

**REPORT FOR: Traffic And Road Safety  
Advisory Panel**

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**Date of Meeting:** 19<sup>th</sup> July 2016

**Subject:** **INFORMATION REPORT**

School Travel Plans - update

**Responsible  
Officer:** Tom McCourt – Corporate Director,  
Community

**Exempt:** No

**Wards affected:** All

**Enclosures:** **Appendix A - Status of School Travel Plans in  
the borough 2016/17**

## **Section 1 – Summary**

This report sets out details of the current position with regard to the status of School Travel Plans within the borough

**FOR INFORMATION**

## **Section 2 – Report**

### **Introduction**

- 2.1 The Council's Transport Local Implementation Plan (LIP) sets out its policies and programmes which are designed to meet the requirements of the London Mayor's Transport Strategy (MTS) locally in Harrow and were approved by the previous Mayor. A common theme of the Council's LIP, the current MTS and national transport policy is the need to move towards the use of more sustainable transport and this is particularly relevant to schools. This approach is supported by the new Mayor.
- 2.2 The occurrence of traffic congestion, obstruction and road safety problems outside schools is caused by an excessive number of private car trips to schools at opening and closing times. The council's strategy for mitigating these impacts is to use travel plans to reduce the number of car borne trips and to increase trips by walking, cycling and public transport modes instead.
- 2.3 In the case of schools this is facilitated through the development of a School Travel Plan (STP) by the school through engagement with the school community and assisted and supported by the council's travel planners. This is a particularly challenging area of work as it requires the school to take ownership of the Travel Plan under the ownership of the Head teacher, and to encourage and persuade the school community to choose to use sustainable modes of transport. The focus is therefore on proactive rather than reactive initiatives and measures that will create a healthier and cleaner environment.

### **Current Situation**

- 2.4 All schools are encouraged to produce and keep up to date a STP which is a policy document written by a school in consultation with its pupils, parents, governors and staff to address travel and transport issues in and around the school. The STP is owned by the school and not the Council. An STP should be updated on an annual basis and includes a survey on how pupils and staff travel to school.
- 2.5 The Council currently has two dedicated Travel Planners and one Road Safety Officer that support the schools by providing an integrated approach to reviewing transport problems and developing initiatives. They take account of the main

issues and complaints highlighted around schools and this information is used to identify any travel behaviour changes required, any physical changes to the highway to support alternative travel modes and any enforcement initiatives that can mitigate any detrimental behaviours in order to achieve a better travel environment. This advice and guidance is provided to the school to help with the development of an effective STP that addresses all the issues.

- 2.6 There are 62 publicly funded schools and 11 independent schools in the borough and best use of resources is made to try and provide a regular and visible presence at the schools to work together with the schools in developing STPs and delivering Road Safety Education Training.
- 2.7 As a part of the current school expansion programme the Council Travel Planners work in partnership with the schools which are expanding to help them develop strategies and measures for their STPs to encourage a higher level of walking, cycling and travel by public transport. The intention of this is to proactively limit any increase in private car usage due to the expansion that could affect the local environment.
- 2.8 STP's are a powerful way to influence parental behaviour and have been proven to encourage walking to school and reduce car use. Schools are encouraged to apply for accreditation through the Transport for London (TfL) STARS (Sustainable Travel: Active, Responsible, Safe) scheme. This scheme recognises bronze, silver and gold standards of accreditation, based on the performance of the STP, and provides targets for the schools to achieve. In general terms the more initiatives a school delivers and the greater the change in behaviour, the higher the STARS Accreditation awarded.
- 2.9 Table 1 below gives a summary of the STARS accredited STPs in Harrow in recent years. The figures for last year are still being agreed.

Accreditation level	2012/13	2013/14	2014/15	2015/16 (predicted)
Bronze	13	21	16	22
Silver	9	12	7	3
Gold	1	3	8	10
In development	0	0	0	15
<b>Total number of travel plans</b>	<b>23</b>	<b>36</b>	<b>31</b>	<b>50</b>

- 2.10 The STARS programme provides a framework and support for nurseries, schools, colleges and academies to help them put an accredited school travel plans in place. It rewards educational establishments for their achievements and commitment to encourage walking, cycling and road safety.
- 2.11 The programme helps schools to identify issues, set targets, monitor progress and celebrate success. Around 47% of London schools are currently part of the STARS accreditation scheme. STARS accredited schools have delivered over 15,000 travel initiatives including cycle training, walking incentive schemes, independent travel skills training and campaigns to reduce congestion around the

school site. Year on year, more and more schools are joining the STARS programme as they realise the benefits for their school, their pupils, their teachers and the entire school community.

- 2.12 TfL have a website dedicated to STARS, which provides support for schools. Harrow Council also has a website, which is designed to assist schools in developing and updating their STPs online, making the process as simple as possible. The accreditation application has a number of categories and schools applying are encouraged to upload evidence throughout the academic year to demonstrate they meet the criteria. Applications are submitted to TfL in the summer term.
- 2.13 Participation in the STARS programme is voluntary however it has the following potential benefits for the whole school community:
- A more accessible school site
  - Improvements to school grounds (e.g. bicycle storage)
  - Fewer cars, less congestion and improved air quality around the school
  - Healthier, more productive and active pupils, families and staff
  - Improved attendance and academic success
  - Recognition within the school, the local community and across London or travel-related achievements
  - Skills, knowledge and experience to make informed travel choices and equipping young people with valuable life skills to travel actively, safely and responsibly in the future.
  - Encourages pupil participation and empowerment, benefiting pupils' personal development through the Junior Travel Ambassador (JTA) and Youth Travel Ambassador (YTA) schemes
- 2.14 The majority of schools that develop an STP will initially become accredited at bronze level. Within Harrow there are now eight gold accredited schools with a further two school expected to achieve gold status soon. This reflects a greater focus by the Council on promoting and encouraging STPs with schools over recent years.
- 2.15 **Appendix A** gives details of all existing schools in the borough with STPs and their current status within the STARS programme.

### **School expansion programme**

- 2.16 Half of Harrow's primary schools are expanding and this is placing additional demands on the highway network. The impact of school expansions is incremental over a 7 year period and consideration is being given to the

necessary initiatives required to mitigate the potentially detrimental impacts of car travel resulting from the increasing size of the school population.

- 2.17 As each school expansion in the programme is developed and put through the planning process a full independent transport assessment is undertaken to review all the current and future transport issues and to identify any necessary actions required to mitigate the impacts of expansion. Any recommendations are reported to the planning committee when the planning applications for the expansion schools are considered.
- 2.18 Most recommendations involve reviewing and amending the school travel plans but may also identify highway interventions needed to support the school travel plans. Any highway works identified are incorporated into the Council's forward work programmes based on when the school expansion will take additional students so that interventions are in place beforehand. School travel plans are revised and improved in advance of the school expansion and a condition of the planning permission is that time based STARS accreditation targets are set so that STP performance can be monitored.

### **2016/17 programme of work**

- 2.19 The principle aims of the school travel planning programme of work is to reduce the number of children taken to school in private vehicles, to encourage greater participation by schools in developing an STP, to improve the effectiveness of the STPs and to seek higher levels of STARS accreditation.
- 2.20 The initiatives are often presented as environmentally friendly programs that increase physical activity among children, resulting in benefits far beyond that of reduced traffic congestion. They are designed to change both parents' and students' behaviour and provide incentives for participating which can go a long way toward achieving congestion reductions. The councils Travel Planners arrange regular workshops with the schools to help them with the development of the STP and have a programme of events outside schools to discourage parents from using the motor car.
- 2.21 There is an on-going programme of consultations with schools which is monitored using a schools web based database. This database lists all the schools in the borough indicating when they were last visited and the status of their STP. Schools are encouraged to sign up to the TfL STARS accreditation scheme.
- 2.22 The intention for 2016 /17 is to achieve 68 schools signed up to the STP process. Currently there are only 5 schools out of a total of 73 which have not engaged with the Council.
- 2.23 The percentage of participating schools with STPs is a Community Directorate performance indicator.

### **STP initiatives**

- 2.24 There are a range of well-established initiatives which may be used in an STP and these are described as follows:
- 2.25 Targeting parents - Educating parents about alternative transportation modes to and from school that their children can use, highlighting the dangers and legal consequences of parking offences, informing parents how they can play a role in reducing congestion and increasing student safety by following the rules of the road. These initiatives are provided in the PTA newsletter or distributed in fliers handed to parents as part of a campaign whilst they are waiting in school drop-off and pick-up zones.
- 2.26 Walking / Cycling / Scooting - Encouraging children to walk, bike or scoot to school is key to reducing congestion outside schools. This is done by integrating the health and environmental benefits of walking, biking or scooting to school into the school curriculum (e.g. encouraging pupils to consider the impact of different transportation choices on the environment as well as their own physical health). These can enhance such programs by enabling students to earn points and/or rewards based on how frequently they walk or bike to school.
- 2.27 Car Sharing - Encouraging car share by parents and school staff and enabling participating drivers to get in and out of the school area, and on to their jobs or errands faster.
- 2.28 Travel information - Mapping out safe pedestrian and cycle routes to school to make walking and bicycling to school safer and easier. This is achieved by preparing maps and information about the safest ways (e.g. routes that avoid busy junctions) that children can travel by bike or walk to and from school, adding details about crossing points and school crossing patrols. This can help to encourage parents to have their children walk or bike to school. A mapping system for secondary schools was developed by Harrow several years ago and this is now being done for primary schools as well.
- 2.29 Walking buses - Implementing a “walking bus” programme for schools. Under such programs a route is identified with pedestrian safety in mind and parents or teachers are recruited to “drive” the bus by walking along a predetermined route to pick up children who are registered by their parents to “ride” the bus and escort them by foot to the school. Promotional materials such as student sashes, school bag tags, and bus stop signs are often used as part of the program, as are backpacks and lockers to make it easier for children to walk without having to haul a large volume of books and school supplies with them. These work well already at schools like St John Fisher and Grimsdyke schools. Naturally, such programs work only in neighborhoods that are near the school.
- 2.30 Cycle trains - Similar to walking buses, cycle trains entail a group of parents’ and pupils’ cycling to school together. Safe biking routes are mapped out in advance, and school bags and lunch boxes are transported in a bike trailer pulled by a parent volunteer. Any biking program should include the installation of lockers or other ways to accommodate and secure the anticipated increase in bikes on school property.

- 2.31 School buses - While this option can sometimes be viewed as cost-prohibitive, using buses or minivans to transport children to school is nonetheless an effective means of reducing the number of children taken to school by car, as well as the congestion that is associated with that transportation mode.
- 2.32 Instituting a “bus” program, however, must involve a consideration of when and where buses will load and unload. Otherwise, buses could end up contributing to a congestion problem rather than reducing it. Moreover, before initiating a new “bus” system, it is necessary to consult with parents to confirm that they would use it. The source of many congestion problems stems from poorly planned drop-off and pick-up procedures, as well as the parking arrangements or layouts. Altering these can sometimes resolve congestion issues with little impact to parents’ and students’ daily routines.
- 2.33 Vehicular drop off and pick up of students - Altering drop-off and pick-up times for schools can reduce congestion considerably. This can be achieved by staggering the school start and finish times for different year or key stage groups thereby altering the times during which parents drop off or pick up their children. This has been successful at schools such as Avanti House in Common Road which has reduced the impact on main road traffic by spreading the school traffic across a wider time period. In addition to this consideration can also be given to defining specific drop-off and pick-up locations in order to, encourage alternative routes into and out of the school area so that drivers do not all congregate in one place. Introducing drop-off locations, whereby school staff or volunteers escort children from car to school, can also expedite the drop-off process. Any changes in drop-off and pick-up procedures are normally initiated at the start of the school term to eliminate confusion, accompanied by clear and detailed written instructions.
- 2.34 Parking controls - Establishing no parking zones in key areas outside schools to reduce congestion at the immediate school site entrance can be done by the use of mandatory “School keep clear” (SKC) markings. The SKC markings outside school entrances were made mandatory several years and are enforceable by the Council’s parking attendants. These are normally at locations where the main school entrance is located with a high number of pedestrians. Where appropriate introducing “at any time” no waiting restrictions (double yellow lines) at key locations such as junctions and crossing points can be introduced to restrict obstructive parking that might be adding to congestion and to provide improved visibility where parking adversely affects safety on walking routes to school.
- 2.35 Parking Enforcement – The Council has three dedicated CCTV enforcement vehicles in use which undertake enforcement activity at all schools on a regular rota dedicated to the monitoring of school parking restrictions. Their impact is primarily preventative and the focus is on ensuring the safety of children. The use of these vehicles is also supported by occasional visits by parking attendants who respond to parking complaints from the public. Current problems at schools are risk assessed on a weekly basis by the Travel Planners and tasking lists are provided to guide parking enforcement activities. These tasking lists prioritise the visits of the two CCTV cars to schools with known problems.

## **Park High School**

- 2.36 Park high School has been a focus of traffic issues reported by the public and councillors in recent months and it was agreed with the TARSAP Chair to provide an update on this school specifically.
- 2.37 Officers from the Traffic Team met with ward councillors, the Safer Neighbourhood Police team, and local residents outside Park High School earlier this year to review the congestion and traffic flow issues when traffic is arriving and dispersing from the school. The school is served by two cul-de-sacs Thistlecroft Gardens and Burnell Gardens. The issues observed outside the school were noted as follows:
- Dropping off children in close proximity to the school sometimes parking across driveways and on school keep clear markings,
  - Access to the school is via Thistlecroft Gardens and Burnell Gardens which are cul-de-sacs, vehicles that enter need to turn around and sometimes use driveways or drive over footways / verges to make these manoeuvres, this is a cause of congestion.
  - U turning of vehicles on Crowshott Avenue,
- 2.38 The conclusion of officers was that the observed congestion is very similar to that which exists outside the majority of Harrow schools at opening and closing times. It was acknowledged by all parties at the meeting that this situation is not unique to Park High School and is difficult to resolve, because the council has no direct control over travel choices and behaviour.
- 2.39 The main solutions proposed to resolve these issues were:
- Engagement with the school to develop a School Travel Plan (Council),
  - Improved parking / traffic enforcement (Police / Council),
  - Working with the Police to carry out more sustained campaigns outside the school to educate inconsiderate drivers (Police / Council),
- 2.40 There is no statutory requirement for the school to develop a travel plan other than when compelled to do so through the planning process, however, there is no current opportunity to require this to happen. The Council has therefore been encouraging the school to develop a school travel plan and the school has agreed to do this from September 2016.
- 2.41 Since the meeting officers have made contact with the school to provide assistance with preparing a School Travel Plan and agreed to work with the Council's parking enforcement team and the local Police on developing enforcement campaigns outside the school in the future. Some surveys will be arranged to identify parking patterns around the school that will include Saturdays when the school is used for other activities that also have a traffic impact.



- 2.42 The Police have confirmed that they regularly visit the school to undertake any necessary enforcement actions and have issued tickets for motoring offences to some drivers.
- 2.43 The Council are also planning to introduce a 20 mph zone around the school in the 2016/17 TFL programme of works as a part of the wider 20mph zone programme in the Councils Transport Local implementation Plan. These schemes are targeted at schools to improve the environment for pedestrians in the vicinity of schools and encourage walking and cycling to school. Consultation with the public is planned to commence before the summer holidays.
- 2.44 Other parking and congestion issues have also been reported by the public in this same area connected with events in the school hall during the day at the weekends. The planning team have been advised and are reviewing the activities taking place and any planning conditions that may apply.
- 2.45 A briefing with local ward councillors and the Chair of TARSAP has been arranged for the beginning of July to review progress with these issues. A verbal update will be provided at the meeting.

### **Section 3 – Further Information**

- 3.1 Further information about the council's policy and objectives with regard to travel planning activities can be seen in the Council's Transport Local Implementation Plan.
- 3.2 The panel will receive regular updates on the status of STPs in the borough.

### **Section 4 – Financial Implications**

- 4.1 Funding is made available from TfL annually to support the development of STPs and the implementation of physical measures to promote sustainable modes of transport and initiatives via the Local Implementation Plan (LIP) funding grant settlement.
- 4.2 In 2016/17 LIP funds are provided to support the recruitment and retention of school travel planners (£55k), to provide STP school support measures (£80k) and to provide boroughs with funding to support free cycle training for adults and children (£80k).

### **Section 5 - Equalities implications**

- 5.1 Travel planning initiatives were included in the Transport Local Implementation Plan (LIP) which was approved by full Council. The LIP was subject to an Equalities Impact Assessment where the proposed programme of investment included was identified as having no negative impact on any equality groups.

5.2 Travel planning initiatives are routinely subject to a review of equality issues as a part of their development and in general terms there are positive impacts on some equalities groups, particularly disability and age.

## **Section 6 – Council Priorities**

6.1 The funds allocated by TfL and Harrow for transport improvements will contribute to achieving the administration’s priorities:

- Making a difference for the vulnerable
- Making a difference for communities
- Making a difference for local businesses
- Making a difference for families

## **Section 7 - Statutory Officer Clearance**

Name: Jessie Man



on behalf of the  
Chief Financial Officer

Date: 28/06/16

**Ward Councillors notified:**

**NO, as it impacts on all  
wards**

## **Section 8 - Contact Details and Background Papers**

### **Contact:**

Barry Philips – Team Leader, Traffic & Parking Management  
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### **Background Papers:**

Local Implementation Plan 2

## APPENDIX A – Status of School Travel Plans in the borough 2016/17

School name	Type of school	STARS Accreditation Achieved			Predicted 2015/16	Target 2016/17
		2012/13	2013/14	2014/15		
Alexandra School	SEND	NA	Bronze	Bronze	Bronze	Bronze
Alpha Preparatory School	IND	NA	Bronze	Bronze	Bronze	Bronze
Avanti (Pinner High Site)	FREE	NA	NA	NA	Gold	Gold
Avanti House (Common Road)	FREE	NA	NA	Gold	In dev	Bronze
Aylward Primary School	PRI	NA	Bronze	NA	Bronze	Bronze
Belmont School	PRI	Silver	Silver	Gold	Gold	Gold
Bentley Wood High School	SEC	NA	Bronze	NA	In Dev	Bronze
Buckingham College Preparatory School	IND	NA	NA	NA	NA	In Dev
Camrose Primary School with Nursery	PRI	NA	NA	NA	Bronze	Bronze
Cannon Lane Primary School	PRI	NA	Bronze	NA	Bronze	Bronze
Canons High School	SEC	Bronze	NA	NA	NA	Bronze
Cedars Manor School	PRI	Bronze	NA	Bronze	Bronze	Bronze
Earlsmead Primary School	PRI	NA	Bronze	Bronze	Bronze	Silver
Elmgrove Primary School and Nursery	PRI	NA	NA	NA	Bronze	Bronze
Glebe Primary School	PRI	Silver	Silver	NA	Silver	Silver
Grange Primary School	PRI	Bronze	Bronze	NA	In Dev	Bronze
Grimsdyke School	PRI	NA	NA	Bronze	Silver	Gold
Harrow Collegiate	IND	NA	NA	NA	NA	In Dev
Harrow High School	SEC	NA	NA	NA	Bronze	Bronze
Harrow Primary School	IND	NA	NA	NA	NA	Bronze
Harrow School	IND	NA	NA	NA	NA	NA
Hatch End High School	SEC	NA	NA	NA	NA	Bronze
Heathland School	PRI	NA	NA	NA	NA	Bronze
Kenmore Park Infant and Nursery School	PRI	Silver	Silver	Gold	Gold	Gold
Kenmore Park Junior School	PRI	NA	Bronze	NA	In Dev	Bronze
Khalsa College London	SEC	NA	NA	NA	NA	Bronze
Kingsley High School	SEND	NA	NA	NA	In Dev	In Dev

Krishna-Avanti Primary School	FREE	Silver	Silver	NA	NA	Silver
Longfield Primary School	PRI	Bronze	Bronze	Bronze	In dev	Bronze
Marlborough Primary School	PRI	Bronze	Silver	Silver	Bronze	Bronze
Moriah Jewish Day School	IND	NA	NA	NA	NA	Bronze
Newton Farm Nursery, Infant and Junior School	PRI	Silver	Gold	Gold	Gold	Gold
Norbury School	PRI	Bronze	Gold	Gold	Gold	Gold
North London Collegiate School	IND	NA	NA	NA	NA	In Dev
Nower Hill High School	SEC	NA	Bronze	Bronze	Bronze	Bronze
Orley Farm School	IND	NA	NA	NA	NA	In Dev
Park High School	SEC	NA	NA	NA	In Dev	Bronze
Pinner High School	SEC	/	/	/	/	Bronze
Pinner Park Infant and Nursery School	PRI	Bronze	Bronze	Bronze	In Dev	Bronze
Pinner Park Junior School	PRI	Bronze	Bronze	Bronze	In Dev	Bronze
Pinner Wood School	PRI	NA	Bronze	Bronze	Bronze	Bronze
Priestmead Primary School and Nursery	PRI	NA	NA	NA	Bronze	Bronze
Quinton Hall School	IND	Bronze	Bronze	Bronze	Bronze	Bronze
Reddiford School	IND	NA	Silver	Silver	NA	Silver
Rooks Heath College for Business and Enterprise	SEC	NA	NA	NA	NA	Bronze
Roxbourne Primary School	PRI	NA	Bronze	Bronze	Bronze	Bronze
Roxeth Mead School	PRI	NA	NA	NA	NA	In Dev
Roxeth Primary School	PRI	Bronze	NA	NA	NA	Bronze
Salvatorian Roman Catholic College	SEC	NA	NA	Bronze	In Dev	Bronze
Shaftesbury High School	SEND	NA	Bronze	NA	Bronze	Bronze
St Dominic's Sixth Form College	SEC	NA	NA	NA	In Dev	Bronze
St Jerome's Church of England Bilingual Primary School	PRI	/	/	/	/	Bronze
St. Anselm's Catholic Primary School	PRI	Bronze	Bronze	Gold	Gold	Gold
St. Bernadette's Catholic Primary School	PRI	NA	NA	Bronze	Bronze	Bronze
St. George's Catholic Primary School	PRI	NA	Bronze	NA	In Dev	Bronze
St. John Fisher Catholic Primary School	PRI	Gold	Gold	Gold	Gold	Gold
St. John's Church of England Primary School	PRI	NA	NA	NA	In Dev	Bronze
St. Joseph's Catholic Primary School	PRI	Silver	Silver	Silver	Silver	Silver
St. Teresa's Catholic Primary School and Nursery	PRI	Silver	Silver	Silver	Silver	Silver

Stag Lane Infant and Nursery School	PRI	NA	NA	NA	In Dev	Bronze
Stag Lane Junior School	PRI	NA	NA	Bronze	Bronze	Bronze
Stanburn Primary School	PRI	NA	NA	NA	NA	Bronze
The John Lyon School	IND	Bronze	Bronze	Bronze	Bronze	Bronze
The Jubilee Academy	SEC	NA	NA	NA	In Dev	Bronze
The Sacred Heart Language College	SEC	NA	NA	NA	NA	In Dev
Vaughan Primary School	PRI	Silver	Silver	Gold	Gold	Gold
Weald Rise Primary School	PRI	NA	NA	NA	Bronze	Bronze
Welldon Primary School	PRI	Silver	Silver	Silver	In Dev	Silver
West Lodge Primary School	PRI	NA	Silver	Silver	Bronze	Silver
Whitchurch Primary School	PRI	Bronze	Bronze	NA	NA	Bronze
Whitefriars School	PRI	NA	Bronze	NA	NA	Bronze
Whitmore High School	SEC	NA	Silver	Silver	Bronze	Silver
Woodlands School	SEND	NA	NA	NA	NA	In Dev