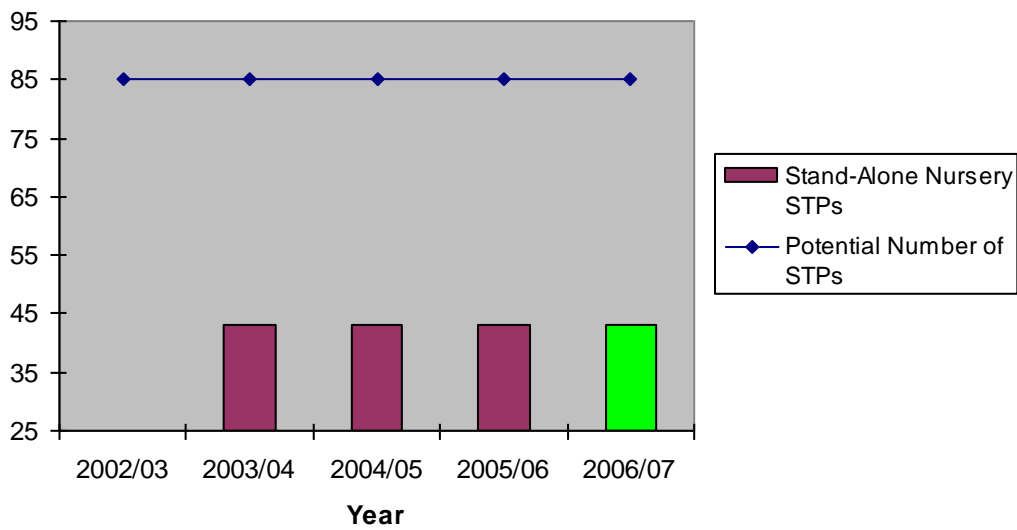


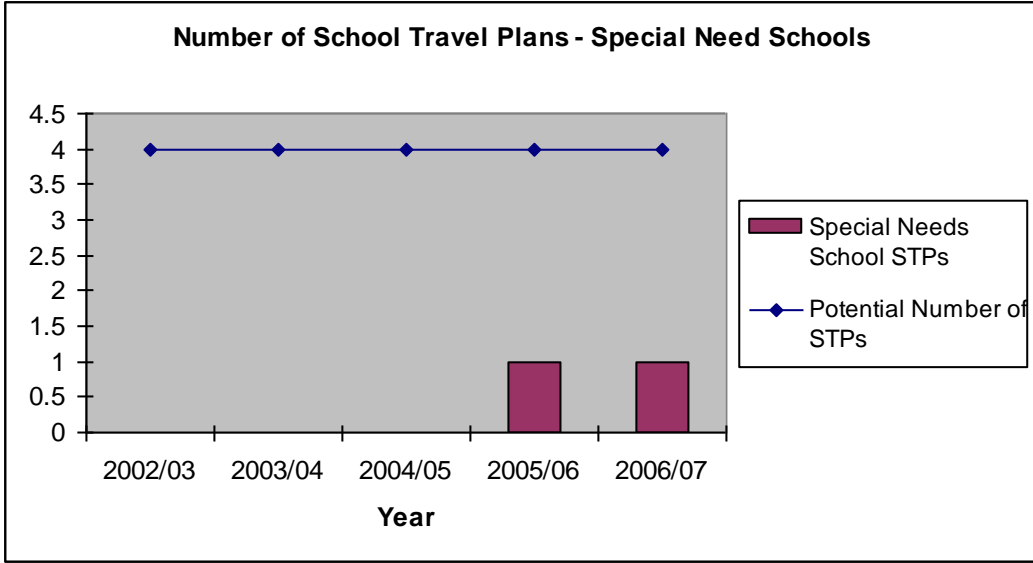
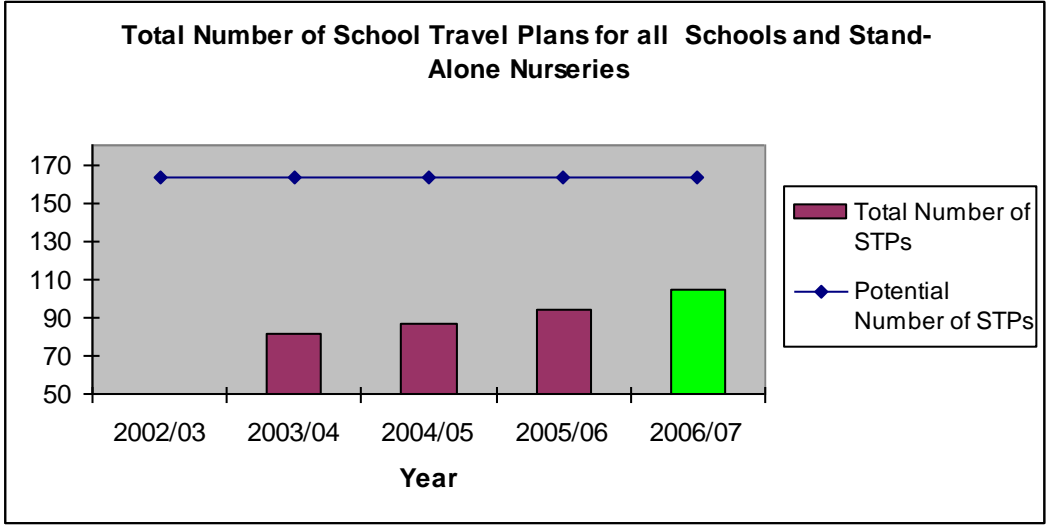
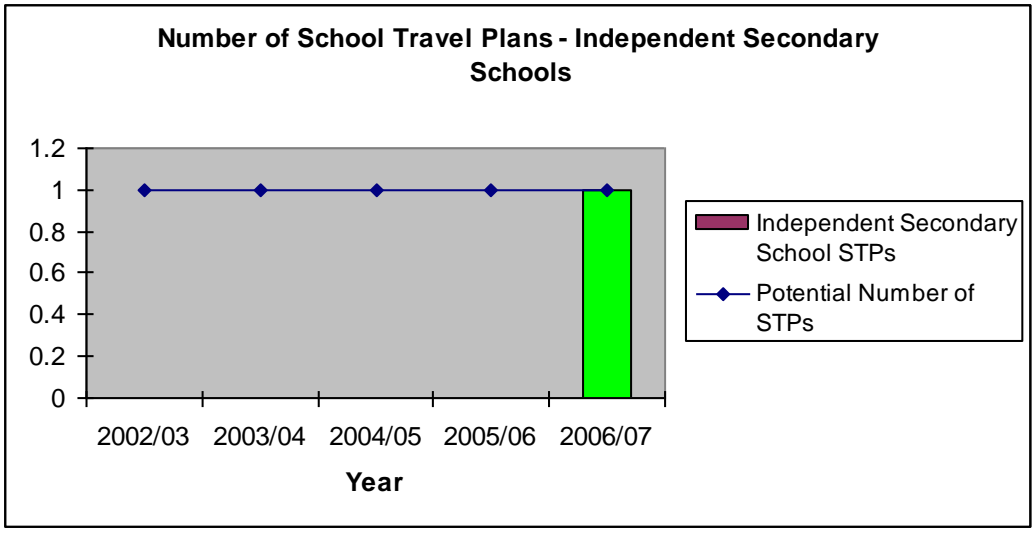
as

Number of School Travel Plans - Independent Primary Schools

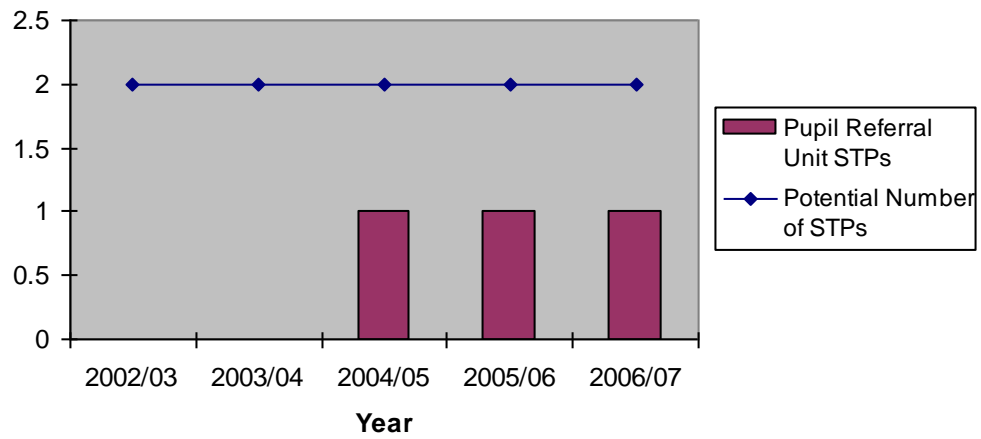


Number of School Travel Plans - Stand-Alone Nurseries





Number of School Travel Plans - Pupil Referral Units



APPENDIX 4: STP ENGINEERING PROGRESS SHEET

SCHOOL	PROGRESS	SCHEME IMPLEMENTED	MEASURES
Devonshire House	FEAS suspended to 07/08	Suspended bid (STP issues)	
Hawley Infant School	Feas 06/07	planned 07/08	
Christchurch Redhill St	Feasibility 06/07	planned 07/08	
St Patricks Junior, Nursery and Infants School	Feasibility 06/07	planned 07/08	
Phoenix School	FEAS + CONSULTATION 05/06 and 06/07	Planned implementation 2007/08	
Village	FEAS + CONSULTATION 05/06, NOT IMPLEMENTED	Suspended 08/09 (STP issues)	zebra crossing
Primrose Hill Primary	CONSULTED 04/05, NOT IMPLEMENTED	Planned 2006/07 (awaiting STP to begin work)	pavement buildouts
Hampstead Parochial	Phase 2 (implementation) due for completion 06/07	Phase 2 planned 2006/07 (awaiting STP to begin work)	cycle route and buildouts
St Pauls	Due for completion 06/07	requesting further funding to complete 06/07	Improved pedestrian facilities at Adelaide Road/ Primrose Hill, new buildouts and pedestrian refuge
The Hall School	Feasibility 05/06	Suspended (school withdrew, funding re-allocated and no-longer available for 06/07)	
St Margarets School	FINISHED	Planned 2005/06	Raised tables at - Ferncroft Avenue/Heath Drive- Ferncroft Avenue/Kidderpore Gardens- Heath Drive/Kidderpore Avenue
Brecknock Primary School	FINISHED	FINISHED 05/06	(phase 2) Pavement widening and seating outside school. (phase 1) joint with Islington, 3 new zebras, short cycle lane and buildouts
St Josephs	FINISHED	FINISHED 2005/06	Provision of a road closure with new paving at Stukeley Street/Drury Lane. Improved signage and markings on Newton Street, Macklin Street and Stukeley Street

Parliament Hill School	Phase 1 Implemented, Puffin planned for 2007/08	Planned 2007/08	Two new signal crossings, puffin crossing planned 07/08
La Sainte Union Convent School	Phase 1 Implemented, Puffin planned for 2007/08	Planned 2007/08	Two new signal crossings, puffin crossing planned 07/08
William Ellis School	Phase 1 Implemented, Puffin planned for 2007/08	Planned 2007/08	Two new signal crossings, puffin crossing planned 07/08
Swiss Cottage School	? Awaiting TfL to carry out improvements to junction	AWAITING	ON HOLD, TFL ROAD
ChristChurch Hampstead	FINISHED END MAR 05	2004/05	Pedestrian facilities, new zebra
New End	FINISHED END MAR 05	2004/05	Pedestrian facilities, new zebra
University College Juniors	FINISHED END MAR 05	2004/05	Pedestrian facilities, new zebra
Emmanuel	FINISHED END MAR 05	2004/05	Raised tables, new signals and pedestrian facilities
St Christophers School	FINISHED END MAR 2004	2003/04 - 2004/05	Raised entry treatments and buildouts
St Anthony's RC School	FINISHED END SETP 04	2003/04 - 2004/05	Raised entry treatments and buildouts
Lyndhurst House Preparatory School	FINISHED END SETP 04	2003/04 - 2004/05	Raised entry treatments and buildouts
Fitzjohns Primary School	FINISHED END SETP 04	2003/04 - 2004/05	Raised entry treatments and buildouts
Royal School Hampstead	FINISHED END MAR 2004	2003/04 - 2004/05	Raised entry treatments and buildouts
Haverstock School	FINISHED END SETP 04	2004/05	Toucan crossing, improved ped and cycle facilities at junction, contra-flow cycle lane. Ongoing, due Sept/Oct 03
Christchurch CE Primary School, Redhill St	FINISHED	**	Additional measures within 20mph zone including buildouts, traffic calming, new crossing
Edith Neville Primary School	FINISHED	2000/01	20 mph Zone
Richard Cobden School	FINISHED	2001	Three way zebra crossing at Bayham St / Crowndale Rd. Puffin crossing at Eversholt St.

Christopher Hatton Primary School	FINISHED		2001	Pavement buildout, Speed tables, guard railing, speed cushions.
Brookfield Primary School	FINISHED		2002	Raised table, new zebra, dropped kerbs.
Holy Trinity CE School (St Silas)	FINISHED		2001/02	Footway buildouts and road humps on Hartland Rd
St George the Martyr CE Primary School	FINISHED		2002/03	Raised entry treatments - Johns St, Theobalds Rd, Gt Ormand St, Lambs Conduit St. Buildouts on surrounding roads.
Kentish Town CE Primary School	FINISHED		2002/03	Lengthened buildouts J/W Islip Street. One way lane and cycle contra-flow
St Albans CE Primary School	FINISHED		2002/03	Three raised entries off Grays Inn Road. Buildout outside school. Resurfaced roads.
University College School (seniors)	FINISHED		2002/03	Road humps outside school, zebra crossing likely to be introduced. Raised entry - Linfield Gardens, Zebra crossing on Arkwright Rd - ONGOING
Beckford Primary School	FINISHED		2002/03	4 raised entries - Mill Lane, zebra crossing, pelican crossing due in august 2003. Ongoing issue re coach access.
Our Ladys RC Primary School	FINISHED		2001/02	Improved pedestrian facilities at Camden Rd/Pratt St
Kingsgate School	FINISHED		2002/03	Raised zebra - West End Lane, Refuges created - Abbey Rd, tow raised entries - Quex Rd/West End Lane. 20 mph - West End Lane
St Marys Kilburn	FINISHED		2002/03	Raised zebra - West End Lane, Refuges created - Abbey Rd, tow raised entries - Quex Rd/West End Lane. 20 mph - West End Lane
South Camden Community School	FINISHED		2000/01	20 mph Zone
St Aloysius Junior School	FINISHED		2000/01	20 mph Zone
St Mary and St Pancras CE School	FINISHED		2000/01	20 mph Zone

Acland Burghley Shool	FINISHED	2001	20 mph Zone, Dartmouth Park Hill, Buildouts and entry treatments, width restriction - Burghley Hill
Torriano Infant and Junior school	FINISHED	1999/2000	Two raised zebras, advisory cycle lane, bus stop clearways.
Netley Primary School	FINISHED	2002/03	Kerb buildouts - Robert St/Mackworth St J/W Stanhope St. Raised entry treatment - William Rd. Flat top humps o/s school.
Cavendish School	FINISHED		

APPENDIX 5

SCHOOL RUN REVIEW TIMETABLE

Week beginning	Forward Plan Dates		Review Timetable
9 Oct			12 Oct STCSG <i>Process scope consultation</i>
16 Oct		Surveys (around H/T& Xmas hols)	Note to MG Paper for MG/AD on policy options
23 Oct			27 Oct report sign off
30 Oct			
6 Nov	8 Nov C&E Scrutiny Cttee		8 Nov C&E Scrutiny Cttee <i>Outlines only</i>
13 Nov			
20 Nov	21 Nov Exec (Env) Sub		21 Nov Exec (Env) Single Member
27 Nov			
4 Dec			8 Dec STCSG (move from next term) <i>Evidence so far Options</i>
11 Dec			Note to MG Paper for MG/AD on policy options
18 Dec			
25 Dec			
1 Jan		End surveys	
8 Jan			
15 Jan	16 Jan C&E Scrutiny Cttee Exec (Env) Sub		
22 Jan			25 Jan report sign off
29 Jan			
5 Feb	6 Feb C&E Scrutiny Cttee		6 Feb C&E Scrutiny Cttee <i>Options for consultation</i>
12 Feb			
19 Feb	20 Feb Exec (Env) Sub		20 Feb Exec (Env) Single Member <i>Agree consultation draft</i>
26 Feb	1 March C&E Scrutiny Cttee		
5 March			Consultation 4 wks
12 March			
19 March	20 March Exec (Env) Sub		
26 March			

2 April	3 April C&E Scrutiny Cttee		Consultation ends
9 April			
16 April	17 April Exec (Env) Sub		19 April report sign off
23 April			
30 April	1 May C&E Scrutiny Cttee (date to be confirmed)		1 May C&E Scrutiny Cttee <i>Policy recommendations</i>
7 May			10 May report sign off
14 May			
21 May	22 May Exec (Env) Sub (date to be confirmed)		22 May Exec (Env) Sub <i>Agree policy</i>
			25 May STCSG <i>Implementation issues</i>