

## Scrutiny Management Committee

6 December 2010

Report of the Head of Civic, Legal & Democratic Services

### School Travel Plans Ad Hoc Scrutiny Committee – Final Report

#### Summary

1. This report presents the final report of the School Travel Plans Ad Hoc Scrutiny Committee and asks members to comment on the arising recommendations. Councillor Potter, Chair of the Ad-hoc Scrutiny Committee, will be attendance to present the report.

#### Background

2. In coming to a decision to review this topic, the Committee recognised certain key objectives and the following remit was agreed:

3. **Aim**

To identify an integrated approach to travel plan development that recognises the relationships between active travel and health, sustainability (particularly air quality and climate change issues) and traffic congestion and community cohesion.

#### Objectives

Having regard to the impact of traffic congestion (based on external evidence and those measures already implemented in LTP1 or proposed in LTP2), recommend and prioritise specific improvements to:

- i. Understanding what works and what doesn't work in York, and best practice elsewhere.
- ii. Understanding the costs and challenges, in order to identify how the council, schools and their communities can do school travel planning better.
- iii. Identifying the best way to support schools with travel planning, either through the role of School Travel Plan Co-ordinators (subject to available funding being provided/identified), or providing support to schools through an alternative mechanism.
- iv. Identifying any key messages for wider travel planning in York

## Consultation

4. Officers from the council's Transport Planning Unit (TPU) provided support throughout the review and officers from Planning, Network Management and Development Control were consulted.
5. In addition, the Committee invited a representative from Sustrans<sup>1</sup> to attend a meeting to provide advice on national best practice, and members of the Committee visited a number of schools to meet with Head Teachers, other members of staff responsible for school travel plans, and pupil representatives.

## Options

6. Having considered the findings contained within the final report and its annexes attached, Members may chose to support all, some or none of the recommendations shown in paragraph 8 of this cover report.

## Analysis

7. In regards to the aims and objectives of this review, the School Travel Plans Ad-hoc Scrutiny Committee analysis of all of the information gathered, is shown within their final report at Appendix 1.

## Summary of Recommendations Arising from the Review

8. The Ad-hoc Scrutiny Committee agreed the following recommendations:

Recommendation	SMC Comments
<b>1</b> - Improve collaborative working across service areas and Directorates to allow for improved forward planning in Schools	
<b>2</b> - Include in best practice guide for schools - 'encourage year 6 pupils to cycle/walk to secondary schools on induction days to build pupil/parent confidence, in time for starting at secondary school' (Linked to recommendation 10)	
<b>3</b> - Instruct officers to investigate sources of sustainable funding for initiatives and incentives for future financial years	
<b>4</b> - Instruct officers to investigate the	

<sup>1</sup> Information on Sustrans can be found in a foot note in the Final Report attached at Appendix 1.

<p>introduction of a 'one-off' cycle allowance for use in purchasing a bicycle and equipment and/or a loan scheme for bicycles and equipment, in place of free bus travel for those that want it and are eligible</p>	
<p><b>5</b> - Reprioritise the work of Civil Enforcement Officers to allow for an increase in the amount of time they can spend enforcing the parking restrictions outside schools</p>	
<p><b>6</b> - Instruct Communities &amp; Neighbourhoods Parking Services to investigate and provide future report to the Executive on the use of a CCTV car and sharing the costs with other local authorities and/or public agencies</p>	
<p><b>7</b> - Revise council policy to ensure Development Control can only accept an STP in support of a school planning application if it adheres to the DfT minimum standards contained within the 'School Travel Plan Quality Assurance - Advice Note' issued by the DfT &amp; DCSF in 2007. In cases where an STP does not meet those standards, instruct Development Control to make it a condition of planning consent, or successor documents.</p>	
<p><b>8</b> - Identify a clear strategy for resolving inter-directorate issues to ensure enforcement of conditions of planning consent relating to STPs</p>	
<p><b>9</b> - Include in best practice guide for school 'that a Travel Plan Champion be identified within the school' (Linked to recommendation 10)</p>	
<p><b>10</b> - Transport Planning Unit to develop and issue a best practice guide for York schools, to include:</p> <ul style="list-style-type: none"> <li>• a toolbox of measures for schools to pick and choose from when producing/revising their STP</li> <li>• promotion of the involvement of all</li> </ul>	

<p>relevant parties i.e. governors, parents, children and staff champions</p> <ul style="list-style-type: none"> <li>Information on what <b>has</b> previously proved successful in York and what has not, to inform school's choices (in support of objective (i) )</li> <li>a school travel plan template</li> </ul>	
<p><b>11</b> - To support the work of the Transport Planning Unit, the following to be made available online via the forthcoming schools portal (referred to in paragraph 73 of the final report):</p> <ul style="list-style-type: none"> <li>Best Practice Guide (see Recommendation 10)</li> <li>exemplar School Travel Plan</li> </ul>	
<p><b>12</b> - Identify framework for reviewing and monitoring STPs</p>	
<p><b>13</b> - Recognise the value of the work and transferable skills of STPCs through the forthcoming budget process to ensure the continuation of the post for the year 2011/12</p>	
<p><b>14</b> - Promote safe routes to school through schools and Best Practice Guide (see Recommendation 10)</p>	
<p><b>15</b> - Provide access to information on safe routes to school (or links to external sites providing that information) via the new Education Portal</p>	
<p><b>16</b> - Increase publicity by emphasising within existing/future schemes the health benefits of walking and cycling</p>	

## Corporate Strategy

9. This review related to a number of the themes within the Council's Corporate Strategy e.g. that the Council will make York a Healthy and more Sustainable City.

## Implications

10. The implications associated with the recommendations arising from the review are detailed at paragraphs 87-94 of the final report at Appendix 1.

### **Risk Management**

11. There are no known risks to the Council associated with the recommendation in this cover report.

### **Recommendations**

12. Members are asked to note the contents of the attached final report and its annexes, and provide comments on the findings and recommendations so that they can be fed into the table at paragraph 9 of this cover report, and taken into account when the Executive considers the final report.

Reason: To fully inform the Executive of the outcome of the School Travel Plans Ad Hoc Scrutiny Review.

### **Contact Details**

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**Report Approved**



**Date**

30 November 2010

**Specialist Implications Officer(s)**

N/A

**Wards Affected:**

All



**For further information please contact the author of the report**

**Background Papers: N/A**

**Appendix 1 – Final Report**

**Annex A –** DfT Paper - 'Making School Travel Plans Work: Effects, Benefits and Success Factors at English Schools'

**Annex B –** 'School Travel and Evidence data - Case Studies August 2010: A) Examples of LA wide mode shift improvements'

**Annex C –** Information on Pilot Cycle Voucher Scheme from Hull City Council

**Annex D –** Examples of Best Practice in York

**Annex E –** Feedback from School Visits