

Appendix 1

Approved Scoping Document



Hampshire
County Council



Hampshire
Services

Scoping report

Proposed expansion of The Federation of
Trosnant Schools, Havant.

On behalf of **Property Services, Hampshire County Council**

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1. Background

1.1. Overview

1.1.1. This Scoping Document (SD) has been prepared by Hampshire Services (HS) to assist early discussions with Hampshire County Council (HCC) Development Planning in agreeing the appropriate scope / methodology for the proposed expansion to The Federation of Trosnant Schools (FTS), Havant; comprised of Trosnant Infant (TIS) School and Trosnant Junior School (TJS).

1.1.2. Once approved, HS will progress to complete the final document to accompany a formal planning application.

1.1.3. To enable survey work to be undertaken in line with best practice, survey methodology as outlined within this SD has already been agreed with Hampshire County Council's (HCC) Highways Development Planning team (HDP).

1.2. Location

1.2.1. FTS occupies a site in the town of Havant approximately 1 kilometre to the northwest of Havant (taken as the town centre – West Street).

1.2.2. The site is bound to the north and south by recreational ground and to the east by residential properties facing onto Chilcombe Close. To the west it is bound by Stockheath Lane, a single carriageway distributor road which is largely residential in nature, with a number of residential roads forming minor arms of priority junctions and direct access onto park land (Heritage Stream, Hermit's Lea). Vehicular access to the School is via Stockheath Lane.

1.2.3. The location of FTS is shown in **Error! Reference source not found..1.**

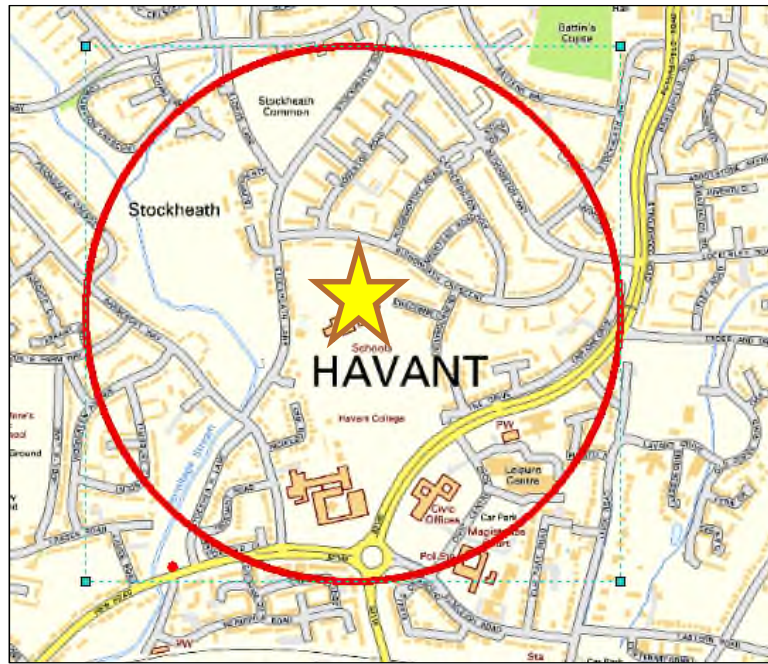


Figure 1.1 Site Location Plan

1.2.4. To the east of FTS Stockheath Lane is on a north/south-west alignment and connects with Barncroft Way c. 180m south west of the school. Barncroft Way is also a single carriageway distributor road and both roads are street-lit and subject to a 30mph speed limit. Stockheath Lane has footways on both sides of the carriageway, with the western footway separated from the carriageway by a wide grass verge. There are yellow zig-zag lines across the access to the School. These are covered by signage which states “No stopping Mon-Fri – 8am – 6pm on School entrance markings”. Single Yellow Lines (SYLs) are also in place on the this side of the carriageway measuring approximately 31m to the north of the School entrance and to the south until approximately 55m from the junction with Barncroft Way, where they are replaced by double yellow lines (DYLs). The SYLs are enforceable between 8am and 6pm. On the western side of the carriageway, double yellow lines extend from opposite the School entrance, 93m to the north and all the way to the junction with Barncroft Way to the south. The DYLs are covered by signage demonstrating that parking is not permitted “at any time”. The road is also covered by School Warning Signs to the north and the south, and pedestrian guard-railing is in place directly outside of the School entrance on the eastern side of the carriageway.

- 1.2.5. To the north of the School is Blendworth Crescent. Blendworth Crescent is a single carriageway residential road with on-street parking and pedestrian footways on both sides of the carriageway. It is street-lit and subject to a 30mph speed limit. Blendworth Crescent provides access to Holybourne Road which in turn provides access onto Chilcombe Close.
- 1.2.6. The 2016 travel to school plot (shown in Figure 1.2) shows that more pupils live north of the school than the south of the school. Within a 20 minute walking zone, more pupils walk from the west than from the east. To the north of the school more pupils live to the north-west than the north-east, and good number of pupils walk to school from this area. It can also be seen that a relatively high number of pupils (238 pupils) currently attending the school live outside of the catchment area, particularly the housing area north-west of the school. Figure 1.2 (also attached as Appendix A) shows that these travel by car alone, car share, and on foot.

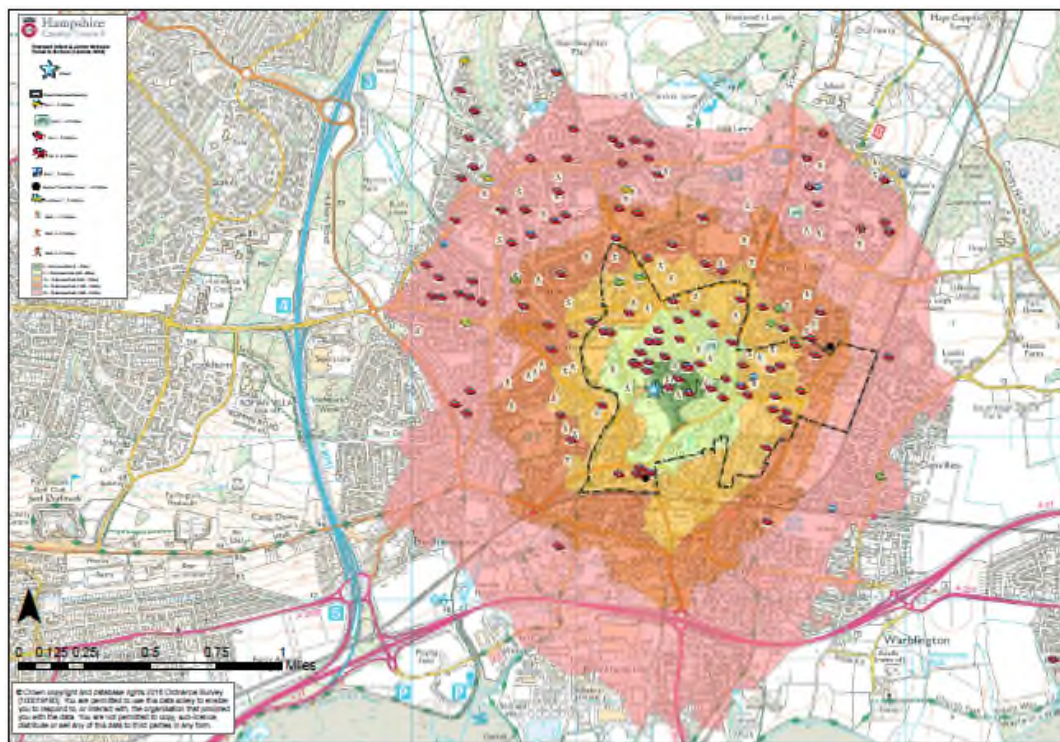


Figure 1.2 Travel to School Plot 2016

- 1.2.7. On the eastern side of the School site there is a further vehicular entrance gate which is currently kept locked, except for maintenance vehicles. This gate leads onto Chilcombe Close, a No-Through residential road. It is street-lit and subject to a 30mph speed limit although, due to the geometry of the street, it is likely that speeds are much lower. On the north of the carriageway, Chilcombe Close has eleven parking bays marked on the footway. These are behind zig-zag lines which extend approximately 28m from the School entrance. An SYL runs from the end of the zig-zags to the

junction with Holybourne Road, this is covered by signage which shows that no stopping is permitted “Mon-Fri, 8.30-9.30am and 2.30-3.30pm”. The zig zag lines are also in place on the south side of the carriageway, and also cover a turning head which is approximately 10m from the School entrance. Footways are present on both sides of the carriageway. The zig-zag lines are covered by signage which states “No stopping on entrance markings”. Finally, approximately 10m of DYLS and white entrance markings are in place covering two residential driveways on the southern side of the carriageway.

1.2.8. As the school is located within a residential area, there is a good network of footways in the immediate vicinity of the site. These external footways afford connections with internal footways within the school site.

1.2.9. Traffic free walking and cycling routes are also provided through Hermit’s Lea from Barncroft Way and other surrounding residential areas.

1.2.10. There are currently no School Crossing Patrols associated with the School, as a PV2 count undertaken in 2013 on Stockheath Lane did not meet minimum requirements.

1.3. Why is the school expanding?

1.3.1. there is a modest amount of new development proposed within in the FTS catchment area (immediately to the north of the School site and allocated site H69). In accordance with [HCC’s developer contributions policy](#) (0.3 children per dwelling) this could create a demand for 42 new spaces (15+27). However, FTS needs to expand in order for it to accommodate the anticipated pupil numbers arising from general increases in children of school age within catchment.

1.3.2. FTS, which takes pupils from aged 4 to 11, has a published admission number (PAN) of 60 pupils, with a total capacity for 420 pupils. In 2015/2016 school year, there were 424 pupils on the roll, as shown in Table 1.

Table 1 Number on roll

Year	2016	2015	2014
Year R	84	60	60
Year 1	60	58	60
Year 2	60	60	49
Year 3	58	48	53
Year 4	50	54	60
Year 5	56	57	44
Year 6	56	45	52
Total	424	382	378

Source: HCC Website

1.3.3. The figures above include children associated with two temporary classrooms which were added to the FTS site last year. These two classrooms would be removed as part of the proposed expansion with the children included in the overall expansion figures.

1.3.4. The number of pupils attending the Trosnant Schools from outside of the catchment area in the 2015/16 academic year was 238. Other schools in the area are now filling from within their own catchments and it is therefore expected that the Trosnant catchment pupils will be pushed back into the FTS Schools.

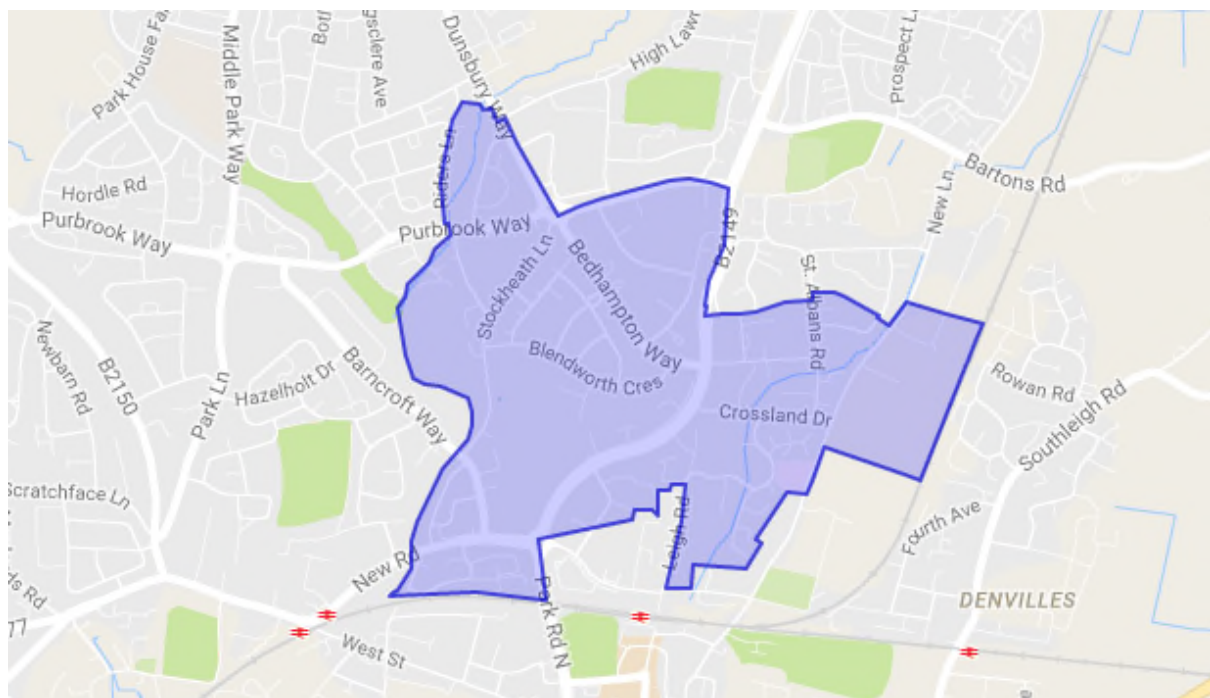


Figure 1.3 Catchment area

1.3.5. There are 95 staff at the school (67 teachers and 28 support staff).

1.3.6. Within the site, and close to the access off Stockheath Lane, there is a parent car park with 2 accessible spaces and 23 marked bays. There is a separate car park located north of the main School buildings for staff, and drop-off/pick up associated with the nursery and children's centre, and the school breakfast club. This second car park has a manual barrier at the entrance/exit which is currently operated by school staff. It has 45 marked bays (including one for the nursery manager) and four accessible bays with an additional eight standard spaces and one accessible space associated with Trosnac (although it is not clear at this stage if this is Trosnac the Children's Centre or Trosnac the nursery). The Childrens Centre is based within the main school

buildings. In addition, there is one minibus space, two taxi bays and one delivery bay. See Appendix A – Topographical surveys.

1.3.7. There is one main vehicular point of access into the School, and a further one for emergency and maintenance access. Both points double up as pedestrian points of access. The main access from Stockheath Lane is in the form of a priority junction. The pedestrian accesses (both sides of the carriageway) are gated off and the footways are segregated by a mix of guard-railing and wooden fencing. The second point of access from Chilcombe Close is primarily used for landscaping contractors, and is gated. The pedestrian access is also gated and separated from the vehicular access by pedestrian guard-railing.

1.3.8. Scooter and cycle storage is currently located within the curtilage of the Scout hut which is also within the site. There are 36 scooter spaces and 27 cycle spaces secured behind a gate accessed via a footpath to the north of the car park, with an informal zebra crossing providing pedestrian access to the school to the south of the car park. A further four cycle spaces are located by Reception.

1.4. Proposals

1.4.1. It is proposed that the School expansion will enable an extra form entry to attend FTS (from a 2FE to a 3FE). This equates to 210 pupils; 90 at TIS and 120 at TJS.

1.4.2. New staff would also be associated with the expansion as set out below:

Table 2 Proposed new staff

School	Teaching	Non Teaching
Infant	3	4.5 LSAs (1.5 per class) 3 lunchtime staff
Junior	4	6 LSAs (1.5 per class) 4 lunchtime staff
Across both Schools		Max. 2 cleaners 1 HC3S staff
Total	7	20.5

1.4.3. The current proposals for the works associated with the proposed expansion are attached as Appendix B. In summary, there will be:

- Three classrooms associated with the Infant School (two of which will be conversions of the current rooms associated with the Trospac Childrens Centre);

- A four class block for the Junior School;
- 140m² of new build associated with non-teaching requirements; and
- The current temporary classrooms would be removed.

1.4.4. There are currently no plans to alter the vehicular access arrangements. If this changes through the design process, details will be included in the full Transport Statement.

1.5. Local Planning fit

1.5.1. There is no current Neighbourhood Plan for Havant. The Local Plan is currently in a period of consultation over housing sites only one of these ([H69 for 90 dwellings on a mixed use site, under Policy HB3](#)) is within the Schools' catchment. There are no relevant sites within catchment in Havant's recently published [Draft Local Plan Housing Statement](#). In accordance with HCC's [developer contributions policy](#) could result in a demand for 27 primary school places (0.3 x 90) within the FTS catchment area.

1.5.2. Additionally, there is a current planning application registered with Havant Borough Council (HBC) for the site immediately to the north of the School (Land at the rear of 2-56 Blendworth Crescent). This application is for 48 dwellings (20 houses and 28 flats) which, in accordance with HCC's [developer contributions policy](#) could result in a demand for 15 primary school places (0.3 x 48, rounded up) within the FTS catchment area.

1.6. Parking

1.6.1. The TS will apply HCC's on-site parking guidelines for the calculation of the net increase in parking provision. Should any deviations from these guidelines be required, these will be formally agreed in advance of submission.

1.6.2. The Trospac Childrens Centre is due to close and the classrooms incorporated into the expansion works.

1.6.3. Staff and students associated with the temporary classrooms will be included in the new parking and trip generation calculations as these were not considered when the temporary classrooms were introduced.

1.6.4. Moreover, it is proposed that new lunchtime staff can park in the parent drop off/pick up car park as they will arrive and depart outside of times of normal demand.

1.6.5. On further discussions with the School, if it is confirmed that the parking spaces associated with Trospac are related to the Children's Centre and not the nursery, we propose to use these spaces towards the new total parking requirement. If applicable, further detail will be given in the Transport Statement.

2. Methodology

2.1. Level of assessment

2.1.1. The development proposals are for seven new classrooms (two of which are conversions of the Trospac Childrens Centre). The total GFA (teaching and non-teaching) associated with the expansion is 420m². Based on this level of development and applying HCC Guidelines it is recommended that a Transport Statement (TS) is the most appropriate level of assessment.

2.1.2. Proposed contents;

- Review of the existing area in terms of options to travel to the school by sustainable modes of transport, highway network, PIC review for previous 3 years.
- Review of existing site conditions, number of staff, pupils (enrolled vs capacity), parking (cars, bicycles, scooters), extra-curricular services provided on / at the school site. Current mode share achieved by staff and pupils
- Explanation of the development proposals
- Translation of the development proposals into Traffic Generation Impacts and Parking Requirements
- Consideration as to how to mitigate the impacts of development (both highway / infrastructure and also in relation to the School Travel Plan).
- Summary and Conclusions

2.2. Surveys

2.2.1. As previously agreed with HCC, two ATC speed and flow surveys, have been carried out; one on Stockheath Lane and one on Blendworth Crescent.

2.2.2. As previously agreed with HCC, a Parking Beat Survey covering a 500m radius from the school site (see map below) has also been completed.



2.2.3. Personal Injury Collisions (PIC) data has been obtained for a 500m radius, for the last three years.

2.2.4. To supplement this data, which shows 17 slight and 8 serious PICs (two of which were “slights” of Primary School age) in the last three years, we will review the STP postcode plot to see where pupils are walking from and potentially extend the radius to ensure key crossing points are included within this. Again we would welcome the Development Planning Team’s input as to whether this would be necessary.

2.3. Trip generation

2.3.1. To calculate the trip generations for the existing and proposed development, we propose to use School Census data. We do not propose to make any distinction in the mode split data for the Infant and Junior School pupils, but will separately account for how staff travel to work.

2.3.2. The trip generation calculations / traffic data will also be used to assess the acceptability of the parking proposals.

3. Tracking requirements

3.1.1. If access arrangements change from the existing situation, drawings should be provided to ensure that the required visibility splays (based on observed traffic speeds) can be achieved. Vehicle tracking for refuse and the largest type of delivery vehicles should also be provided in this scenario.

4. Mitigation

4.1.1. The TS will consider ways in which the traffic and transport impacts of the proposed development can be mitigated to reduce the impact on its surroundings. The mitigation measures could take the form of both highway infrastructure and also softer behavioural change / travel demand management measures. The latter will be identified through the School Travel Plan (STP), but should have reference made to them within the TS, for example the identification of a new park and stride site.

4.1.2. At this early stage in the assessment, the need for the following highway measures will be considered;

4.1.3. The following behavioural / demand management measures will be considered, predominately through the STP;

- Park and stride sites;
- Greater promotion of car sharing amongst pupils and staff
- Promotion of considerate parking

5. Summary

This scoping report sets out the methodology that will be followed in order to produce a transport statement in support of the proposed expansion of the Federation of Trosnant Schools. Any comments or queries can be discussed with:

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School Catchment Boundary

Taxi: 1 - 3 Children

Cycle: 1 - 3 Children

Car: 1 - 3 Children

Car: 3 - 4 Children

Bus: 1 - 3 Children

Mode of Travel Not Known: 1 - 3 Children

Car Share: 1 - 3 Children

Walk: 1 - 3 Children

Walk: 3 - 6 Children

Walk: 6 - 8 Children

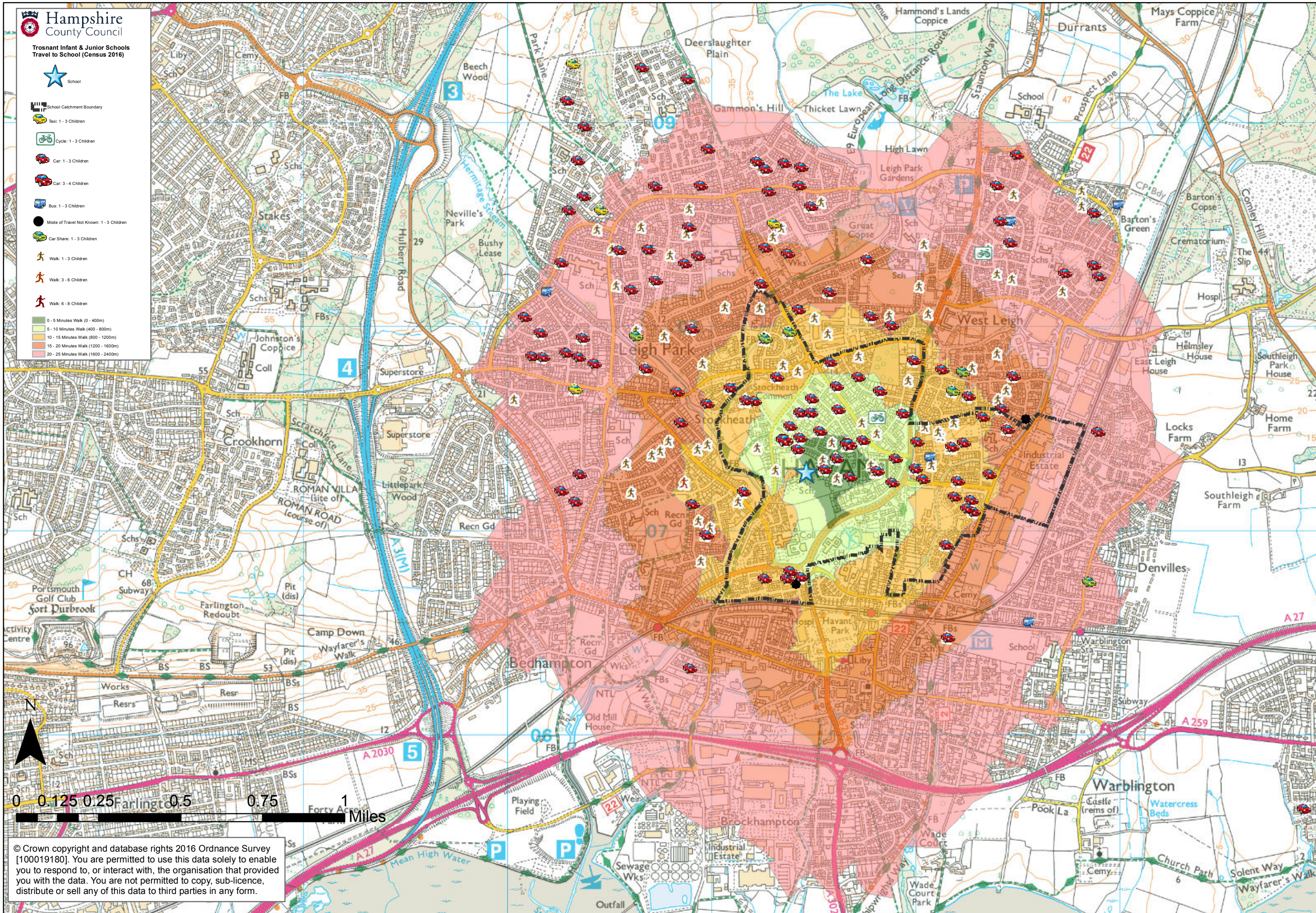
0 - 5 Minutes Walk (0 - 400m)

5 - 10 Minutes Walk (400 - 800m)

10 - 15 Minutes Walk (800 - 1200m)

15 - 20 Minutes Walk (1200 - 1600m)

20 - 25 Minutes Walk (1600 - 2400m)



Appendix 2

Havant Local Plan Housing Allocations – Havant and Bedhampton Policies Map