

Appendix A

School Travel Plan

Page	Job No	Report No	Issue no	Report Name
A10	ST13162	1	3	Emsworth Primary School



Emsworth Primary School, Emsworth

Framework School Travel Plan

Report



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Emsworth Primary School, Emsworth

Framework School Travel Plan

Report

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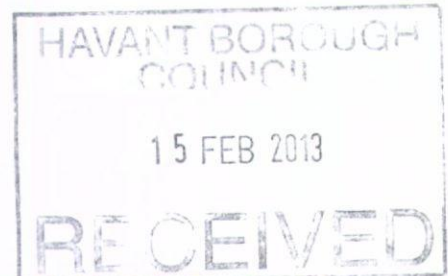
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1 Introduction

General

- 1.1 JMP Consultants Limited (JMP) has been commissioned by Hampshire County Council (HCC) Property Services (the 'Applicant') to prepare a Framework School Travel Plan (STP) to support the full planning application for the proposed expansion of Emsworth Primary School (the 'School'), Victoria Road, Emsworth, Hampshire, PO10 7LX (the 'Site'), in Havant Borough (the 'Borough').
- 1.2 This Framework STP accompanies a completed 'Transport Information Checklist' (TIC), prepared by JMP, also supporting the full planning application. The purpose of this Framework STP, which is informed by the traffic and transport study and TIC work undertaken by JMP, is to provide an overarching 'framework' for future versions and iterations of the STP, in the context of the proposed expansion at the Site and expected traffic and transport issues that are expected to result from that expansion. The requirement for, and nature of, this Framework STP has been discussed and confirmed with HCC Highways.

Proposed Development

- 1.3 The Existing School currently operates as a 'one-form entry' (1FE) primary school over seven academic years (years reception and 1-6). The Existing School has a total of 210 pupils (30 pupils in each year, equating to one class per year group). There are 23 members of staff, including 12 full-time and 11 part-time staff.
- 1.4 The Expanded School will operate as a 1.5FE primary school over the same seven academic years as the Existing School (the 'Proposed Development'). The Proposed Development will have a total of 315 pupils, a net increase of 105 pupils (+50%), or 15 pupils per year group. The increase in pupil numbers will be phased over the period of September 2013 to September 2019 and will operate at full capacity in September 2019.
- 1.5 There will be 25 members of staff at the Proposed Development, a net increase of 2 employees (+9%).
- 1.6 There are currently 9 classrooms and 5 teaching spaces at the Existing School with an additional 2 classrooms and a cloakroom planned for the Proposed Development.

Report Structure

- 1.7 Following this introductory section, the remainder of this STP Report is structured as follows:
- **Section 2: Policy Review**- reviews current and emerging national and local transport planning policies in the context of the Proposed Development;
 - **Section 3: Site Assessment**- Describes transport conditions prevailing at the Site and the surrounding area
 - **Section 4: Travel Patterns**- Describes the current travel patterns of pupils and staff at the existing Bell Farm School;
 - **Section 5: Aims, Objectives and Targets**- Sets out the aims, objectives and targets for the School;

- **Section 6: Travel Plan Measures and Initiatives-** Discusses the current and proposed STP measures and initiatives for the School;
- **Section 7: Monitoring Strategy-** Sets out the monitoring strategy for the STP upon completion of the School;
- **Section 8: Action Plan, Roles and Responsibilities-** Provides an example of an Action Plan for the STP and then sets out the roles and responsibilities of those tasked with delivering the STP.

1.8 Technical appendix (A) is included at the end of the Framework STP for information.



2 Policy Review

General

- 2.1 This section of the Framework STP reviews and analyses the relevant current and emerging integrated land use and transport planning policy and policy guidance in the context of the Proposed Development. It examines the relevant national and local policies.
- 2.2 The policies reviewed within this section demonstrate the ways in which the Proposed Development at the School is consistent with policy objectives at all these levels. Relevant policies identified include the following:

National Policy:

- National Planning Policy Framework (NPPF) March 2012.

Local Policy

- Hampshire County Council (HCC) Local Transport Plan (LTP) 2011-2031;
- Havant Borough District Wide Local Plan- Saved Policies
- The Emerging Havant Borough Local Development Framework (HBLDF)

National Policy

National Planning Policy Framework

- 2.3 The National Planning Policy Framework sets out the Government's planning policies for England and how these are expected to be applied. It provides a framework within which local people and their respective local authorities can produce their own distinctive local and neighbourhood plans, which reflect the needs and priorities of their communities.
- 2.4 Within the overarching roles that the planning system ought to play, a set of core land-use planning principles should underpin both plan-making and decision-taking. These 12 principles include:
- *proactively drive and support sustainable economic development to deliver the homes, business and industrial units, infrastructure and thriving local places that the country needs. Every effort should be made objectively to identify and then meet the housing, business and other development needs of an area, and respond positively to wider opportunities for growth. Plans should take account of market signals, such as land prices and housing affordability, and set out a clear strategy for allocating sufficient land which is suitable for development in their area, taking account of the needs of the residential and business communities;*
 - *always seek to secure high quality design and a good standard of amenity for all existing and future occupants of land and buildings;*
 - *encourage the effective use of land by reusing land that has been previously developed (brownfield land) provided that it is not of high environmental value;*
 - *promote mixed use developments, and encourage multiple benefits from the use of land in urban and rural areas;*
 - *actively manage patterns of growth to make the fullest possible use of public transport, walking and cycling and focus significant development in locations which are or can be made sustainable; and,*

- *take account of and support local strategies to improve health, social and cultural wellbeing for all, and deliver sufficient community and cultural facilities and serves to meet local needs.*
- 2.5 Chapter 6 of this document examines sustainable travel. Para 35 states that 'plans should protect and exploit opportunities for the use of sustainable transport modes for the movement of goods and people. Therefore, developments should be located and designed where practical to:
- *accommodate the efficient delivery of goods and supplies;*
 - *give priority to pedestrian and cycle movements, and have access to high quality public transport facilities;*
 - *create safe and secure layouts which minimise conflicts between traffic and cyclists of pedestrians, avoiding street clutter and where appropriate establishing home zones;*
 - *incorporating facilities for charging plug-in and other ultra-low emission vehicles; and,*
 - *consider the needs of people with disabilities by all modes of transport.*
- 2.6 Para 36 states that 'a key tool to facilitate this will be a Travel Plan. All developments which generate significant amounts of movement should be required to provide a Travel Plan.'
- 2.7 Para 39 of the NPPF sets out the criteria for setting local parking standards. It states that local planning authorities should take into account:
- *'The accessibility of the development;*
 - *the type, mix and use of development;*
 - *the availability of and opportunities for public transport;*
 - *local car ownership levels; and*
 - *an overall need to reduce the use of high emission vehicles. '*

Local Policy

Hampshire County Council Local Transport Plan 2011-2031

- 2.8 The Local Transport Plan (LTP) sets out HCC's transport strategy for the period 2011-2031. It notes that the LTP will support development of stronger, safer communities, maximising well-being and enhancing quality of place as well as helping to realise the vision of:
- *'Safe, efficient and reliable ways to get around a prospering and sustainable Hampshire.'*

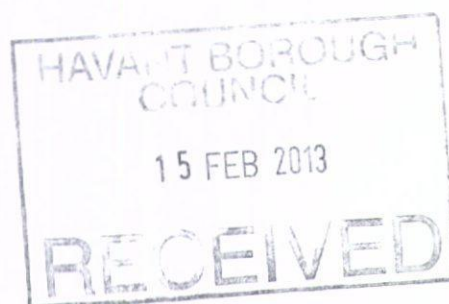
Havant Borough District Wide Plan- Saved Policies

- 2.9 The Havant Borough District-Wide Local Plan (HBDWLP) was adopted on 30 September 2005, but as a result of the Planning and Compulsory Purchase Act 2004, it was only able to be used for three years after its adoption. As that three year period expired in 20 September 2008, the Saved Policies from the HBDWLP will form part of the Havant Borough Local Development Framework, now known as the Havant Borough Local Plan and Other Planning Policy Documents. In time, these policies will be superseded or replaced by new Local Plan documents.
- 2.10 A key purpose of the plan is to ensure that development and growth within the Borough is sustainable. A number of key pointers on sustainability were identified for the Plan, as follows:

- *Environmental capacity: requires the identification of environmental limits to growth and development in order to protect critical environmental assets;*
- *Meeting the Need for Development: development needs must be met in ways which can sustain the environment;*
- *Transport: there is a need to give a greater emphasis to means of travel other than the private car, such as walking, cycling and public transport;*
- *Quality in Development: promoting high standards in the design and layout of development will help to ensure that development benefits will be seen as a positive asset to the environment in the long term.*

The Emerging Havant Borough Local Development Framework (HBLDF)

- 2.11 The emerging Havant Borough Local Development Framework (HBLDF) Core Strategy will replace the current saved policies from the HBDWLP when it is adopted.
- 2.12 In development management policy DM28 of the Draft Core Strategy states that: 'The council will seek to ensure that every opportunity is taken to increase integration of sustainable travel modes and availability of non-motorised modes by appropriate measures including:
- *'Securing on-site and/or off-site interventions that promote integrated travel and access by nonmotorised modes;*
 - *Requiring safe and secure vehicular and cycle parking and turning facilities to agreed standards;*
 - *Securing appropriate improvements to public and community transport (including infrastructure requirements) in accordance with the Hampshire Local Transport Plan and (where applicable) the relevant sub-regional transport strategy; and*
 - *Ensuring that new developments are located and designed at the outset to encourage lower vehicle speeds and safe, permeable, inclusive layouts that integrate with existing pedestrian, cycle and public transport routes. This will facilitate and encourage short distance trips by cycle and walking, including to public transport interchanges. "*



3 Site Assessment

Overview

- 3.1 This chapter of the STP describes the existing, or 'baseline' transport information and existing conditions around the Site.
- 3.2 A Site Audit was conducted on Wednesday 28th November 2012 to inform this report.

Site Location and Description

- 3.3 The Site is located in the Borough of Havant and is bound by Victoria Road to the south and west, Glenwood School on Washington Road to the east and the West Coastway train line and A27 to the north. It should be noted that where Victoria Road curves north from the south of the Site and then turns west, it becomes Selangor Avenue after crossing Nore Farm Avenue.
- 3.4 The existing Site layout plan prepared by HCC is contained at **Appendix A** for information.
- 3.5 A Site location plan is shown overleaf at **Figure 3.1** for reference.



Figure 3.1 Site Location



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Access Arrangements

- 3.6 The Site is accessed via a private access road which connects Victoria Road with the Site. At the junction with Victoria Road, there are 'School Keep Clear' yellow zig-zag road markings (on the Victoria Road public highway) accompanied by appropriate on-street signage prohibiting stopping between 08.00am and 17.00pm on the school entrance markings. There are additional signs prohibiting on-street parking along Victoria Road near to the School entrance between 08.00-09.00am and 15.00-16.00pm. These restrictions are supported by a corresponding Traffic Regulation Order (TRO) and are therefore legally enforceable.
- 3.7 Gated access to the Site is inset further east along the private access road. Vehicular access is complemented by footways on both sides of the access road to support pedestrian activity.

Existing Issues

- 3.1 There are currently a number of access and transport issues regarding the Site. The main entrance to the School runs through a busy residential area with restricted parking for residents on the roadside.
- 3.2 During a Site Audit conducted on Wednesday 28th November the main issues observed included parents parking in residents' parking bays despite accompanying signage; and general congestion around the entrance of the School. Often, the parking bays that parents are using are clearly marked as disabled and as a result, residents with health and mobility issues are unable to access private/emergency vehicles during this time period.
- 3.3 No parents were observed parking/stopping on the single yellow lines outside the School entrance, however one vehicle stopped for an extended period of time on the 'School Keep Clear' markings despite the presence of clear signage indicating the restrictions.
- 3.4 After discussions with members of staff, it is thought that overall, there is a good relationship between the School and local residents, who are sympathetic to the lack of on-street parking around the School.
- 3.5 There are also a number of issues regarding the pedestrian access from Washington Road. There is a locked gate at the entrance of the School in order to prevent unauthorised access. The path runs between the School playing fields, private allotments and the back of a number of properties. During late afternoon it can become dark as there is no lighting provided. As a result, the path could be perceived by parents as unsafe.
- 3.6 The surface at the end of the path up to Washington Road is uneven and a number of potholes were observed.
- 3.7 The pedestrian underpasses leading under the railway lines and the A27 towards New Brighton Road are also unlit, again increasing perceptions of being unsafe. The ground is also liable to flooding, rendering it inaccessible.

Pedestrian & Cyclists

- 3.8 The Site can currently be accessed by walking and cycling from the main entrance to the west of the Site via Victoria Road or by walking via the school footpath to the south. This is accessed via Washington Road and enters the Site from the south-east, leading along the edge of the School playing fields. At the end of the path, the School is accessed via a gate which is only unlocked

between the hours 07:00-09:30 and 15:00-18:00. Regular patrols by the School Caretaker ensure the path is safe and free of any hazards such as broken glass.

- 3.9 Pathways within the vicinity of the Site are of suitable width and standard and street lighting is provided.
- 3.10 According to Sustrans, Route 2 is the closest on the National Cycle Network. Route 2 provides access between Dover (Kent) and St. Austell (Cornwall). In Hampshire, where it is only partially complete, it provides a route between Emsworth and Christchurch.
- 3.11 Along Victoria Road there are numerous signs indicating that motorists should be aware of the presence of cyclists and there are several waymarkers showing routes for cyclists to the School and nearby facilities.

Public Transport Network

Local Bus Services

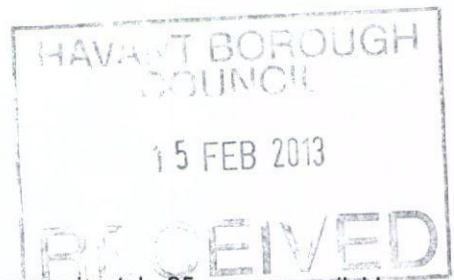
- 3.12 The School cannot currently be accessed by a bus stop within 400m of the Site. The nearest stop is 650m away (approximately an 8 minute walk), located on Clovelly Road (Eastbound) and is served by the Stagecoach South/700 Coastliner service to Chichester Bus Station.
- 3.13 Emsworth Rail Station is also served by two bus stops travelling to a number of destinations, including Bedhampton, Chichester, Havant, Southborne, West Thorney and Westbourne. The bus stops are located 900m from the School, approximately an 11 minute walk.

Local Rail Services

- 3.14 Emsworth Railway Station is located 1km away (approximately a 13 minute walk) and standard peak services consist of four routes, running on average, every 25-40 minutes. Off-peak services run at one train per hour. The routes are as follows:
- Brighton to Southampton;
 - Brighton to Portsmouth Harbour;
 - Littlehampton to Portsmouth & Southsea; and
 - London Victoria to Southampton (via Horsham).
- 3.15 It should be noted that trains to Southampton are less frequent and morning peak services run at 07.35, 08.32, 09.18 and 09.35.

Local Highway Network

- 3.16 The Site is accessed via Victoria Road which continues west to turn into Selangor Avenue and the joins the A259 Havant Road. In an easterly direction from the School, Victoria Road continues to join the B2148 North Street which also connects with the A259 Havant Road to the south. Outside the Site, Victoria Road accommodates two-way, single lane traffic flow.
- 3.17 Travelling further afield, the A259 continues west to connect with the A27.
- 3.18 The streets in the immediate vicinity of the Site, including Victoria Road, are predominately residential.



Parking

Car Parking

- 3.19 On-Site parking is currently provided for staff and there are approximately ~~25 spaces~~ available, although these are not formally marked. There is also 1 marked disabled bay located opposite the reception office entrance. It should be noted that parking for visitors is not provided at the beginning or end of the school day or for parents at any time, with the exception of collecting an unwell child.
- 3.20 Parents are asked not to park directly outside of the School entrance when dropping off/collecting children and are instead directed to park on Record Road, Park Crescent or at a free car park on Bridge Road.

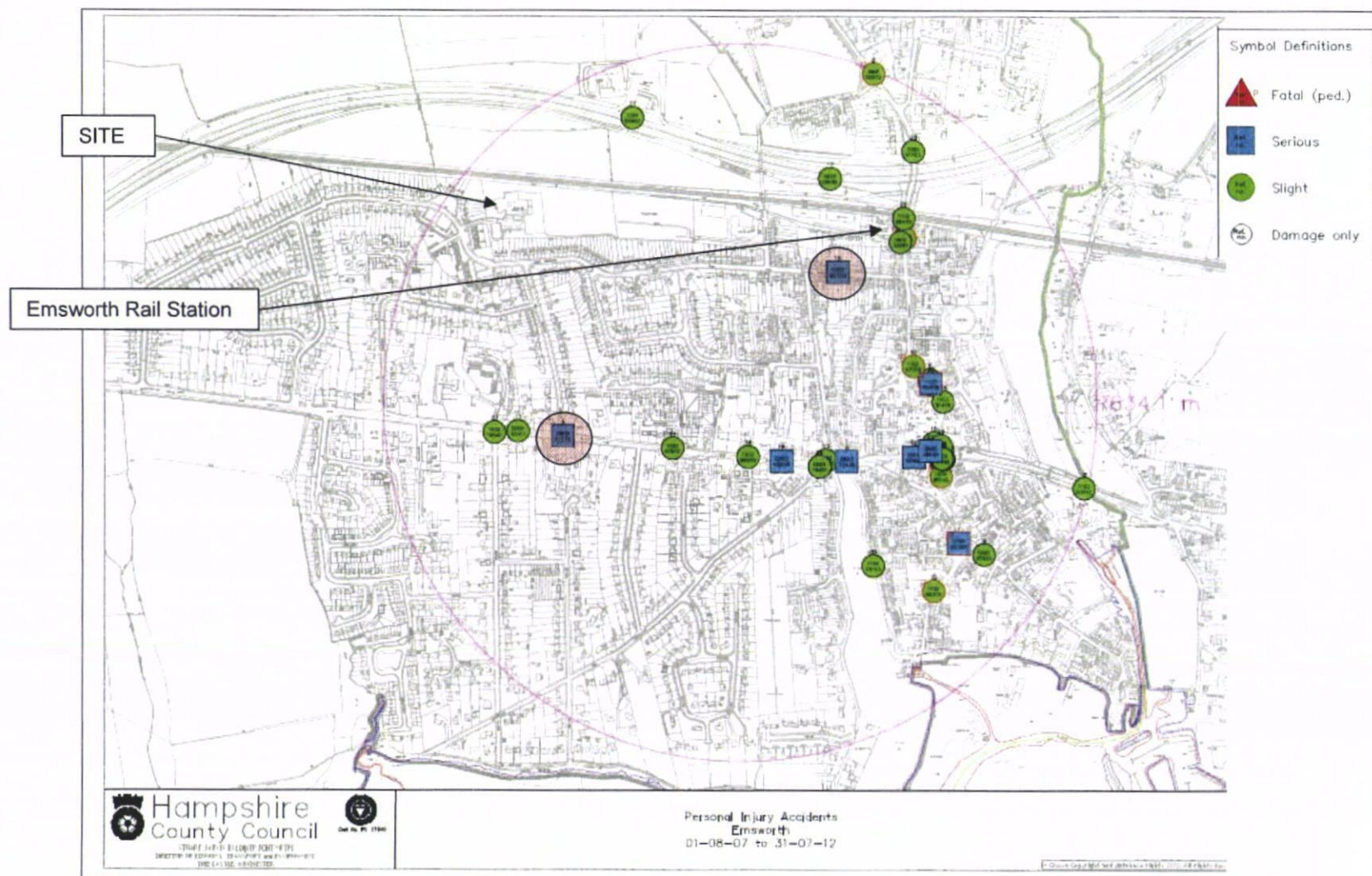
Cycle Parking

- 3.21 There are currently 48 secure, sheltered cycle parking spaces available for pupils and staff. These are located to the east of the main car park, just south of the front of the School building.

Road Safety

- 3.22 Up-to-date collision data for the area within the vicinity of the Site has been obtained for the most recently available three year period from 1 August 2007 to 31 July 2012.
- 3.23 The data have been summarised according to collision severity and the number and types of vehicles and casualties involved.
- 3.24 A total of 38 accidents occurred within the analysed area. 30 of the collisions were classified as 'slight' and 8 as 'serious'. There were no fatal accidents recorded within the vicinity of the Site.
- 3.25 The casualties comprised of 29 drivers, 7 passengers and 8 pedestrians.
- 3.26 The collision occurring closest to the School was on Havant Road at the junction with Record Road and was classified as 'serious'. The collision involved one car driver and a pedal cyclist and was the result of the car driver colliding with the stationary pedal cyclist waiting to turn right into Havant Road. The car driver was also attempting to turn right out of Record Road into Havant Road. This is highlighted in red in Figure 3.2.
- 3.27 A further collision involving a pedal cyclist occurred on Victoria Road and was the result of a car driver entering the road from a driveway and colliding with the pedal cyclist who was travelling east along Victoria Road. This is also highlighted in red in Figure 3.2.
- 3.28 The collision involving a pedestrian within closest proximity of the School occurred on North Street, just north of Emsworth Rail Station. The collision was classed as 'slight' and involved one of two pedestrians, aged 7, being struck by a car travelling south. The cause was listed as the pedestrians failing to look properly when crossing the road.
- 3.29 The collision locations are shown in **Figure 3.2**, overleaf.

Figure 3.2 Collision Locations



4 Travel Patterns

- 4.1 This section of the Framework STP examines the current travel patterns at the School. JMP has used a 'first principles' approach which bases the modal split on a travel survey undertaken at the Existing School in May 2012. The survey information was provided to JMP by HCC.
- 4.2 In total, 158 pupils at the Existing School provided information on their mode split out of a total of 210.

Mode Split

Pupils

- 4.3 A review of the 2012 school travel survey for the existing Emsworth Primary School shows that the most popular mode of travel to and from school is walking, with 54%. A total of 27% are driven to school alone and 13% are driven as part of a car share.
- 4.4 **Table 3.1** shows the existing pupil modal split for Emsworth Primary School.

Table 3.1 Existing Modal Split- Pupils

Mode	Pupils	
Walk	86	54%
Cycle	6	4%
Bus/Taxi	4	3%
Train	0	0%
Driven alone	42	27%
Driven as part of car share	20	13%

Note: Errors due to rounding

Staff

- 4.5 JMP received staff travel mode data from HCC for three local schools including Bosmere Junior School, Warblington School and Glenwood School. An average was taken across these schools to determine the expected mode split at Emsworth Primary.
- 4.6 The expected staff mode split is shown in **Table 3.2**.

Table 3.2 Existing Modal Split- Staff

Mode	Staff	
Walk	4	15%
Cycle	2	10%
Bus/Taxi	0	0%
Train	1	3%
Car Driver	18	70%
Part of Car Share	0	1%

Note: Errors due to rounding

Accessibility Appraisal

- 4.7 Anonymous home postcode data was received for staff and pupils in order to assess the School's accessibility. Using Geographical Information Software, the data received from the School has been mapped and is shown in **Figure 3.3**.

School Timetable

Daily Timetable

- 4.8 It is understood that the Proposed development will operate the following timetable:

- 07.45-08.45am: Morning club and school starts
- 15.15pm: School day ends
- 15.15-18.00pm: After-school clubs

Home Postcode Locations

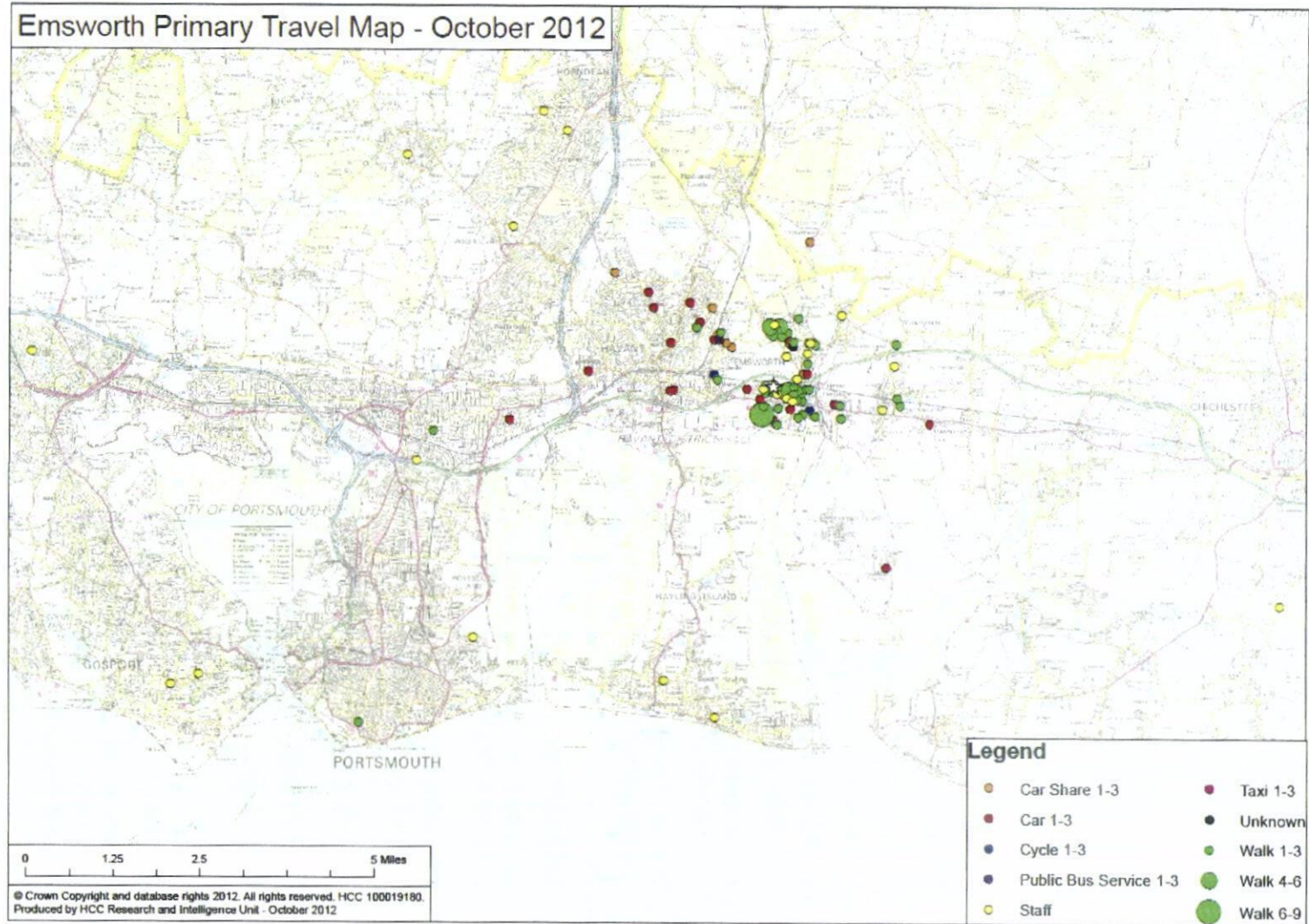
Staff

- 4.9 **Figure 3.3** illustrates 24 staff postcodes. At a walk speed of 4.8kph, a road distance of 1km can be covered within 12.5 minutes and 2km can be covered within 25 minutes.
- 4.10 The analysis shows that 9 members of staff (38%) live within 2km walk distance of the Site; a further 6 members of staff (25%) live within 1km walk distance of the Site. The furthest staff postcode was approximately 17.2km 'crow flies' distance.

Pupils

- 4.11 **Figure 3.3** also illustrates all pupil postcodes. The analysis shows that the majority of pupils live within 2km road distance of the Site and a significant number live within 1km road distance of the Site. There are significant numbers of pupils living in the areas of Havant, Southbourne and Westbourne as well as a small number who reside in West Thorney and as far away as Portsmouth. The furthest pupil postcode was approximately 12.4km 'crow flies' distance.
- 4.12 It should be noted that some points may represent postcode clusters (i.e. siblings residing at the same dwelling) rather than a single postcode.
- 4.13 The high proportion of pupils residing within 2km of the Site is indicative that attendance by active means such as walking, cycling or scooter is feasible.

Figure 4.1 Emsworth Home Postcode Data



5 Aims, Objectives and Targets

General

- 5.1 This section of the Framework STP sets out suggested aims, objectives and targets for the School, which it is expected will be incorporated into future versions and iterations of the STPs
- 5.2 As noted in **Section 1: Introduction**, the purpose of this Framework STP is to provide an overarching 'framework' for future versions and iterations of the STP, in the context of the proposed expansion at the Site and expected traffic and transport issues that are expected to result from that expansion. It is noted that, at present, the school is required to review or update its STP on an annual basis. It is expected that the school will continue to do this, as required, but under the framework of this document.

Aims

- 5.3 The aims of this Framework STP are to:
- Mitigate against the expected traffic and transport impacts of the proposed expansion to the School;
 - To create a safer, more sustainable, community driven environment for pupils and staff attending and working at the School; and
 - To also influence the travel behaviour of parents, who it is assumed will ultimately determine how their children will travel to and from School.
- 5.4 In order to achieve these aims, this Draft Framework STP promotes a range of lifestyle and travel choices and reduced reliance on the private car.

Objectives

- 5.5 Objectives are the high-level aims of the STP. They help to give the STP direction and provide a clear focus. The specific objectives that focus the STP include:
1. To raise awareness of sustainable, and in particular 'active' healthy modes of travel (e.g. walking and cycling) available to pupils, staff and visitors;
 2. To reduce the amount of car trips to the School;
 3. To encourage car sharing in order to reduce single occupancy vehicle use; and
 4. To create and maintain safe routes to and from the School.

Targets

- 5.6 Targets are measurable goals by which the progress of the STP will be assessed. Targets are essential for monitoring the progress and success of the STP. Targets should be 'SMART' - specific, measurable, achievable, realistic and time-bound.
- 5.7 The suggested targets for the School have been based on the Modal Split presented in **Table 4.1** for pupils and **Table 4.2** for staff.

Table 5.1 Current Pupil Mode Split

Mode	Baseline Mode Split (%) (Year 1)	Suggested Interim Mode Split (%) (Year 3)	Suggested Target Mode Split (%) (Year 5)
Walk	54	58	62
Cycle	4	5	6
Train	0	0	0
Bus/Taxi	3	3	3
Car alone	27	21	14
Car share	13	14	15

Note: Figures are rounded to the nearest whole numbers. Arithmetic errors are due to rounding.

Table 5.2 Current Staff Mode Split

Mode	Baseline Mode Split (%) (Year 1)	Suggested Interim Mode Split (%) (Year 3)	Suggested Target Mode Split (%) (Year 5)
Walk	15	18	20
Cycle	10	12	14
Train	3	3	3
Bus/Taxi	0	0	0
Car alone	70	63	54
Car share	1	5	9

Note: Figures are rounded to the nearest whole numbers. Arithmetic errors are due to rounding.

- 5.8 A school travel survey will be carried out to monitor the progress and will act as an indicator of whether the targets are being achieved. The monitoring schedule is outlined within **Section 6** of this STP.
- 5.9 The suggested targets represent what is considered to be an achievable increase in sustainable travel as a result of the introduction of the STP and the proposed measures.
- 5.10 It is expected that with the inclusion of the proposed measures, as outlined in **Section 5**, the walk and cycle mode share for pupils and staff will increase. These sustainable measures, combined with no increased parking levels at the School will assist in reducing staff travelling to school by car.

6 Travel Plan measures & Initiatives

General

- 6.1 This section of the Framework STP discusses the current and proposed STP measures and initiatives for the School. It draws from the previous sections which discuss the existing transport infrastructure, travel pattern behaviour and STP approach.
- 6.2 Measures are split between 'hard' measures and 'soft' measures. Hard measures focus on infrastructure and mitigation measures. Soft measures aim to promote and actively encourage travel to and from the school by sustainable travel modes, such as walking, cycling and public transport.

Delivering the Travel Plan

- 6.3 The STP will be managed and monitored by a School Travel Plan Coordinator (STPC) who will have overall responsibility for the STP and for ensuring that the delivery of the proposed measures, initiatives and monitoring are completed. Given the existing requirement for the school to review or update its existing STP on an annual basis, it is assumed that the school already has an STPC in place who would continue this role as the school gradually expands.

Proposed Initiatives

- 6.4 To ensure that the School can be considered sustainable, it is critical that sustainable transport principles are incorporated into the development strategy from the outset. Good transport infrastructure provides the foundation on which the remainder of the development is built. In addition to the provision of an efficient public transport network, good cycle route and pedestrian connectivity around the School are paramount to encourage walking and cycling to and from the School and to nearby services and amenities.
- 6.5 Travel behaviour is embedded in routine and therefore the STP provides a unique opportunity to encourage people to travel more sustainably by using the fact that moving to a new school will inevitably require new travel patterns. It will be easier to influence the travel decisions of new parents and pupils, particularly if new parents are given information and facilities upon moving to the School, this will encourage more positive travel choices to be formulated from day one.
- 6.6 The proposed initiatives build on the current sustainable measures and are outlined below.

Hard Measures

- 6.7 A number of recommendations for 'Hard Measures' have been made to accompany the Proposed Development. It should be noted that the proposed 'hard measures' are external to the Site and are therefore subject to funding being made available.
- 6.8 A raised table crossing outside the School entrance would provide a safe crossing place for pedestrians as well as acting as a traffic calming measure. This would also discourage parking/stopping directly outside of the entrance to the School.
- 6.9 Low level lighting is recommended for the pedestrian and cycle pathway accessible via Washington Road. This will not disturb the houses which back onto it and will also ensure that the pathway is safer, therefore encouraging more use.

- 6.10 Resurfacing at the end of the pathway, is recommended as there are numerous potholes and the ground is uneven on certain sections.
- 6.11 The pedestrian underpasses are currently unlit, causing them to be perceived as unsafe and as such it is appropriate that lighting be provided at the entrance/exit of each underpass and along the inside of each pass.
- 6.12 After adverse weather conditions the underpasses are also prone to flooding, making them inaccessible for some parents and members of the public, drainage issues should therefore be assessed and rectified.

Soft Measures

Information for Cyclists

- 6.13 Information will be provided for staff wishing to cycle to work. Alongside a map of the local cycle network and access to key destinations, this will include information on cycle facilities such as parking and local cycle shops.
- 6.14 Parents will also be advised of cycling facilities at the start of the school year via a letter and information on the schools website. This will encourage more parents and pupils to travel to and from school by this mode.

Staff Tax free Bike Scheme

- 6.15 Purchasing a bike through the Government tax free Cycle Scheme allows employees to purchase a bike and equipment and pay for it via a gross salary sacrifice over a set period, allowing employees to save on tax and National Insurance.
- 6.16 It is recommended that the STP investigates implementing this scheme for staff at the School in order to encourage cycling.

Bike Week

- 6.17 The school will be encouraged to participate in the annual Bike to School week. This will be organised by the STPC and fully supported by the school. Events such as this aim to engage pupils and raise awareness of the potential to cycle to and from school.

Pedestrian Measures

- 6.18 Ensure that all new footways within the School have a minimum width of 1.8m and provide information on pedestrian routes and key local facilities within the local area.

Walk to School Week

- 6.19 The Walk to School Week scheme will be promoted by the School via assemblies, the school website and newsletters sent out to parents. Walk to School Week takes place in May and encourages pupils to walk (all or part of the way) to School. This will be organised by the STPC.

Walk Once a Week

- 6.20 Walk Once a Week is a scheme promoted by Living Streets and will also be promoted at the School upon occupation by the STPC. The scheme encourages children to walk to school at least once a week, and in return they earn a collectable pin badge every month.

Walking Bus

- 6.21 It is also proposed that the School should commit to investigating the possibility of setting up a walking bus. Volunteers should be sought and trained and a suitable route established via consultation and newsletters. Pupils would then be encouraged to join the Walking Bus in place of car trips. The Walking Bus could be organised in conjunction with a Park and Stride scheme, which encourage parents to park away from the School and walk the remaining distance.

School Curriculum

- 6.22 The most effective School Travel Plans are those which are integrated into the school curriculum in order to maintain pupil's interest and create a broader knowledge of the benefits of the STP. It is recommended that the STPC investigates ways that the STP can be coordinated with the school curriculum in order to ingrain the STP into broader school activities.

Measures for Reducing Reliance on the Private Car

Limited Car Parking

- 6.23 It is anticipated that 70% of staff with drive to school, which equates to a demand for 18 parking spaces.
- 6.24 Currently there are 25 parking spaces provided on-Site plus one disabled bay, which is sufficient to meet existing and future demand and therefore no further parking is proposed.
- 6.25 This level of provision exceeds Hampshire's parking standards of 2 spaces per classroom.
- 6.26 No parking will be available on-site for parental drop-off / pick-up activity.

Car Sharing

- 6.27 It is proposed that the School investigate the possibility of setting up an internal car-sharing scheme amongst staff and for parents. For parents and staff for whom using public transport or walking/cycling is not feasible, this enables them to continue to easily access the School whilst reducing the overall number of car trips.
- 6.28 This should be promoted to parents in the School newsletter, via email bulletins and on the School website and to staff via information available in the staff room.

7 Monitoring Strategy

General

- 7.1 An important part of the STP is the continual monitoring and review of its effectiveness. It is essential that an STP is not a one-off event, but a continually evolving process. Regular monitoring and reviewing will help to gauge progress towards targets and objectives, and, if necessary, enable the STP to be refined and adapted in order to improve its progression. As noted in the previous section, it is also noted that the effectiveness of the various 'hard' and 'soft' measures identified will also be monitored, and reviewed if necessary to ensure that the aims and objectives of the STP are appropriately supported.

Targets

- 7.2 The success of the STP will be determined by whether it succeeds in meeting its stated targets. The estimated modal split targets have been discussed in **Section 4**.

Monitoring

- 7.3 For the STP to be fully successful its effects need to be recorded and assessed over time. A methodology for the monitoring of the STP is detailed below.

Survey of School Travel Patterns

- 7.4 At present, the school is required to carry out an annual travel survey in order to inform its existing STP. It is expected that the school will continue to do this, as required but under the framework of this document.
- 7.5 It should also be noted that due to the gradual expansion of the school, through an additional intake of pupils each September, the school will not have its full intake of pupils until 2019.
- 7.6 An annual survey will however still be undertaken by the School in order to monitor progress in light of the travel Targets that have been set above.
- 7.7 After three years, the STP will be rewritten in order to update the Targets and reflect on progress that has been made. This is in line with current Department for Transport guidance.

Long Term Sustainability of the Draft Framework STP

- 7.8 Upon completion of the Draft Framework STP, all stakeholders (including School Governors, the Headteacher and external partners) will receive a copy. It is recommended that these stakeholders form an STP Working Group and this will ensure that all parties are committed to the development and the actions outlined within the action plan. Pupils at the School should also be involved in the long-term development of the STP, and it is recommended that their input is given via the Working Group, or via a School Council.
- 7.9 Measures, results and updates of the STP will also be publicised via school newsletters and the school website in order to maintain parental interest.

8 Delivering the Travel Plan

Roles and Responsibilities

Travel Plan Co-ordinator

- 8.1 STPs are dependent on a nominated individual being given time and resources for success to occur. The STP Co-ordinator would be responsible for overseeing and implementing the various measures outlined in this STP. As noted previously, it is assumed that the existing STPC will continue in the role to review and update the STP on an annual basis.

Action Plan

- 8.2 The STP Implementation Action Plan provides details of the initiatives that form part of this STP. Included is the name of those responsible for each action and the date it is due to be implemented.

Table 8.1 Action Plan- Pre-Occupation

Activity				When	By Whom
Objective	Mode	Measure	Task		
Objective 1	Car Driver	Limit Parking	Limit parking to 25 spaces for staff only	Pre-Occupation	Applicant
Objective 2	Cycling	Cycle Parking	Provide cycle parking in line with current and future cycling demand (48 spaces)	Pre-Occupation	Applicant

Table 8.2 Action Plan- Upon Occupation

Activity				When	By Whom
Objective	Mode	Measure	Task		
Objective 1	None	Travel Plan Co-ordinator	Identify and appoint Travel Plan Co-ordinator to carry forward all tasks within action plan (can be existing STPC)	Pre-Occupation	Applicant
Objective 2	Car Share	Car share scheme	Investigate existing car sharing schemes and adapt to meet demands of School	Upon Occupation	Travel Plan Co-ordinator
Objective 3	Walking Bus	Walking/ cycling	Investigate implementing a Walking Bus Scheme	Upon occupation	Travel Plan Co-ordinator
Objective 4	Cycle to Work	Cycling	Investigate implementing the staff Cycle to Work Scheme	Upon Occupation	Travel Plan Co-ordinator

Table 8.3 Action Plan- Post Occupation

Activity				When	By Whom
Objectiv e	Mode	Measure	Task		
Objective 1	All	Annual Travel Survey	Distribute the travel survey to all pupils and staff	Post Occupation	Travel Plan Co-ordinator
Objective 2	Walk to Work Week and Bike Week	Walking/ Cycling	Promote Walk once a Week (WoW) week and Bike Week	Yearly	Travel Plan Co-ordinator/ School

9 Summary & Conclusions

Key Points

1. JMP Consultants Limited (JMP) has been commissioned by Hampshire County Council (HCC) Property Services (the 'Applicant') to prepare a Draft Framework School Travel Plan (STP) to support the full planning application for the proposed expansion of Emsworth Primary School (the 'School'), Victoria Road, Emsworth, Hampshire, PO10 7LX (the 'Site'), in Havant Borough (the 'Borough').
2. Section 2 of the Framework STP reviews and analyses the relevant current and emerging integrated land use and transport planning policy and policy guidance in the context of the Proposed Development. It examines the relevant national, regional and local policies. The policies reviewed within this section demonstrate the ways in which the Proposed Development at the School is consistent with policy objectives at all these levels.
3. Issues including general congestion around the School entrance and parents parking in designated residents' parking bays were observed during a Site Audit conducted on Wednesday 28th November 2012.
4. The pedestrian pathway accessible via Washington Road is unlit and has uneven surfacing between the path and Washington road. The pedestrian underpasses leading under the railway lines and A27 are also unlit and prone to flooding.
5. Public transport accessibility is poor. The nearest bus stop is 650m away from the School, equating to approximately 8 minutes walking time. Emsworth Rail Station is located 1km from the Site, equating to approximately 15 minutes walking time.
6. On-Site car parking is currently provided for staff and there are approximately 25 spaces available, although these are not formally marked. One marked disabled bay is provided and is located opposite the reception office entrance. Parents are prohibited from entering the car park during School pick-up drop off times. The current level of parking provision exceeds Hampshire's parking standards of 2 spaces per classroom.
7. Secure, sheltered cycle parking is provided for pupils and staff and there are 48 spaces available on-Site. These are currently significantly under-utilised.
8. Up-to-date collision data was analysed for the most recently available 3 year period. A total of 38 personal injury collisions occurred within the vicinity of the Site, although the area analysed was large. 30 were classed as 'slight' and 8 as 'serious.' The casualties comprised of 29 drivers, 7 passengers and 8 pedestrians.
9. A review of the 2012 travel survey for the existing Emsworth Primary School shows that the most popular mode of travel is walking, with a 54% mode share. A total of 27% are driven to/from School alone and 13% as part of a car share.
10. The average mode split from three local schools was taken to determine the staff travel mode split for Emsworth Primary School. The results indicated that approximately 70% of staff will drive to / from the school, 15% will walk, 10% will cycle, 3% will arrive / depart by train and 1% as part of a car share.

11. Anonymous home postcode data was received for staff and pupils in order to assess the School's accessibility. Using Geographical Information Software, the data received from the School has been mapped and is shown in **Figure 3.3**. The analysis shows that 9 members of staff (38%) live within 2km walk distance of the Site; a further 6 members of staff (25%) live within 1km walk distance of the Site. The furthest staff postcode was approximately 17.2km 'crow flies' distance. **Figure 3.3** also illustrates all pupil postcodes. The analysis shows that the majority of pupils live within 2km road distance of the Site and a significant number live within 1km road distance of the Site.
12. The Framework STP sets out suggested aims, objectives and targets for the School, which it is expected will be incorporated into future versions and iterations of the STPs. The STP will be managed and monitored by a School Travel Plan Coordinator (STPC) who will have overall responsibility for the STP and for ensuring that the delivery of the proposed measures, initiatives and monitoring are completed.
13. To ensure that the School can be considered sustainable, it is critical that sustainable transport principles are incorporated into the development strategy from the outset. Good transport infrastructure provides the foundation on which the remainder of the development is built. In addition to the provision of an efficient public transport network, good cycle route and pedestrian connectivity around the School are paramount to encourage walking and cycling to and from the School and to nearby services and amenities.
14. A number of recommendations for 'Hard Measures' have been made to accompany the Proposed Development. It should be noted that all recommendations are external to the Site and are therefore subject to funding being made available. These include:
- A raised table crossing outside the School entrance
 - Resurfacing at the end of the pathway, before Washington Road
 - Appropriate lighting should be provided at the entrance/exit of each underpass and along the inside of each pass.
 - The underpasses are prone to flooding and therefore drainage issues should be assessed and rectified.
15. 'Soft measures' have also been proposed to accompany the 'hard measures.' These include:
- Information for Cyclists
 - Staff Tax free Bike Scheme
 - Bike Week
 - Pedestrian Measures- Ensure that all new footways within the School have a minimum width of 1.8m and provide information on pedestrian routes and key local facilities within the local area.
 - Walk to School Week
 - Walk Once a Week

- Walking Bus
- School Curriculum- The most effective School Travel Plans are those which are integrated into the school curriculum in order to maintain pupil's interest and create a broader knowledge of the benefits of the STP.

16. In order to prevent encouraging car travel to the Site, no additional parking will be provided on-site and the car park will continue to prohibit use by parents during school pick-up and drop off times
17. An important part of the STP is the continual monitoring and review of its effectiveness. It is essential that an STP is not a one-off event, but a continually evolving process. Regular monitoring and reviewing will take place
18. At present, the school is required to carry out an annual travel survey in order to inform its existing STP. It is expected that the school will continue to do this, as required but under the framework of this document.



Appendix A

Existing Site Layout Plan

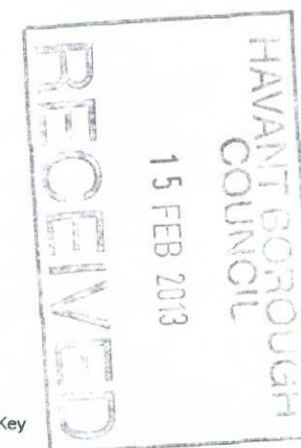


Property Services

Emsworth Primary School

School Expansion to 1.5 F.E.

Existing Site Plan



Key

- Existing Pedestrian Access
- Existing Vehicular Access

North



0m 25m 50m

PLANNING



HCC Property Services,
Three Minsters House,
76 High Street, Winchester SO23 8UL.
tel: (01962) 847801

Notes	
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2 No dimensions are to be scaled from this drawing	

rev	description	date	by

PROJECT				SHEET CONTENTS	
Emsworth Primary School Two Classroom Extension				Existing Site Plan	
				Property Services	
SCALE	DATE	DRAWN	CHKD	DRAWING No.	REVISION
1:500 @ A1 1:1000 @ A3	03/08/12	arc/nscs		P09163 A 002	
				FILE REF.	P09163 A 001