

Central
Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ



**TO EACH MEMBER OF THE
SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE**

06 January 2017

Dear Councillor

**SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE - Thursday 12
January 2017**

Further to the Agenda and papers for the above meeting, previously circulated, please find attached the following additional report(s):-

13. Q2 Performance report

To receive information on the relevant quarterly performance report.

The link to the full Executive report can be found below.

<http://centralbeds.moderngov.co.uk/mgChooseDocPack.aspx?ID=5159>

14. School Parking Task Force Enquiry

To receive the report and recommendations of the school's parking enquiry in order to endorse the recommendations and seek a response from the Executive as to their application.

Should you have any queries regarding the above please contact the Overview and Scrutiny Team on Tel: 0300 300 4193

Yours sincerely

Rebecca Preen

Scrutiny Policy Advisor
email: rebecca.preen@centralbedfordshire.gov.uk

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B

- (i)
- (ii)

Meeting: Sustainable Communities Overview and Scrutiny Committee
Date: 12 January 2017
Subject: Quarter 2 Performance Report
Report of: Cllr Nigel Young , Executive Member for Sustainable Communities – Strategic Planning and Economic Development and
Cllr Brian Spurr, Executive Member for Sustainable Communities – Services
Summary: The report highlights the Quarter 2 performance from Community Services and Regeneration and Business

Advising Officer: Marcel Coiffait, Director of Community Services
Jason Longhurst, Director of Regeneration and Business
Contact Officer: Heather Price – Head of Business Performance
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

1. The quarterly Five Year Plan performance report underpins the delivery of all Council priorities.

Financial:

2. The indicator set monitors a wide range of indicators, which help to provide an understanding of the Council's effective use of resources.

Legal:

3. None.

Risk Management:

4. Any areas of ongoing underperformance would be a risk to both service delivery and the reputation of the Council.

Staffing (including Trades Unions):

5. None.

Equalities/Human Rights:

6. This report highlights performance in respect of how the Council and its services impact across all communities within Central Bedfordshire, so the specific areas of underperformance can be highlighted for further analysis/drilling down as necessary.

Public Health:

7. None.

Community Safety:

8. The levels of Hate Crime and Domestic Abuse incidents are included in the indicator set.

Sustainability:

9. Included in the indicator set are a broad range of indicators relating to sustainability including those covering employment, library usage and waste.

Procurement:

10. None.

RECOMMENDATION(S):

The Committee is asked to acknowledge the continuing overall strong performance in Quarter 2 for the indicators being used to help support monitoring of progress against the Five Year Plan priorities and to recommend officers to further investigate and resolve underperforming indicators as appropriate.

Background

11. This report focuses on a set of indicators that support the monitoring of progress against the priorities in the Councils Five Year Plan.
12. The Directors' Summaries for Quarter 2 are set out below. Appendix A provides the detailed performance data.

Enhancing Central Bedfordshire

13. We will retain the character of Central Bedfordshire whilst continuing to improve the prosperity of residents by:
 - Investing in our core infrastructure
 - Supporting the creation of jobs
 - Providing the quantity and type of housing we need
 - Improving our town centres

It is also important that our residents feel safe and are happy living in their local areas. We will therefore monitor how satisfied our residents are with their local areas as places to live, and also that they feel safe, both during the day and after dark, through our annual Residents Survey.

14. The measure of new jobs created in central Bedfordshire is a statistic obtained from the British Register and Employment Survey (BRES), and indicates the level of increase in prosperity of our residents. The latest data reported **3,400 new jobs** were created during 2014, which is more than double the Councils target of 1,350 new jobs per annum, and represents a long term job growth rate of 1,700 new jobs each year (2009-14).

15. The number of **working-age people in employment** was reported in June 2016 at 77.4% of the total working-age population (135,600). This is a 3.4% higher than the national rate of employment but below the Council's target of maintaining the number of people in employment at 5% above the national average. In addition to this, the Council also monitors average earnings for workers, which is currently reported at £478.50 and have remained stable over the last two years.
16. A vital element of ensuring the enhancement of Central Bedfordshire is to facilitate the provision of quality homes. The number of **new homes** completed in Central Bedfordshire has consistently increased year-on-year, with 1,625 new homes completed in 2016/17. 925 were completed between April – September 2016, which is on track to meet the annual target of 1,475. Numbers and quality of housing will continue to be monitored, and targets set to increase this further over the next five years.
17. A thriving town centre is vital for our communities, and the council is working hard to improve town centres across Central Bedfordshire, with many plans already being carried out to support this. **Town centre vacancy rates** are a good way of indicating their success and prosperity, and will be monitored closely so that we can be certain the work we are doing is effective. The vacancy rate in our town centres currently stands at 7.7%, with Dunstable currently showing the highest vacancy rate.
18. To support the council's commitment to enhancing Central Bedfordshire, we will actively work to encourage the growth of suitable businesses, influencing this through effective use of our assets, sector development and a package of support from Central Bedfordshire Council aligned to our key businesses, sectors and potential investors.

Delivering Great Resident Services

19. We will make sure that our universal services, such as rubbish collection and recycling, road maintenance, Libraries and Leisure are of great quality.

We'll do this by:

- Increasing access to our parks and open spaces
- Revamping our household waste recycling centres
- Improving the condition of our roads and pavements
- Transforming our leisure centres.

The council are currently making progress with all of these services, but to make sure we continue to improve we have developed a number of new measures that we will monitor closely.

18. The amount of **black bin waste per household** is a measure that has been developed to show how well we are doing with reducing waste to landfill and increasing the amount recycled. The latest data reported in March 2016 showed each household produced an average of 142.38 kg of black bin waste.

The kg per household of black bin waste includes the wood tonnages (now recovery and not recycling) and reflects the general increase in tonnages from housing growth collected through the kerbside residual collections. It has reduced from Q1 2015/16 because Ampthill HWRC was closed for refurbishment which reduced the tonnages collected overall from the HWRCs.

Ampthill, which was the second site to be redeveloped, reopened to residents on 18 July 2016, followed by the closure of Leighton Buzzard.

19. We will also monitor the condition of our roads. The National Highways and Transport survey reported its annual results in October 2015, showing **satisfaction with highways maintenance** at 54%, up from 48.3% in 2014.

Road condition statistics were most recently published by the Department of Transport in March 2016 (for the year 2014/15). This showed that principal and non-principal roads in Central Bedfordshire requiring maintenance were reported as 1% and 3% respectively, i.e.

- Only 1% of principal roads were requiring maintenance; **99% were not requiring maintenance**
- 3% of non-principal roads were requiring maintenance; **97% were not requiring maintenance**

20. **Libraries facility usage rates** in 2015/16 have remained stable, even with the introduction of more opportunities for residents to use remote access, for example through library and theatre apps or online bookings. Quarterly figures for **leisure facility usage rates** show an increase of 104,094 in Q2 2016/17 compared to Q1; while much can be attributed to the new Flitwick LC, participation at Dunstable increased due to a large event and fitness use following a new specific membership offer for the centre.

Improving Education and Skills

21. Learning new skills doesn't stop when we leave school, so the council will support adults to obtain the skills they need to succeed, and will also ensure we match the provision of skills with those that are needed by employers.

22. **Employer skills gaps** are being reported so that we can be sure people have the right skills, linked to employment sectors. Data reported in December 2015 showed an 8% decrease in employer skills gaps compared to the previous year, down from 37% to 29%.

Protecting the vulnerable and improving well-being

23. The council is working hard to tackle **domestic abuse** in Central Bedfordshire, and levels have remained fairly stable. An average of 318 incidents was reported during the second three months of 2016/17, up by 13% on the average number reported in the same period in 2015/16. The council encourages the reporting of domestic abuse and monitors numbers as part of its commitment to protecting the vulnerable.
24. A new performance indicator to measure **hate crimes** has also been developed and will be closely monitored to support the Five Year Plan priority of protecting the vulnerable and improving well-being. During the second quarter of 2016/17, a total of 33 hate crimes were reported, which is three more than the same period last year.

Hate crime is another case of historical under-reportage, and so the Community Safety Team regards an increase in reportage as a positive indicator.

Conclusion and next steps

26. Sustainable Communities Overview and Scrutiny Committee consider this report and make any recommendations to Executive.

Appendices:

Appendix A – (Quarter 2 Performance Indicators)

Background papers and their location: (open to public inspection)

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Appendix A - Quarterly Performance Report

Medium Term Plan Indicators

Quarter 2 2016/17

Report comparison - Depends on the nature of the indicator		Performance Judgement			
		Direction of travel (DoT)		RAG score (Standard scoring rules unless the indicator specifies alternative scoring arrangements)	
Seasonal	Compared to the same time period in the previous year	↓	Performance is reducing	R	RED - target missed / off target - Performance at least 10% below the required level of improvement
Quarter on quarter	Compared to the previous quarter	↔	Performance remains unchanged	A	AMBER - target missed / off target - Performance less than 10% below the required level of improvement
Annual	Compared to one fixed point in the previous year	↑	Performance is improving	G	GREEN - Target achieved or performance on track to achieve target

Overview of performance

Indicator	Performance will be reported:	Performance information being reported this quarter		
		Time period	Performance	
Enhancing Central Bedfordshire				
Percentage of Central Bedfordshire residents satisfied with the local area as a place to live	Biennially	Quarter 2 2016/17	↓	Monitor only
Percentage who feel safe when outside in their local area during the day	Biennially	Quarter 2 2016/17	↓	Monitor only
Percentage who feel safe when outside in their local area after dark	Biennially	Quarter 2 2016/17	↑	Monitor only
New jobs	Annually	Quarter 3 2014/15	↓	G
People in employment aged 16 to 64 (% above national average)	Quarterly	Quarter 1 2016/17	↓	R
Average earnings for workers	Quarterly	Quarter 3 2015/16	↔	Monitor only
New homes	Quarterly	Quarter 2 2016/17	↑	G
Town centre vacancy rates	Quarterly	August 2016	↑	Monitor only
Delivering great resident services				
Perception of Council – good quality services	Biennially	Quarter 2 2016/17	↓	Monitor only
Percentage of Central Bedfordshire residents satisfied with living environment	Annually	New	-	Monitor only
Kg / household of black bin waste	Quarterly	Quarter 1 2016/17	↓	Monitor only
Satisfaction with highways maintenance	Annually	NHT Survey Autumn 2015	↑	A
CBC's relative position re condition of roads (principal)	Annually	Quarter 4 2014/15	↑	G
CBC's relative position re condition of roads (non-principal)	Annually	Quarter 4 2014/15	↔	A
Leisure facility usage rates	Quarterly	Quarter 2 2016/17	↑	Monitor only
Libraries facility usage rates	Annually	Quarter 4 2015/16	↓	Monitor only
Improving education and skills				
Employer skills gaps	Annually	Quarter 3 2015/16	↑	Monitor only
Protecting the vulnerable				
Hate crime	Quarterly	Quarter 2 2016/17	↓	Monitor only
Domestic abuse incidents reported	Quarterly	Quarter 2 2016/17	↑	Monitor only

Percentage of Central Bedfordshire residents satisfied with the area as a place to live

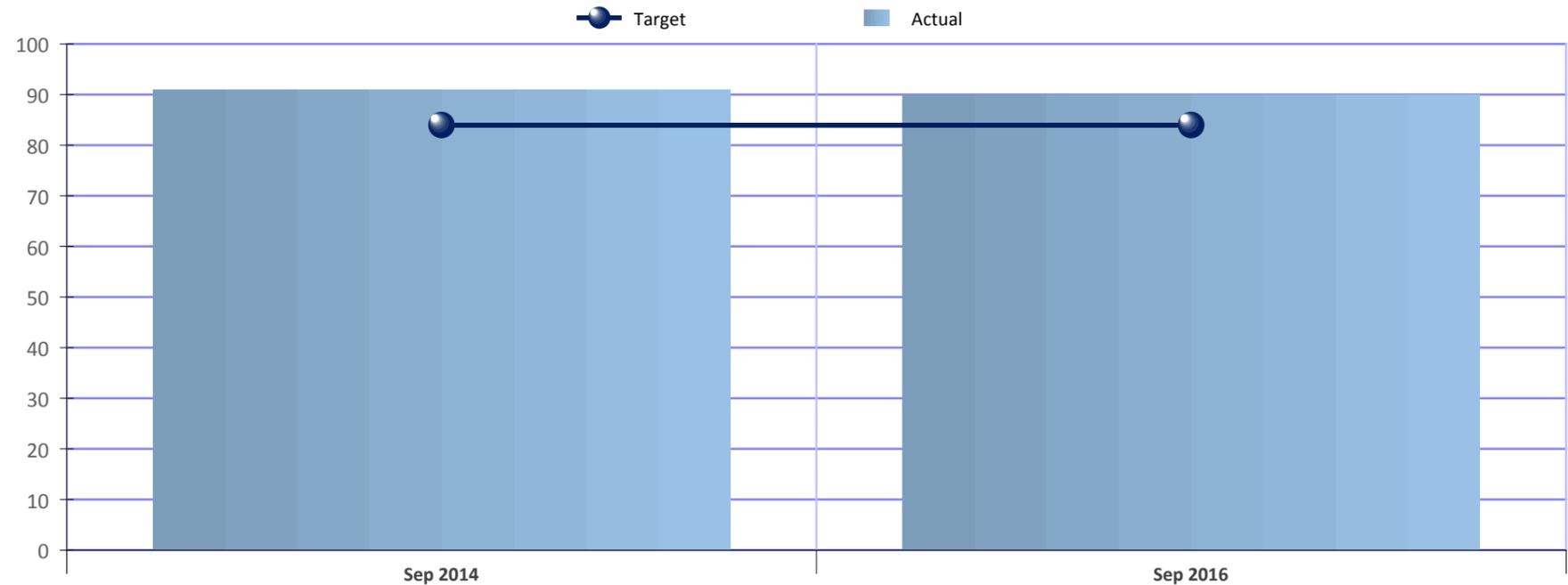
Good is:	High	Unit	%	Latest group comparator average	84% (national)	Report comparison	Biennial	Performance judgement	↓	Monitor only
Date	Sep 14	Sep 16								

Performance	91%	90%
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Current Performance:
90% of residents responding to the 2016 Residents Survey are satisfied with the local area as a place to live.

Full surveys are now being run every two years, with reported results based on a robust sample of 1200 people. New methodology now excludes the 'don't know' responses, and the historic data has been revised to ensure consistency of results in this same format.

Although the direction of travel is presented on the scorecard,, only changes of 6% or more are actually considered to be significant.



Percentage who feel safe when outside in their local area during the day

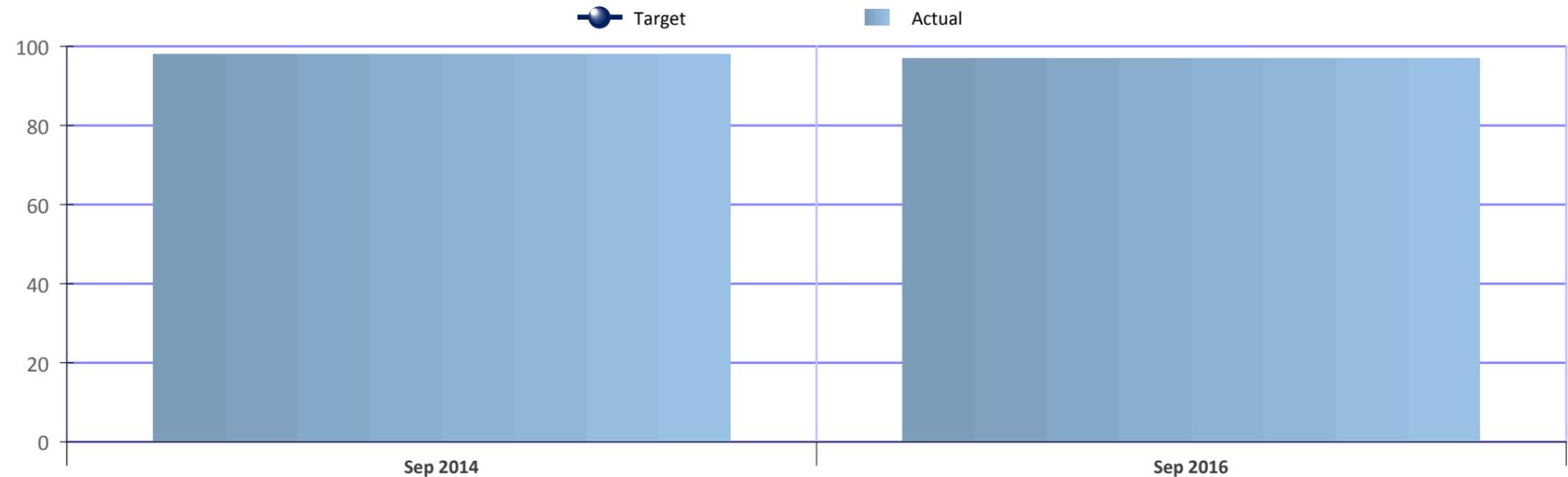
Good is:	High	Unit	%	Latest group comparator average		Report comparison	Biennial	Performance judgement	↓	Monitor only
Date	Sep 14	Sep 16								

Performance	98%	97%
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Current Performance:
97% of residents responding to the 2016 Resident Survey feel safe when outside in their local area during the day.

Full surveys are now being run every two years, with reported results based on a robust sample of 1200 people. New methodology now excludes the 'don't know' responses, and the historic data has been revised to ensure consistency of results in this same format.

Although the direction of travel is presented on the scorecard,, only changes of 6% or more are actually considered to be significant.



Enhancing Central Bedfordshire

Percentage who feel safe when outside in their local area after dark

Good is:	High	Unit	%	Latest group comparator average	Report comparison	Biennial	Performance judgement	↑	Monitor only									
Date	Sep 14	Sep 16																
Performance	77%	81%																
<p>Current Performance: 81% of residents responding to the 2016 Resident Survey feel safe when outside in their local area after dark.</p> <p>Full surveys are now being run every two years, with reported results based on a robust sample of 1200 people. New methodology now excludes the 'don't know' responses, and the historic data has been revised to ensure consistency of results in this same format.</p> <p>Although the direction of travel is presented on the scorecard,, only changes of 6% or more are actually considered to be significant.</p>				<table border="1"> <caption>Percentage who feel safe when outside in their local area after dark</caption> <thead> <tr> <th>Year</th> <th>Actual (%)</th> <th>Target (%)</th> </tr> </thead> <tbody> <tr> <td>Sep 2014</td> <td>77</td> <td>81</td> </tr> <tr> <td>Sep 2016</td> <td>81</td> <td>81</td> </tr> </tbody> </table>						Year	Actual (%)	Target (%)	Sep 2014	77	81	Sep 2016	81	81
Year	Actual (%)	Target (%)																
Sep 2014	77	81																
Sep 2016	81	81																

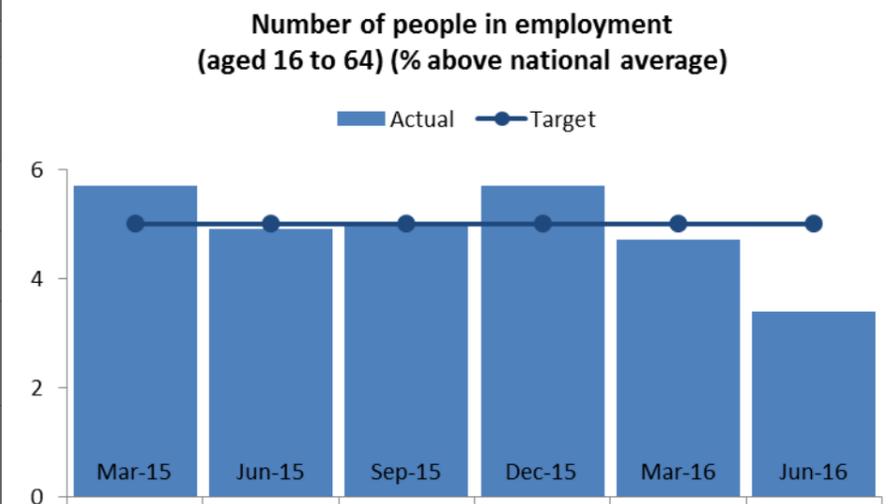
New jobs

Good is:	High	Unit	Number	Latest group comparator average	Report comparison	Annual	Performance judgement	↓	G															
Date	Dec 2012	Dec 2013	Dec 2014																					
Performance	-100	4,500	3,400																					
Target	1,350	1,350	1,350																					
<p>Current performance: The 3,400 jobs growth in Central Bedfordshire represents a growth rate of 3.8%, which is again greater than national and SEMLEP levels. This does represent a fall compared to the previous years' data, though it must be noted that this data has been revised downwards (to 4,500 growth) in line with ONS procedures. The 3,400 job growth represents a rate of more than double the previous development strategy target of 1,350 jobs per annum (2009-14 average).</p> <p>The top five growth sectors in Central Bedfordshire were:</p> <ul style="list-style-type: none"> • Accommodation (+1700) • Manufacture of food products (+800) • Computer programming, consultancy and related activities (+700) • Activities of head offices; management consultancy activities (+600) • Wholesale trade, except of motor vehicles and motorcycles (+600) <p>Planned Actions: Creating a Place Marketing profile and brand promoting the competitive advantage of the Central Bedfordshire location to national and international markets.</p>				<table border="1"> <caption>Number of new jobs</caption> <thead> <tr> <th>Year</th> <th>Actual</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Dec 2011</td> <td>2600</td> <td>1350</td> </tr> <tr> <td>Dec 2012</td> <td>1400</td> <td>1350</td> </tr> <tr> <td>Dec 2013</td> <td>4500</td> <td>1350</td> </tr> <tr> <td>Dec 2014</td> <td>3400</td> <td>1350</td> </tr> </tbody> </table>						Year	Actual	Target	Dec 2011	2600	1350	Dec 2012	1400	1350	Dec 2013	4500	1350	Dec 2014	3400	1350
Year	Actual	Target																						
Dec 2011	2600	1350																						
Dec 2012	1400	1350																						
Dec 2013	4500	1350																						
Dec 2014	3400	1350																						

Enhancing Central Bedfordshire

People in employment aged 16 to 64 (% above national average)

Good is:	High	Unit	%	Latest group comparator average	74.0% (national)	Report comparison	Quarterly	Performance judgement	↓	R	
Date	2014/15	2015/16			2016/17						
	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3			
% above national average	5.7%	4.9%	5.0%	5.7%	4.7%	3.4%					
Central Beds %	78.6%	78.2%	78.6%	79.5%	78.6%	77.4%					
National average %	72.9%	73.3%	73.6%	73.8%	73.9%	74.0%					
Central Beds number in employment	133,000	132,000	132,800	138,300	137,300	135,600					
<p>Current performance: In June 2016 there were 135,600 people aged 16-64 in employment, 1,700 down from the previous period. Central Bedfordshire remains above comparator areas, and is 3.4% above the national rate of employment. However, this is below the Council's 5% target. This decrease is well within the statistical confidence intervals of the indicator and this could explain the fall. A corresponding increase in the levels of claimant count and modelled unemployment rate has not been witnessed.</p> <p>Planned actions: This indicator will be closely reviewed to monitor future changes.</p>											



Average earnings for workers

Good is:	High	Unit	£/week	Latest group comparator average	Report comparison	Annual	Performance judgement	↔	Monitor only												
Date	Dec 2013	Dec 2014	Dec 2015																		
Performance	£478.00	£478.50	£478.50																		
<p>Current performance: There has been no annual change as the level has remained the same, following a revision to the previous year's estimate.</p> <p>Planned actions: Ongoing promotion of the area to attract new investment and high value jobs; a sector focus including the Food Enterprise Zone to attract new high value employment opportunities to the area.</p>				<table border="1"> <caption>Average earnings for Workers (£ gross weekly pay)</caption> <thead> <tr> <th>Date</th> <th>Average earnings (£ gross weekly pay)</th> </tr> </thead> <tbody> <tr> <td>Dec 2011</td> <td>478.50</td> </tr> <tr> <td>Dec 2012</td> <td>478.50</td> </tr> <tr> <td>Dec 2013</td> <td>478.50</td> </tr> <tr> <td>Dec 2014</td> <td>478.50</td> </tr> <tr> <td>Dec 2015</td> <td>478.50</td> </tr> </tbody> </table>						Date	Average earnings (£ gross weekly pay)	Dec 2011	478.50	Dec 2012	478.50	Dec 2013	478.50	Dec 2014	478.50	Dec 2015	478.50
Date	Average earnings (£ gross weekly pay)																				
Dec 2011	478.50																				
Dec 2012	478.50																				
Dec 2013	478.50																				
Dec 2014	478.50																				
Dec 2015	478.50																				

Enhancing Central Bedfordshire

New homes

Good is:	High	Unit	Number	Latest group comparator average	Report comparison	Quarterly	Performance judgement	
Date	2015/16				2016/17			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Quarterly	498	336	359	432	443	482		
YTD Cumulative	498	834	1193	1625	443	925		



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Current performance: There were 482 new homes completed in Quarter 2 (925 completed between April to September 2016) which is on track to meet the annual target.

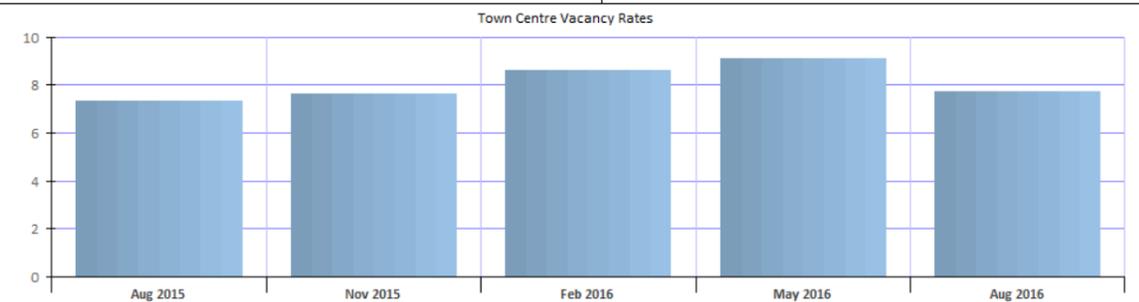
The target for this indicator is 1,475 per annum based on the Objectively Assessed Need which is 29,500 for the period 2011-2031. This figure is published in our Strategic Housing Market Assessment (Summer 2015).

Town centre vacancy rates

Good is:	Low	Unit	%	Latest group comparator average	Report comparison	Quarterly	Performance judgement	
Date	2015/16				2016/17			2017/18
	Aug	Nov	Feb	May	Aug	Nov	Feb	May
%	7.3%	7.6%	8.6%	9.1%	7.7%			



Monitor only



Current performance: The increase in the number of new vacant units is due to an increase of 1 for Biggleswade, 3 in Dunstable and 3 in Leighton Buzzard. It is apparent that 2 of Leighton Buzzard's vacant units may soon be filled, having let or sold signs, and the 1 empty retail unit in Houghton Regis is due to open very soon. Both Ampthill and Flitwick have no empty retail units.

Perception of Council – good quality services

Good is:	High	Unit	%	Latest group comparator average	Report comparison	Biennial	Performance judgement	↓	Monitor only									
Date	Sep 14	Sep 16																
Performance	74%	70%																
<p>Current performance: In line with the majority of individual service indicators, there has been no significant shift in levels of satisfaction with the quality of Council services overall.</p> <p>Full surveys are now being run every two years, with reported results based on a robust sample of 1200 people. New methodology now excludes the 'don't know' responses, and the historic data has been revised to ensure consistency of results in this same format.</p> <p>Although the direction of travel is presented on the scorecard,, only changes of 6% or more are actually considered to be significant.</p>				<table border="1"> <caption>Performance Data for Perception of Council</caption> <thead> <tr> <th>Period</th> <th>Actual</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Sep 2014</td> <td>74%</td> <td>70%</td> </tr> <tr> <td>Sep 2016</td> <td>70%</td> <td>70%</td> </tr> </tbody> </table>						Period	Actual	Target	Sep 2014	74%	70%	Sep 2016	70%	70%
Period	Actual	Target																
Sep 2014	74%	70%																
Sep 2016	70%	70%																

Percentage of Central Bedfordshire residents satisfied with living environment

Good is:	High	Unit	%	Latest group comparator average	Report comparison	Biennial	Performance judgement	NEW	Monitor only						
Date	Sep 16														
Performance	84%														
<p>Current performance: This year, we asked for the first time for feedback in perceptions of residents' external living environment (i.e. how clean, tidy and pleasant the outdoor space around your local area is) and 84% of respondents responded positively.</p> <p>New methodology has been applied for the 2016 Resident Survey and the percentages that are calculated exclude the 'don't know' responses.</p>				<table border="1"> <caption>Performance Data for Living Environment</caption> <thead> <tr> <th>Period</th> <th>Actual</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Sep 2016</td> <td>84%</td> <td>80%</td> </tr> </tbody> </table>						Period	Actual	Target	Sep 2016	84%	80%
Period	Actual	Target													
Sep 2016	84%	80%													

Kg / household of black bin waste										
Good is:	Low	Unit	Kg	Latest group comparator average		Report comparison	Quarterly	Performance judgement	↓	Monitor only
Date	2015/16				2016/17				Kg per household of black bin waste (low is good) 	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Kg	147.09	137.79	134.67	133.51	142.38					
Current performance: The kg per household of black bin waste includes the wood tonnages (now recovery and not recycling) and reflects the general increase in tonnages from housing growth collected through the kerbside residual collections. It has reduced from Q1 2015/16 because Amphill HWRC was closed for refurbishment which reduced the tonnages collected overall from the HWRCs.										

Satisfaction with highways maintenance										
Good is:	High	Unit	%	Latest group comparator average	54% (national)	Report comparison	Annual	Performance judgement	↑	Monitor only
Date	Oct 14	Oct 15	Oct 16							
Performance	48%	54%								
Current performance: The National Highways and Transport survey reported its annual results in October 2015, showing satisfaction with highways maintenance at 54%, up from 48.3% in 2014.				NHT Satisfaction Survey 						

Relative position re: condition of roads (principal)

Good is:	Low	Unit	%	Latest group comparator average	96% (England)	Report comparison	Annual	Performance judgement	↑	G
Date	2012/13	2013/14	2014/15							
Performance	98	98	99							

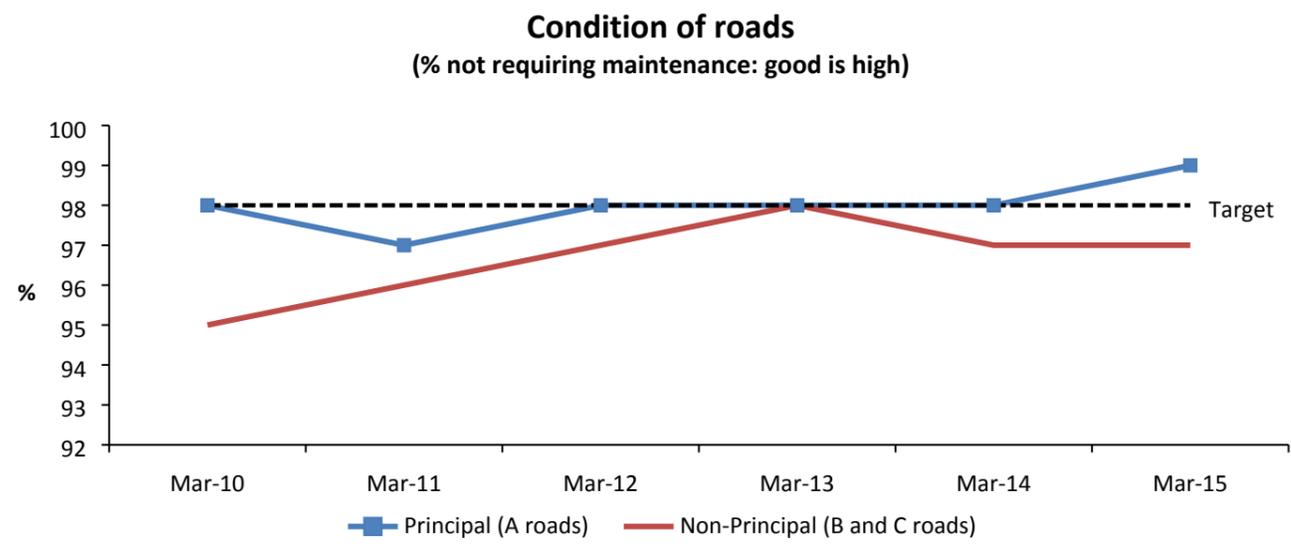
Relative position re: condition of roads (non-principal)

Good is:	Low	Unit	%	Latest group comparator average	97% (England)	Report comparison	Annual	Performance judgement	↔	A
Date	2012/13	2013/14	2014/15							
Performance	98	97	97							

Current performance: The Department for Transport's latest figures were released on 24 March 2016.

99% of Central Bedfordshire's principal roads and 97% of the non-principal roads do not require maintenance.

The historic target is that only 2% of roads should require maintenance.



Delivering Great Resident Services

Leisure facility usage rates																						
Good is:	High	Unit	Number	Latest group comparator average	Report comparison	Quarterly	Performance judgement	↑	Monitor only													
Date	Jun 16	Sep 16	Dec 16																			
Performance	463,359	474,424																				
<p>Current performance: Throughput for the period Jul-Sep 2016 increase by 104,094 visits (28%) compared to the same period in 2015/16. While much can be attributed to the new Flitwick LC, participation at Dunstable increased due to a large event and fitness use following a new specific membership offer for the centre.</p> <p>Planned actions: Inspection and monitoring regime has recently been strengthened that will enable closer working with leisure contractors. This includes opportunity to review co-operation on programming and pathways including developing the exercise referral offer.</p>				<table border="1"> <caption>Leisure facility usage rates (Actual vs Target)</caption> <thead> <tr> <th>Period</th> <th>Actual</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Mar 2016</td> <td>~290,000</td> <td>~290,000</td> </tr> <tr> <td>Jun 2016</td> <td>~463,359</td> <td>~463,359</td> </tr> <tr> <td>Sep 2016</td> <td>~474,424</td> <td>~474,424</td> </tr> </tbody> </table>							Period	Actual	Target	Mar 2016	~290,000	~290,000	Jun 2016	~463,359	~463,359	Sep 2016	~474,424	~474,424
Period	Actual	Target																				
Mar 2016	~290,000	~290,000																				
Jun 2016	~463,359	~463,359																				
Sep 2016	~474,424	~474,424																				

Libraries facility usage rates																				
Good is:	High	Unit	Number	Latest group comparator average	Report comparison	Annual	Performance judgement	↓	Monitor only											
Date	Mar 14	Mar 15	Mar 16																	
Performance	993,971	932,865	925,041																	
<p>Current performance: Footfall dropped by 7,824 from 2014/15 to 2015/16 (0.8%). Footfall increased in Flitwick, Shefford and Potton Libraries. The largest decreases in footfall were at Leighton Buzzard, Dunstable, Houghton Regis and Barton.</p> <p>In addition to the physical footfall there were 12,698 visits to online library resources and 4,618,439 page hits on the Virtual Library. The first full year of online bookings for the theatre will have had an impact on Leighton Buzzard Library footfall. 2015/16 has also seen the introduction of library and theatre Apps, opening up more opportunities for residents to interact with the service remotely.</p>				<table border="1"> <caption>Library facilities usage rates</caption> <thead> <tr> <th>Year</th> <th>Actual</th> </tr> </thead> <tbody> <tr> <td>Mar-13</td> <td>988,893</td> </tr> <tr> <td>Mar-14</td> <td>993,971</td> </tr> <tr> <td>Mar-15</td> <td>932,865</td> </tr> <tr> <td>Mar-16</td> <td>925,041</td> </tr> </tbody> </table>							Year	Actual	Mar-13	988,893	Mar-14	993,971	Mar-15	932,865	Mar-16	925,041
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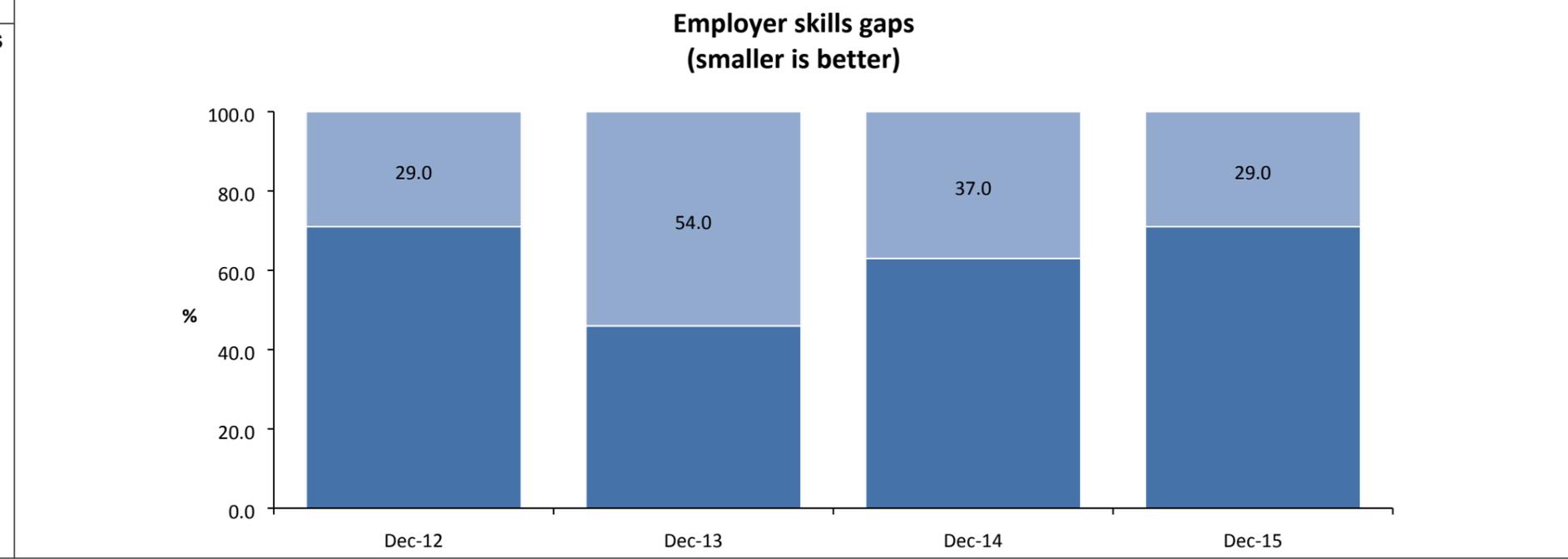
Improving Education and Skills

Employer Skills Gaps

Good is:	Low	Unit	%	Latest group comparator average		Report comparison	Annual	Performance judgement	↑	Monitor only
Date	Dec 13	Dec 14	Dec 15							

Performance 54% 37% 29%

Current performance: Employers reporting skills gaps decreased by 8% on the previous year.



Protecting the vulnerable

Hate crime				Latest group comparator average	Report comparison	Quarterly	Performance judgement	↓	Monitor only												
Good is:	High	Unit	Number																		
Date	Mar 16	Jun 16	Sep 16																		
Performance	32	40	33																		
<p>Current performance: Incidents of domestic abuse and hate crime have been historically under-reported. The Community Safety Team therefore regards an increase in reporting as a positive indicator, as opposed to other types of crime.</p> <p>In Q2 2016/17 there were 33 hate crime offences reported in Central Bedfordshire. This is 3 more offences than in Q2 last year, an increase of 10%.</p>				<p style="text-align: center;">Hate crime (high is good)</p> <table border="1"> <caption>Hate crime incidents</caption> <thead> <tr> <th>Quarter</th> <th>Incidents</th> </tr> </thead> <tbody> <tr> <td>Q2 2015-16</td> <td>32</td> </tr> <tr> <td>Q3</td> <td>25</td> </tr> <tr> <td>Q4</td> <td>33</td> </tr> <tr> <td>Q1 2016-17</td> <td>40</td> </tr> <tr> <td>Q2</td> <td>33</td> </tr> </tbody> </table> <p>Hate crime has historically been under-reported. The Community Safety Team therefore regard an increase in reportage of such incidents as a positive indicator.</p>						Quarter	Incidents	Q2 2015-16	32	Q3	25	Q4	33	Q1 2016-17	40	Q2	33
Quarter	Incidents																				
Q2 2015-16	32																				
Q3	25																				
Q4	33																				
Q1 2016-17	40																				
Q2	33																				

Domestic abuse incidents reported				Latest group comparator average	Report comparison	Quarterly	Performance judgement	↑	Monitor only														
Good is:	High	Unit	Number																				
Date	Mar 16	Jun 16	Sep 16																				
Performance	773	845	955																				
<p>Current performance: Incidents of domestic abuse and hate crime have been historically under-reported. The Community Safety Team therefore regards an increase in reporting as a positive indicator, as opposed to other types of crime.</p> <p>955 domestic abuse incidents were reported in the quarter to September 2016, 11% up on the previous quarter.</p> <p>Planned actions: The council continues to work on an internal Council strategy with regards to tackling domestic abuse in Central Bedfordshire. The Corporate DA Strategy has now been officially launched. The Corporate Domestic Abuse Officer started in post on 19 September and will work to implement the action plan.</p>				<p style="text-align: center;">Domestic abuse incidents reported (high is good)</p> <table border="1"> <caption>Domestic abuse incidents reported</caption> <thead> <tr> <th>Quarter</th> <th>Incidents</th> </tr> </thead> <tbody> <tr> <td>Q1 2015-16</td> <td>846</td> </tr> <tr> <td>Q2</td> <td>845</td> </tr> <tr> <td>Q3</td> <td>804</td> </tr> <tr> <td>Q4</td> <td>773</td> </tr> <tr> <td>Q1 2016-17</td> <td>845</td> </tr> <tr> <td>Q2</td> <td>955</td> </tr> </tbody> </table> <p>Domestic abuse has historically been under-reported. The Community Safety Team therefore regard an increase in reportage of such incidents as a positive indicator.</p>						Quarter	Incidents	Q1 2015-16	846	Q2	845	Q3	804	Q4	773	Q1 2016-17	845	Q2	955
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Central Bedfordshire Council

Sustainable Communities Overview and Scrutiny Committee

12 January 2016

TITLE OF REPORT: Outcomes of the scrutiny enquiry of school's parking

Report of: Cllr Ken Matthews, Chairman of the Enquiry

Advising Officers: Ann Rowland, Team Leader Highways Development Management (ann.rowland@centralbedfordshire.gov.uk) Paul Mason, Assistant Director, Highways (paul.mason@centralbedfordshire.gov.uk) Victor Wan, Head of School Organisation, Admissions & Capital Planning (victor.wan@centralbedfordshire.gov.uk) and Rebecca Preen, Scrutiny Policy Adviser (rebecca.preen@centralbedfordshire.gov.uk)

Purpose of this report

1. To summarise the findings of the school's parking enquiry and to provide recommendations in order to facilitate future improvements.

RECOMMENDATIONS

The Committee is asked to consider and support the recommendations to be provided to the Executive resulting from the enquiry, as detailed in the body of the report, subject to any additional input as may be necessary.

Background

2. At their meeting on 01 July 2016 the Sustainable Communities Overview and Scrutiny Committee (SCOSC) requested a review of parking issues outside of schools in light of concerns raised by Members.
3. An enquiry was formed of Cllr K Matthews, C Gomm, A Graham, M Versallion and T Swain, who undertook to review the subject and report back to the SCOSC with their findings.
4. Throughout the enquiry evidence was received from officers in the Council's Highways, Development Management (DM), Schools Planning, Travel Planning and Parking Enforcement Teams. Evidence was also received from schools and parents.

5. The purpose of the enquiry was to determine the best possible solutions with regard to car parking and vehicular access at schools to ensure the free movement of traffic around schools, particularly in light of the implications of school expansion.
6. Members were keen to deliver a cost-neutral policy which set out in an open and transparent manner how the Council would plan for transport and access to schools when planning an extension to an existing school, or developing a new school.
7. Members acknowledged the need to address where possible the current challenges experienced at some schools.
8. Members noted the importance of ensuring that any recommendations should support the objectives detailed within the Council's 5 year plan and the need to consider the most appropriate solutions to invest in to tackle parking problems isolated to very short periods within the day.

National Context

9. Central Government guidelines provide a framework to assist Local Authorities in shaping their policies with regards to school travel planning. In considering any possible changes to existing policies, the local authority should have regard to the Education Act 1996 which states:-

“Section 508A of the Act places a general duty on local authorities to promote the use of sustainable travel and transport. The duty applies to children and young people of compulsory school age who travel to receive education or training in a local authority's area.

The Act defines sustainable modes of travel as those that the local authority considers may improve the physical well-being of those who use them, the environmental well-being of all or part of the local authority's area, or a combination of the two.”

10. Central Bedfordshire Council's current policies in relation to travel and parking around schools are in line with Central Government directives and research supports that many other Local Authorities have similar policies in place. Central Bedfordshire's Excess Weight Partnership Strategy has been developed to support the national ambition to turn things around and achieve a downward trend in levels of excess weight in children and adults by 2020. It states:-

“We will encourage the development of positive environments which actively promote a healthy weight. This involves transport, the built environment, early years settings, schools...an increase in the number of families walking and cycling to work/school... all local planning and policy decisions have a focus on preserving and

creating healthier environments which provide opportunities for physical activity...and an increase in the use of sustainable modes of travel including walking and cycling, both for leisure and commuting.”

11. The remainder of this report sets out the findings of this review in light of which recommendations that are aimed at improving existing performance.

Enquiry Findings and Recommendations

School Travel Plans

12. School's Travel Plans are the direct responsibility of schools and are actively encouraged and promoted by Council Officers. However, the evidence received from the School's Travel Plan Officer found that there is no longer a dedicated resource to carry out this function, instead it is absorbed as part of a wider workload. As a result some school travel plans are several years old, have not been updated nor actively promoted by the school.
13. Every year a classroom 'hands up' survey is carried out to determine how each child usually travels to school. Based on the return of the past 3 years data, figures of 20-37% were cited as 'core drivers' in any given area. Core drivers are the percentage of children who are usually driven to school on their own and not part of a car sharing scheme or any other method of car 'pooling', also termed 'single occupancy vehicle'. During the review Members were keen to understand measures taken to address and reduce these numbers, whether travel plans were effective due to their 'soft touch' nature and whether schools implemented and promoted them effectively. It was also noted that public transport in a variety of locations, particularly rural, did not match school timetables, yet were cited as appropriate means of travel within travel plans.
14. Working closely with schools had proved very effective in the past, with schools taking the initiative to minimize parking breaches outside of their premises.
 1. **RECOMMENDED that officers work closely and proactively with schools, taking into account current resources and staffing levels to regularly promote school travel plans and existing health programmes that encourage active and sustainable travel for children within catchment.**
 2. **RECOMMENDED that every school be encouraged to produce an active and regularly updated travel plan, maintaining the relationship with Council officers when providing travel data.**

Information sharing

16. Members discussed the use of technology, social media, email and the inclusion of school's parking information on the Council and school websites, with the possibility of drafting communications to be shared with all Head Teachers as frequently as necessary. This would encourage regular contact with schools and the promotion of sustainable solutions that would reinforce the importance of safety and responsible parking in the vicinity of schools.
17. During the review Members were appraised of other local authority practices and solutions, one of which was an online leaflet, which members felt could be replicated by Central Bedfordshire Council. (See Appendix F)

- 3. RECOMMENDED the production of a school's parking leaflet similar to that of a neighbouring authority with distribution electronically where possible to schools, parents and via the Council's website and social media outlets.**
- 4. RECOMMENDED regular (termly) communication between Council Officers and Head Teachers, reinforcing the promotion of school travel plans and sustainable travel solutions.**

Minimising risk and prioritising safety

18. The numbers of accidents, incidents and collisions around schools, in Central Bedfordshire are relatively low at 25 incidents out of a total of 18,765 pupils (see Appendices A and B). As a result the enquiry felt that the Council's current policy was effective in minimising risks and prioritising the safety of school children.
19. There is no current policy in place in Central Bedfordshire with regards to parking enforcement outside of schools but breaches are prioritized on a case by case basis. The future appointment of an additional enforcement officer would enable a focus specifically on this area.
20. ANPR vehicles can be used outside of schools but it had proved cost prohibitive to utilise them in isolation as the Council are bound by restrictions on their use. For example, the cost of camera maintenance per year is currently £9,820.00 with the cost recouped from Penalty Charge Notices (PCN's) issued to drivers directly outside of schools during 2014-15 at approximately £5,075 resulting in the Council running at a loss.
21. Data provided in relation to PCN's included the following:-
 - That 40 PCN's had been issued for school contraventions from April 2015 to March 2016.

- To date 21 PCN's had been issued for school contraventions from April 2016 to September 2016.
5. **RECOMMENDED that the Council fully enforce inappropriate parking on yellow 'zig zags' which are placed along the entire frontage of all schools, ensuring they are always positioned to the maximum enforceable length.**
 6. **RECOMMENDED that where parking restrictions exist, current measures are robustly deployed and enforced, taking into account existing resources.**
 7. **RECOMMENDED that visible signage be displayed outside all schools where deemed necessary, prohibiting parking and waiting between the hours of approximately 8-9am and 3-4pm, acknowledging that individual schools may have differing opening times, taking into account the impact of any restrictions upon residents within the area and existing budget constraints.**
 8. **RECOMMENDED the introduction of 20mph zones outside of new schools and existing schools, assessing the most appropriate radius to place them in.**

Partnership working

22. The evidence received from the Council's Highways, DM and Schools Planning departments demonstrated that although they did work closely together when determining school expansions, Members felt more could be done to strengthen partnership working and ensure planning conditions were applied where necessary.
23. Members acknowledged that each area had its own unique set of problems and that one solution would not fit all, with a need to consider whether existing Council policies went far enough in ensuring developers contributed to parking mitigations where necessary.
24. It is important to bear in mind that Council policy does not currently encourage or dictate that conditions should be applied to developments which allow for parking mitigations to be included within planning conditions. Members discussed whether policy could be amended to allow for this where appropriate, taking into account that this principle goes against the primary policy of promoting active and sustainable travel and that a built solution such as drop off zones may encourage parents to drive their children to school unnecessarily.
25. Having researched the evidence in relation to statutory government guidelines it became clear that there were no national or other local authority benchmarking policies which supported a 'built' solution, for

example drop off zones. However, Members were keen to ascertain whether the evidence gathered could mitigate a solution of providing more parking provision for parents.

26. An example was provided of a recent development within Cranfield whereby conditions were successfully applied using current policy and officers suggested that it was likely this process could be replicated in future where necessary, without the need to amend policy (see Appendix C).

9. RECOMMENDED that planning conditions already within the Council's remit be applied when considering school expansions and new builds, without the need to amend current policy.

27. The evidence identified some cases of good practice within other area schools, which could be promoted by the Council when reviewing current practices, particularly in relation to partnership working with schools and encouraging them to introduce or enhance measures to tackle parking problems outside of the school premises (see Appendix D).

10. RECOMMENDED that lower and primary schools be encouraged to allocate a designated member of staff to manage collection and drop off of children at the start and end of the school day.

Design principles

28. Based on known reported problems in relation to schools parking, evidence suggested that many of the problems were located directly to the front of school gates or on the road immediately outside of the school (see Appendix E and Table 1, Head Teacher, parent and resident survey results). In response Members considered whether a design principle could be introduced whereby new school builds precluded roads being built outside of the front of a school, with staff accessing a gated entrance to the rear of the site. It was agreed that safety and access to the school should be of paramount importance and that a design principle such as this may be difficult to implement, but that any design should include provision for school buses where necessary.

11. RECOMMENDED that new schools and expansions include provision for school buses, access and turning wherever possible.

Head Teacher, Parent and Resident Engagement

- 29. To support the enquiry, Members discussed the importance of engaging with the local community to gain insight into the problems schools, parents and residents were experiencing. Four school areas were identified as having existing problems in relation to parking outside of schools and had been subject to or were in the process of applying for further expansion. Those schools were Arnold Academy in Barton-le-Clay, Cranfield Church of England Academy, Church End Lower School including the Forest End site in Marston Moretaine and the Potton Federation of schools, Lower and Middle.
- 30. Officers contacted the Head Teachers of each school and carried out a telephone survey, securing agreement that the school would in turn consult with parents. A bespoke survey was then forwarded to Head Teachers with a similar version for parents. The evidence demonstrated that community facilities such as village hall car parks were often not made available to schools. Were they to be made available it could aid a 'park and stride' or walking bus solution.
- 31. Residents living directly outside of the schools were contacted highlighting the problems experienced by those living within the vicinity of the school and the suggested solutions they would like to see introduced.

A summary table of the resident's survey results can be found below with the complete evidence from all 3 groups located in Appendix E (i-vii):-

Table 1 – Resident survey results (Combined data)

Problem faced	Percentage of residents who cited this as an issue
Blocked resident driveways at school drop off and pick up times	70%
Safety issues connected with parking	62%
Poor parking	49%
Narrow roads or pathways outside of the school	38%

- 32. Members carefully considered all the responses received from each of the three groups, weighing each problem and proposed solution against current Council policy, budget constraints and resources, acknowledging the impact of the problems faced by the public and the need to support improvement measures. Members were mindful of the fact that some

parents drive their children to school due to a lack of public transport in particular areas. There is also more choice as to where parents are able to send their children to school, with many attending out of catchment schools. Working parents also often travelled to work immediately after having dropped children to school.

33. In response to the survey results the School Planning Officer highlighted that any funds allocated to parking mitigations, although seemingly providing an immediate solution, would need to be sourced from the overall education budget which could impact the number of school places available. Planning Officers also detailed the difficulties in securing Section 106 and CIL contributions from developers to provide parking mitigations, due to the fact that the Council had a statutory duty to promote sustainable travel solutions in the first instance.

12. **RECOMMENDED that schools promote a staggered start and finish time where a number of schools are in close proximity to one another in order to alleviate the pressure on parents needing to drop off children of differing ages to different schools.**
13. **RECOMMENDED that schools promote walking buses where practical, further strengthening schemes to encourage walking, cycling, scooting and other means of sustainable travel.**
14. **RECOMMENDED that middle and upper schools be encouraged to work with local transport providers to facilitate subsidised travel for out of catchment children, where practical.**
15. **RECOMMENDED that schools work closely with catchment area children and parents to minimise as much as possible any unnecessary short distance car journeys, taking into account the time constraints faced by working parents.**
16. **RECOMMENDED that schools be encouraged to work closely with the local community in order to maximise shared resources including utilising village hall car parks, local supermarkets, park and stride solutions and liaison with parish councils in order to support improvements and closer partnership working.**

Reason/s for recommendations

34. The evidence considered by this enquiry highlighted the need to review whether the Council's existing policies went far enough in mitigating parking issues in known problem areas. Due to concerns

raised by Members, residents, parents and schools it is important that the Council supports the community in relation to schools parking where possible. The recommendations detailed in this report will support improved conditions, consideration given to expanding and new schools with parking mitigations for the future. The majority of Members agreed that existing powers within current policies in relation to the application of planning conditions went far enough in allowing parking mitigations to be included where necessary, as long as they were consistently and robustly applied. It was therefore deemed unnecessary to recommend amending policy, instead strengthening current measures and ensuring a close working relationship between Council officers and schools in order to address the current issues faced and minimise their occurrence when building new schools or agreeing the expansion of existing schools.

Council Priorities

35. The improvement of parking problems outside of schools directly addresses the Council's priority of Enhancing Central Bedfordshire and ensuring it is a 'Great Place'.

Corporate Implications

Legal Implications

36. The Highway Authority has a wide discretion as to the circumstances in which they can make Traffic Regulation orders. Whether any new Orders will be required to prevent vehicles waiting/parking will depend upon the individual site circumstances. Where parking takes place outside schools and controls may already exist then enforcement of those controls can be prioritised. A strengthening of the staff engaged could achieve this but will give rise to an additional cost.

The introduction of new areas where control can be enforced will require the making and publishing of Orders Under the Road Traffic Regulation Act 1984 there is a requirement to consult and take into account objections. The procedures are prescribed by regulation. The publicity requirements and order making procedure will generate a cost but once confirmed the orders can be enforced. There will be some additional costs in respect of road marking and signage that explain the extent and nature of the restriction which could be imposed at specific times rather than throughout the day.

The possibility of varying the local speed limit for traffic in the vicinity of schools is also available to the Highway Authority. The Road traffic Regulation Act 1984 specifies that restricted roads, ones that have lamp posts spaced no more than 200 yards apart would normally be subject to a 30 mph speed limit. The status of the road can be varied

by the traffic authority and by the making a further regulation order a speed limit restriction can be varied. It will depend on local circumstances but these sites are likely to be located in the urban area and within an existing 30mph area.

The use of planning Conditions to limit local congestion or reduce parking must meet the tests of reasonableness, relate to the development, be appropriate and be enforceable. Conditions that seek to limit the use of the highway by particular users are illegal so they have to approach the issue by promoting change in behaviours and good practice for example advocating routing plans or promoting sharing of vehicles and the minimising of car use in connection with locating development at sustainable locations.

Financial Implications

37. There are four recommendations that may incur additional costs: 3, 5, 7 and 8. Work on these needs to be carried out to assess the impact on budgets. The remaining recommendations use existing resources and will therefore not impact budgets.

Equalities Implications

38. Central Bedfordshire Council has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. Throughout the course of the enquiry, efforts have been made to ascertain and understand the complexities relating to the differing needs of parents / carers, children of different ages and local residents. A range of balanced and proportionate recommendations have been identified which will support the development of flexible and locally focused solutions.

Conclusion and next Steps

39. The Committee are asked to review the recommendations detailed in the report and support that they be presented to the Executive and implemented.

Appendices

Appendix A – Incident and accident statistics

Appendix B – All Saints Academy Accident Model

Appendix C – Example - Cranfield Planning conditions, application number CB/15/02292 Link:-

[http://www.centralbedfordshire.gov.uk/portal/searchresult.asp?appnumbe
r=CB/15/02292](http://www.centralbedfordshire.gov.uk/portal/searchresult.asp?appnumbe
r=CB/15/02292)

Appendix D – Best practice examples – school drop off zones

Appendix E (i-vii) – Public surveys and results

Appendix F – School Gate Parking Leaflet

Background Papers

A – Government Paper, Home to School Travel and Transport statutory
Guidance [https://www.gov.uk/government/publications/home-to-
school-travel-and-transport-guidance](https://www.gov.uk/government/publications/home-to-
school-travel-and-transport-guidance)

B – National Institute for Health and Care Excellence (NICE) Guidelines
on Walking and Cycling <https://www.nice.org.uk/guidance/ph41>

C – Government Paper – Active Travel Briefing for Local Authorities
[https://www.gov.uk/government/publications/active-travel-a-briefing-
for-local-authorities](https://www.gov.uk/government/publications/active-travel-a-briefing-
for-local-authorities)

D – Central Bedfordshire Council's Transport Strategy
[http://www.centralbedfordshire.gov.uk/transport/strategy/overview.asp
x](http://www.centralbedfordshire.gov.uk/transport/strategy/overview.asp
x)

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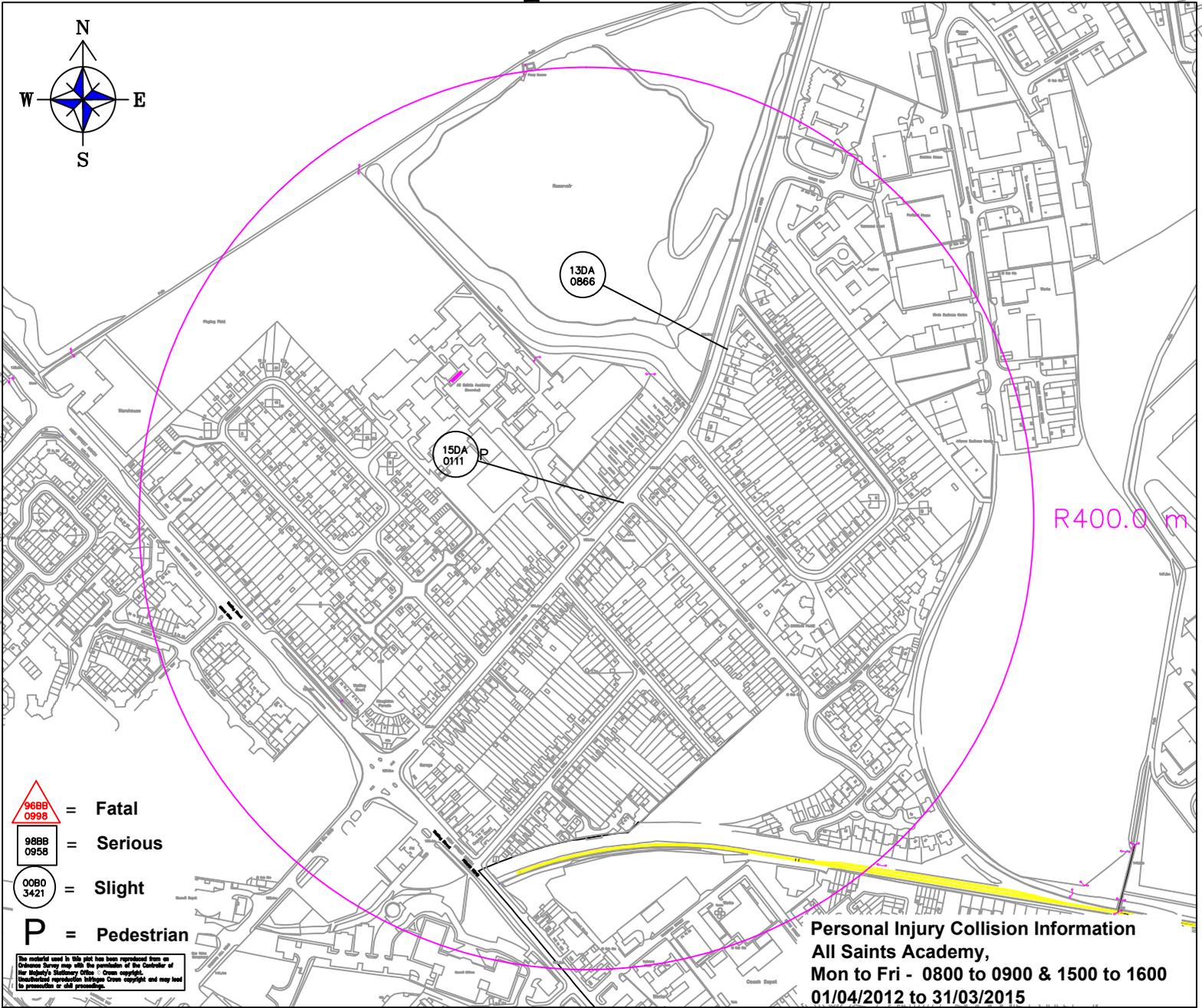
Establishment Name	Town	NOR - Summer 2015	Child personal injury accidents within 400 m; based on nos & severity 1.04.2012-31.3.2015
Priory Academy	Dunstable	535	3 SL
All Saints Academy Dunstable	Dunstable	820	2 SL
Leighton Middle School	Leighton Buzzard	475	4 SL
Brooklands Middle School	Leighton Buzzard	345	1 SL
Etonbury Academy	Arlesey	535	0
Queensbury Academy	Dunstable	640	2 SL
Streetfield Middle School	Caddington, Luton	190	1 SL
Ashton CofE VA Middle School	Dunstable	270	0
Manshead School	Caddington, Luton	1185	1 SL
Houghton Regis Academy	Houghton Regis	240	1 SR
Brewers Hill Middle School	Dunstable	135	0
Gilbert Inglefield Academy	Leighton Buzzard	450	0
Henlow Church of England Academy	Henlow	490	0
Linslade Academy Trust	Leighton Linslade	585	2 SL
Sandye Place Academy	Sandy	485	1 SL
Cedars Upper School	Leighton Buzzard	1155	2 SL
Fulbrook Middle School	Woburn Sands MK	415	0
Woodland Middle School	Flitwick	570	0
Edward Peake CofE VC Middle School	Biggleswade	385	2 SL
Alameda Middle School	Amphill	620	0
Burgoyne Middle School	Potton	175	0
Parkfields Middle School	Toddington	465	0
Redborne Upper School and Community College	Amphill	1490	1 SL
Sandy Upper School	Sandy	550	0

Vandyke Upper School and Community College	Leighton Buzzard	925	0
Central Bedfordshire College	Dunstable	90	0
Harlington Upper School	Harlington	1355	0
Arnold Academy	Barton-le-Clay	600	0
Holywell CofE VA Middle School	Cranfield	540	1 SL
Robert Bloomfield Academy	Shefford	920	0
Samuel Whitbread Academy	Shefford	1665	0
Stratton Upper School	Biggleswade	1180	0
Biggleswade Academy inc.	Biggleswade	805	1 SL
Caddington Village School	Caddington		
The Vale Academy	Dunstable		
UTC Central Bedfordshire	Houghton Regis		
			Total incidents = 25, SL =24, SR = 1, FT = 0
		Total NOR 18765	Percentage of incidents across 18765 pupils = 0.1%

NOTES:

NOR = Pupil numbers on role

Safety: Slight (SL), Serious (SR) , and Fatal (FT) .



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Development Management

Central Bedfordshire Council
Priory House, Monks Walk
Chicksands, Shefford
Bedfordshire SG17 5TQ
www.centralbedfordshire.gov.uk



Mr N Turner
Hunters South Architects
Sussex Business Village
Lake Lane
Barnham
West Sussex
PO22 0AA

Contact Annabel Robinson
Direct Dial 0300 300 4158
Email planning@centralbedfordshire.gov.uk
Your Ref
Date 21 August 2015

Town and Country Planning Act 1990
Town and Country Planning (Development Management Procedure) (England)
Order 2015

NOTICE OF GRANT OF PLANNING PERMISSION

Application Number: CB/15/02292/FULL
Application Site: Land at Braeburn Way, Cranfield
Proposed Development: The provision of a new single storey 1 Form Entry Lower School with Nursery. The school will accommodate 150 pupils together with 45 Nursery places.
Submitted Plan Numbers (to which this decision relates): 11527-CIV-200A, Z0111 PL02 11, Z0111 PL03 11, Z0111 PL04 10, Z0111 PL05 10, Z0111 PL06 10, Z0111 PL08 11, Z0111 PL07 10, Z0111 PL09 11, LLD864/01 04, LLD864/02 01, LLD864/03 00

Statement required by the Town and Country Planning (Development Management Procedure) (England) Order 2015 - Part 5, Article 35

Planning permission has been granted for this proposal. The Council acted pro-actively through early engagement with the applicant at the pre-application stage which led to improvements to the scheme. The Council has therefore acted pro-actively to secure a sustainable form of development in line with the requirements of the Framework (paragraphs 186 and 187) and in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015.

The Council as the Local Planning Authority hereby gives notice of its decision to **GRANT PERMISSION** for the development specified above and shown on the submitted plans, subject to the following conditions:

- 1 The development hereby permitted shall begin not later than three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

- 2 All external works hereby permitted shall be carried out in materials as shown on plan number X0111 PL09 11 unless otherwise approved in writing by the Local Planning Authority.

Reason: To safeguard the appearance of the completed development by ensuring that the development hereby permitted is finished externally with materials to match the existing building in the interests of the visual amenities of the locality. (Policy 43, DSCB)

- 3 The building shall not be occupied until a detailed design scheme and noise management plan for protecting neighbouring residential occupiers from noise arising from the use of the external MUGA and sports pitches and associated car park has been submitted and approved by the local planning authority. The scheme shall include details of the design and construction of the MUGA, proposed hours of use for the external sports facilities, the provision of acoustic barriers where appropriate and other suitable measures as necessary to mitigate and control the impact of noise from these sources. The MUGA and sports pitches shall not be brought into use until the scheme and noise management plan has been implemented in accordance with the approved details, and shall be operated in accordance with those details thereafter.

Reason: To protect the residential amenity of neighbouring residential occupiers from noise associated with the use of the external sports facilities.

- 4 The building shall not be occupied until a scheme setting out the type, design, lux levels and measures to control glare and overspill light from external lighting on the site (including the car park and external sports facilities), and measures to ensure lights to the external sports facilities are switched off when not in use, has been submitted to and approved in writing by the Local Planning Authority. After commencement of use of the external sports facilities the lighting to these areas and external car park shall be operated in accordance with the approved scheme.

Reason: To balance illuminating the external areas and sports facilities of the site for optimum use with the interest of protecting neighbouring residential amenity and sustainability

- 5 Prior to the occupation of the site a plan identifying the mandatory road markings associated with the construction of the school access shall be submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be implemented before first occupation of the premises.

Reason: In the interests of highway safety.

- 6 The proposed development shall be carried out and completed in all respects in accordance with the access siting and layout illustrated on the approved plan and defined by this permission and, notwithstanding the provision of the Town and Country Planning General Permitted Development Order 1995, (or any Order revoking or re-enacting that Order) there shall be no variation without the prior approval in writing of the Local Planning Authority.

Reason: To ensure that the development of the site is completed insofar as its various parts are interrelated and dependent one upon another and to provide adequate and appropriate access arrangements at all times.

- 7 **No development shall take place until the following details have been submitted to and approved in writing by the Local Planning Authority.**

- A Construction Traffic Management Plan detailing access arrangements for construction vehicles, routing of construction vehicles, on-site parking and loading and unloading areas.**
- Materials Storage Areas.**
- Wheel cleaning arrangements.**

Reason: In order to minimise danger, obstruction and inconvenience to users of the highway and the site.

Justification: The condition is require pre-commencement as it relates to ensuring that all the construction work is undertaken in a suitable manner, to ensure minimal disturbance to residents and the public highway.

- 8 All planting, seeding or turfing comprised in the approved details of landscaping as shown on plan numbers LLD864/01 04, LLD864/02 01 and LLD864/03 00 shall be carried out in the first planting and seeding seasons following the occupation of the buildings or the completion of the development whichever is the sooner; and any trees or plants which within a period of 5 years of completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species unless the Local Planning Authority give written consent to any variation.

Reason: In the interests of the visual amenities of the site and the area generally.

- 9 The development and use of the school site shall be carried out in accordance with the measures set out within the submitted Travel Plan (June 2015).

Reason: To ensure sustainable forms of transport to and from the school site.

- 10 The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans, numbers 11527-CIV-200A, Z0111 PL02 11, Z0111 PL03 11, Z0111 PL04 10, Z0111 PL05 10, Z0111 PL06 10, Z0111 PL08 11, Z0111 PL07 10, Z0111 PL09 11, LLD864/01 04, LLD864/02 01, LLD864/03 00.

Reason: For the avoidance of doubt.

NOTES TO APPLICANT

Any conditions in bold must be discharged before the development commences. Failure to comply with this requirement could invalidate this permission and/or result in enforcement action.

The application form for approval of details reserved by a condition, guidance notes and fees (i.e. £28.00 for householder applications and £97.00 for all other applications, per submission) can be found on our website www.centralbedfordshire.gov.uk or alternatively call Customer Services on 0300 300 8307 for hard copy forms.

- 1 This permission relates only to that required under the Town & Country Planning Acts and does not include any consent or approval under any other enactment or under the Building Regulations. Any other consent or approval which is necessary must be obtained from the appropriate authority.

- 2 The applicants attention is drawn to their responsibility under The Equality Act 2010 and with particular regard to access arrangements for the disabled.

The Equality Act 2010 requires that service providers must think ahead and make reasonable adjustments to address barriers that impede disabled people.

These requirements are as follows:

- Where a provision, criterion or practice puts disabled people at a substantial disadvantage to take reasonable steps to avoid that disadvantage;
- Where a physical feature puts disabled people at a substantial disadvantage to avoid that disadvantage or adopt a reasonable alternative method of providing the service or exercising the function;
- Where not providing an auxiliary aid puts disabled people at a substantial disadvantage to provide that auxiliary aid.

In doing this, it is a good idea to consider the range of disabilities that your actual or potential service users might have. You should not wait until a disabled person experiences difficulties using a service, as this may make it too late to make the necessary adjustment.

For further information on disability access contact:

The Centre for Accessible Environments (www.cae.org.uk)
Central Bedfordshire Access Group (www.centralbedsaccessgroup.co.uk)

Andrew Davie

Andrew Davie
Development Infrastructure Group Manager

Date of Issue: 21 August 2015

Drop off zone – Valley End C of E Infant School, Surrey

- The Drop Off Zone operates from 8.40 – 8.55 a.m. managed by volunteer parents – Friends of Valley End (FOVE) – who are committed to providing a good start for you and your children.
- Volunteers receive safety training in procedures and you'll know who they are as they'll be wearing high visibility jackets, operating in pairs at the Drop off Zone.
- Pull up in your vehicle – with your passenger side to the pavement outside the Drop off Zone – with your child ready with belongings.
- As you stop at the Drop off Zone you'll be greeted by a FOVE volunteer who will help your child out of your vehicle.
- Each child is given a flag to hold as soon as soon as they are handed over into FOVE responsibility.
- Once a group of up to 6 children are gathered with flags, one FOVE volunteer will lead those children to the school entrance where they will be handed over to a member of staff one by one – the flags are counted in and checked by both staff member and volunteer.
- This valuable service has won the school a safety award but can only continue with the support of volunteers. Please feel free to use the service but also consider volunteering to help – contact the school office for more information.

Drop off zone – Athelstan Primary School, Kingston Upon Thames

- Historically, the area outside our school had been used illegally as a drop off and pick up zone, where some parents and carers continued to ignore road markings, signage and even the involvement of Parking Attendants.
- The lives of our pupils were endangered every day by illegal parking outside of school at both the beginning and end of the day. Not only was this damaging the local environment and causing ill feeling with the local residents but more importantly, it posed a significant safeguarding issue which we wanted to eradicate.
- In an ideal world, we would have had Parking Attendants and PCSOs outside the school every morning, but this was obviously not possible and even with this intervention, we were still not able to stop parents parking on the double yellow lines. The resulting build-up of traffic that this caused in the local area was a health and safety risk for everyone and so we decided to do something about it!
- A couple of years ago, we worked together with parents, the local authority and our Safer Neighbourhood Team to run a trial of a drop off zone. It was incredibly successful and as a result, we now offer this service every morning.

- Each morning, between 8.15 and 8.45 am, there is a dedicated area for drop off. This is on the outer edge of the turning circle, in front of the bus stop. The area is large enough to accommodate 3-4 vehicles. Before and after these times, the drop off is not in operation and there are no staff to supervise the children.
- Parents drive up to the area and stop. The children get out of the car on the side of the pavement, helped by our staff or parent helpers. We encourage them not to get out of the car on the side of the road and the idea is that parents remain in the car at this time.
- The children wait on the pavement with our staff/volunteers and the parent then leaves. Once we have approximately 5-10 pupils waiting, a member of staff escort the children onto the school grounds via the Junior Playground.
- We have members of staff waiting in the playground to supervise them until the bell rings. Children in Reception, Year 1 and Year 2 are kept under close supervision by staff in a specific section, whereas KS2 pupils may play elsewhere in the playground.
- When the bell rings, pupils in Reception, Y1 and Y2 are escorted to their classrooms by staff.
- NOTE:- Very few problems are experienced at the end of the school day due to after school clubs and a staggered release of pupils, hence no drop off zone solution at circa 3.30pm.



School Parking Questionnaire

Central Bedfordshire Council's Sustainable Communities Overview and Scrutiny Committee have recently commissioned a Member and Officer Task Force to undertake a review of parking outside of schools in order to understand and tackle problems schools, parents and the wider community may experience.

At this stage we are undertaking an evidence gathering exercise and to support the collation of data we're asking Head Teachers to provide us with as much information as possible, using the framework below. Please could we ask that you fill out the document and submit the details no later than Tuesday 25 October, after which we will analyse the detail and use it to help shape recommendations going forward.

Q1 Name:

Q2 School:

Q3 Does your school have a School Travel Plan (STP)?
 Yes
 No

Q4 Who has been consulted on the development of the STP? (Tick all that apply)

- Parents
- Governing Body
- Pupils
- Teachers
- Local residents
- Other
- No one

If Other, please state:

Q5 Have you undertaken a Pupil Travel Survey?

- Yes
- No

Q6 Who is the School Travel Plan co-ordinator for your school?

Q7 How often do you update your STP?

- Weekly
- Monthly
- Termly
- Yearly
- Other

If Other, please state:

Q8 Please indicate how regularly your STP (if you have one) is publicised to parents:

- Weekly
- Monthly
- Termly
- Yearly
- Other

If Other, please state:

Q9 In your opinion, how successful is your STP about ensuring road safety?

- Very successful
- Successful
- Average
- Unsuccessful
- Very unsuccessful

Please provide details as to why you feel this way:

Q10 Please provide details of any problems the school experiences with regards to parking outside or in the vicinity of the school.

Q11 What measures does the school take to tackle parking issues outside the school gates?

Q12 Please tell us what other measures or support the school would benefit from or anything else you feel is relevant.

Thank you.

Please click submit.

Data Protection Act 1998

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Listed below is a table relating to Head Teachers who responded to the survey, detailing current problems experienced in relation to parking outside of schools and the action they would like to see taken to remedy the situation.

Question	Answer - Arnold Academy, Barton-le-Clay	Answer – Church End Lower School, Marston Moretaine
Does your school have a School Travel Plan (STP)?	Yes	Yes
Who has been consulted on the development of the STP?	Governing Body Pupils Teachers	Governing Body Parents Pupils Teachers
Have you undertaken a Pupil Travel Survey?	Yes	Yes
Who is the School Travel Plan co-ordinator for your school?	Deputy Head Teacher	Staff Member
How often do you update your STP?	Yearly	Other – Last updated 2013
Please indicate how regularly your STP (if you have one) is publicised to parents	Not published to parents but reminders about specifics are sent home every other week in the newsletter	In some aspects, for example parking reminders or safety strap line, every half-term
In your opinion, how successful is your STP about ensuring road safety?	Unsuccessful - There is limited flexibility in modes of travel for my school as we take from a wide catchment. An increasing number of pupils from out of catchment has significantly impacted safe travel to and from school.	Average - Some aspects have worked brilliantly such as adopting a 15 minute staggered start to the school day. This allows parents to drop their child and leave rather than everyone arriving at the same time. This is much safer and has reduced parking problems and congestion in the morning. The end of the school day is still problematic as the overwhelming number of children go home at 3.30 p.m. This is despite the school providing an after school care facility and various after school enrichment activities on most days.

<p>Please provide details of any problems the school experiences with regards to parking outside or in the vicinity of the school.</p>	<p>There are daily issues with parking, particularly at the end of the day. The car park is blocked and access in and out is often dangerously restricted too. In addition to the safety elements, this results in school buses not being able to get into the school and delays for other road users as the single carriage highway outside the school is very congested.</p>	<p>A minority of drivers park inconsiderately; double parking, blocking school gates and residents driveways. Some drive dangerously, too fast and without due care. We have had a number of near misses and minor bumps. This is reflected at both school sites. At Forest End the roads are yet to be adopted by the LA which means accessing the school is extremely difficult especially for parents with disabled children or toddlers, the elderly and parents with push chairs. As the housing is still being built, the dangers are exacerbated still further by the large number of contractor vehicles including specialist building vehicles, diggers etc, large lorries and numerous white vans most of which consider the 20 mph speed limit not to apply to them!</p>
<p>What measures does the school take to tackle parking issues outside of the premises?</p>	<p>Regular reminders and requests for considerate driving and parking by parents. Promotion of other means of getting to school (walking, car share, cycling etc) We have tried to put our own traffic management systems in place by coning off the worst affected areas. We have also posted members of staff outside at the end of the school day.</p>	<p>At both school sites we have developed our policy to promote a staggered early morning start, numerous after school activities which take place every evening all year round, the creation of designated scooter and bike areas, the school encourages all Y4 children to participate in the bikability scheme, the use of road safety directional banners, road safety through PSHE lessons and special assemblies and police involvement when necessary. In addition at Church End we use traffic cones to separate the road from the designated safe route to school and at Forest End we have asked the Marston Safety Group to monitor our traffic problems and advise parents.</p>
<p>Please tell us what other measures or support the school would benefit from or anything else you feel is relevant.</p>	<p>Some parents whose children could use school transport choose not to because of safety/reliability concerns. We have been working alongside CBC and the bus company to address this recently. Enforcement officers being present at the end of the day would be a good deterrent. Better</p>	<p>At both sites Yellow Zig Zags and lines to be installed and reinstated, a village wide 20 mph speed limit, further traffic calming measures, identified cycle and scooter routes and improved signage.</p>

signage might help. Ultimately, our current access and car park facilities are inadequate and are insufficient for the volume of traffic. Increasing the car parking facilities and improving flow for buses would help. Traffic control measures on Hexton Road would also help, but I am not sure what they might be.

Note: No responses were received from Cranfield Lower School or the Potton Federation but information was provided when Officers spoke with Head Teachers directly. Much of the information captured above was reinforced by these other schools, with concerns raised regarding the safety of children, the difficulties in encouraging catchment parents to walk their children to school and the lack of enforcement with regards to parking contraventions.

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School Parking Questionnaire



Central Bedfordshire Council's Sustainable Communities Overview and Scrutiny Committee have recently commissioned a Member and Officer Task Force to undertake a review of parking outside of schools in order to understand and tackle problems schools, parents and the wider community may experience.

At this stage we are undertaking an evidence gathering exercise and to support the collection of data we're asking PTA's to help us gather as much information as possible on behalf of parents, using the framework below. Please could we ask that the survey is completed and the details submitted back to your head teacher no later than 25th October, after which we will analyse the detail and use it to help shape recommendations going forward.

Our current focus is on shaping future policy for school expansions and new builds which we hope mitigate future problems currently faced at some schools.

Q1 What year group is your child in?

Q2 School:

Q3 How does your child usually travel to school?

- Walk
- Car
- School bus
- Public bus
- Taxi
- Other

If Other, please state:

Q4 Do you live within the catchment area?

- Yes
- No
- Don't know

Q5 What is your approximate distance from the school?

- Less than 1/2 mile (approx 800m)
- A mile
- More than 1 mile
- More than 2 miles
- More than 5 miles
- More than 10 miles

Q6 Are you aware if the school has a School Travel Plan (STP)?

- Yes
- No

Q7 How regularly does the school promote their STP to parents?

- Weekly
- Monthly
- Termly
- Other
- Don't know

If Other please provide details:

Q8 To what extent do you agree or disagree that parents are substantially involved in the development of the STP?

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

Q9 Please provide details of any problems the school experiences with regards to parking outside or in the vicinity of the school.

Q10 Does the school regularly promote sustainable methods of school travel e.g. walking/cycling, car share etc.

Q11 Please tell us what other measures or support parents would benefit from or anything else you feel is relevant.

Q12 If you regularly drive your child to school, please tell us in your own words why this is often your preferred option.

Thank you.

**Please return your completed form to:
FREEPOST RSJS GBBZ SRZT (you do not need a stamp)**

**Central Bedfordshire Council
Priory House, Monks Walk
Chicksands, Shefford
SG17 5TQ**

Data Protection Act 1998

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Listed below is a table relating to parents who responded to the survey, detailing current problems experienced in relation to parking outside of schools and the action they would like to see taken to remedy the situation.

Question	Answer – Church End Lower School, Marston Moretaine	Answer - Arnold Academy, Barton-le-Clay
What year group is your child in?	Parent 1:Y4 Parent 2: Y1 Parent 3: Y2 Parent 4: YR	Parent 1:Y8 Parent 2: Y6 Parent 3: Y6
How does your child usually travel to school?	Parent 1: Walk Parent 2: Walk Parent 3: Car Parent 4: Walk	Parent 1: School bus Parent 2: School bus Parent 3: School bus
Do you live within the catchment area?	Parent 1:Yes Parent 2: Yes Parent 3: Yes Parent 4: Yes	Parent 1: Yes Parent 2: Yes Parent 3: Yes
What is your approximate distance from the school?	Parent 1:A mile Parent 2: Less than half a mile Parent 3: More than 5 miles Parent 4: Less than half a mile	Parent 1:More than 2 miles Parent 2: More than 2 miles Parent 3: More than 2 miles
Are you aware if the school has a School Travel Plan (STP)?	Parent 1: No Parent 2: No Parent 3: No Parent 4: No	Parent 1: No Parent 2: No Parent 3: No
How regularly does the school promote their STP to parents?	Parent 1: Don't know Parent 2: Don't know Parent 3: Don't know Parent 4: Don't know	Parent 1: Don't know Parent 2: Don't know Parent 3: Don't know

<p>To what extent do you agree or disagree that parents are substantially involved in the development of the STP?</p>	<p>Parent 1: Agree Parent 2: Neither agree nor disagree Parent 3: Neither agree nor disagree Parent 4: Neither agree nor disagree</p>	<p>Parent 1: Strongly disagree Parent 2: Strongly disagree Parent 3: Strongly agree</p>
<p>Please provide details of any problems the school experiences with regards to parking outside or in the vicinity of the school.</p>	<p>Parent 1: Too many cars - families could walk more. Parents arriving very late to drop off at school in a car as they can then drive closer but as late they are speeding. Parking - people could park and walk a short distance but instead park dangerously</p> <p>Parent 2: Congestion and difficulty crossing road near school.</p> <p>Parent 3: No designated parking spaces. School is on a building site with trucks and digger regularly passing through. In the middle of a busy residential estate.</p> <p>Parent 4: Sometimes parents park on the junction near the school which can cause problems for other drivers and crossing the road.</p>	<p>Parent 1: The road outside the school is busy and if parents park there it becomes congested. The car park is too small for the number of parents that park there/school staff. The bus lanes can sometimes become congested too!</p> <p>Parent 2: The car park is too small for the number of children attending/parents who drop off/pick up. The bus lane can also get congested.</p> <p>Parent 3: The parking at Arnold is horrendous. My children use the school bus to help with the already heavily congested dropping off/picking up. I don't like them getting the school bus and neither do they as there is often name calling and teasing and generally bad behaviour which both my girls dislike as they are both quite sensitive and just liked to be left alone. However as the parking is so terrible at Arnold, they have to go by bus as I couldn't cope with the stress of parking there. Parents block anywhere and are often abusive when asked to move their cars (i.e. bus lane parked) If Arnold was to expand, it would need more parking for the new teachers which would leave even less places for parking. Trying to drive along Hexton Road is a nightmare already as the road is blocked one way with the cars which already adds ten extra minutes just to reach the school.</p>
<p>Does the school regularly promote sustainable methods of school travel? e.g. walking/cycling, car share etc.</p>	<p>Parent 1: Yes Parent 2: Posters on school gates - Cars + children don't mix. Parent 3: NA Parent 4: NA</p>	<p>Parent 1: Yes - not that people follow their suggestions</p> <p>Parent 2: Yes, but parents don't follow!!</p> <p>Parent 3: It wouldn't be practical as most children are out of catchment and can't reach the village unless they drive so to</p>

		be fair it would be a pointless exercise to do it.
Please tell us what other measures or support parents would benefit from or anything else you feel is relevant.	<p>Parent 1: Parents need to take responsibility for themselves. The school is very good at making parents aware of the dangers.</p> <p>Parent 2: NA</p> <p>Parent 3: Designated parking. A crossing near school with a lollipop lady.</p> <p>Parent 4: NA</p>	<p>Parent 1: NA</p> <p>Parent 2: NA</p> <p>Parent 3: More school transport available would be good. Harlington offer a (payable) bus service from Luton but as its pricey, parents still drive but a free service like we have in the villages would help, however there should be chaperones on all buses, villages and any others. The children get hyped up, especially on the journey home. Last year a child was throwing full water bottles at the other kids. If that had hit the driver, there could've been a serious accident. So more free buses for out of catchment children and chaperones please.</p>
If you regularly drive your child to school, please tell us in your own words why this is often your preferred option.	<p>Parent 1: NA</p> <p>Parent 2: NA</p> <p>Parent 3: No other timely or affordable option. School is 10 minutes away from home and I'm currently on my way to work. Age of daughter. No bus routes available to my knowledge and no other car sharing options.</p> <p>Parent 4: NA</p>	<p>Parent 1: NA</p> <p>Parent 2: NA</p> <p>Parent 3: NA</p>

Note – No responses were received from parents at the Potton Federation of Schools or Cranfield CofE Academy.

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Dear resident,

Central Bedfordshire Council's Sustainable Communities Overview and Scrutiny Committee have commissioned a task force to review issues regarding car parking outside of schools and any problems residents may be experiencing within your area.

In light of this we would like to obtain your views and would very much appreciate your input into the attached **resident survey**, in order to help us determine the content of our recommendations.

At this stage the task force are gathering information rather than proposing immediate remedies but we hope the information will assist in providing long term solutions for new schools and potential expansions on existing school sites in particular.

Your Ward Members, Cllr Ken Matthews, Cllr Sue Clark and Cllr Robert Morris are fully aware of this evidence gathering exercise and would be more than happy to answer any questions you may have for them directly. They can be contacted at ken.matthews@centralbedfordshire.gov.uk
Sue.clark@centralbedfordshire.gov.uk or robert.morris@centralbedfordshire.gov.uk

Please return your survey to the freepost address below by the 14th December 2016 to:-

FREEPOST RSJS GBBZ SRZT, Consultations, Central Bedfordshire Council, Priory House, Monks Walk, Shefford, Bedfordshire, SG17 5TQ. **Alternatively if you wish to scan and email your response, please do so to:-** rebecca.preen@centralbedfordshire.gov.uk

The final report and task force recommendations will be submitted to the Sustainable Communities Overview and Scrutiny Committee on the 12th January 2017, to be held in the Council Chamber at Priory House and will also be accessible via the Council's website at www.centralbedfordshire.gov.uk

If you have any further queries regarding the survey or the content of this letter please contact Rebecca Preen on 0300 300 4193 or rebecca.preen@centralbedfordshire.gov.uk

The evidence we receive from you will be vital in helping the Council shape future policies and will add value to the recommendations the task force make in relation to this issue, so we thank you in advance for your time in assisting us with this exercise and very much look forward to hearing from you by the 14th December.

Yours faithfully

Cllr Ken Matthews

Chairman of the Task Force

Central Bedfordshire Council

Priory House

Monks Walk

Shefford

Bedfordshire

SG17 5TQ



School Parking Questionnaire



Central Bedfordshire Council's Sustainable Communities Overview and Scrutiny Committee have recently commissioned a Member and Officer Task Force to undertake a review of parking outside of schools in order to understand and tackle problems schools, parents and the wider community may experience.

At this stage we are undertaking an evidence gathering exercise and to support the collation of data we're asking residents to provide information, using the framework below. Please could we ask that the survey is completed and the details submitted back to the Council no later than 14th December 2016, after which we will analyse the detail and use it to help shape recommendations going forward.

Our current focus is on shaping future policy for school expansions and new builds which we hope will minimise future problems residents may currently experience.

Name:

Street:

Q1 Are you aware of any ongoing problems with parking in the vicinity of the school in your area?

- Yes
- No

Q2 What is the name of the school in your area?

Q3 What is your approximate distance to the school?

Q4 Are you aware of any of the following parking problems outside or inside school? (Tick all applicable)

- Blocked resident driveways at school drop off and pick up times
- Safety issues connected with parking (please provide further details)
- Narrow roads or pathways outside of the school
- Other

If other, please state:

Q5 Have you approached any of the following with concerns you may have?

- School
- Parish Council
- Local Ward Member
- Central Bedfordshire Council
- Police
- Other

If other, please state:

Q6 Do you feel there are any measures that have or could be taken by the school, parents, residents or other public bodies to help minimise current problems you may be experiencing?

**Please return your completed form to:
FREEPOST RSJS GBBZ SRZT (you do not need a stamp)
Consultations
Central Bedfordshire Council
Priory House, Monks Walk
Chicksands, Shefford
SG17 5TQ**

Data Protection Act 1998

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Listed below is a table relating to residents who responded to the survey, detailing current problems experienced in relation to parking outside of schools and the action they would like to see taken to remedy the situation.

Issue	Percentage of residents who cited this as a problem (Church End Lower School, Marston Moretaine)	Percentage of residents who cited this as a problem (Cranfield CofE Academy)	Percentage of residents who cited this as a problem (Arnold Academy, Barton-le-Clay)	Percentage of residents who cited this as a problem (The Potton Federation)
Blocked resident driveways at school drop off and pick up times	75%	100%	54%	72%
Safety issues connected with parking	67%	100%	63%	45%
Poor parking	58%	100%	27%	27%
Narrow roads or pathways outside of the school	50%	50%	45%	27%
Speeding	17%	NA	18%	9%
Damage to property	8%	NA	NA	NA
Concerns regarding impact of parking restrictions on residents	NA	NA	9%	NA
Action:	Percentage of residents who requested action detailed below (Church End Lower School, Marston Moretaine)	Percentage of residents who requested action detailed below (Cranfield CofE Academy)	Percentage of residents who requested action detailed below (Arnold Academy, Barton-le-Clay)	Percentage of residents who requested action detailed below (The Potton Federation)

Increased enforcement measures and action	33%	50%	9%	54%
To increase designated school parking places	33%	NA	9%	9%
To encourage walking to school	17%	50%	9%	63%
To introduce signage (parking restrictions)	8%	NA	NA	NA
To encourage the use of community parking facilities (ie village hall car park)	8%	NA	NA	NA
Regular reminders sent to parents regarding responsible parking	8%	NA	NA	9%
Designated school staff monitoring parking outside of schools	8%	NA	NA	NA
To introduce parking zones	NA	NA	36%	NA
To introduce park and stride/more school buses	NA	NA	9%	NA
To introduce traffic calming measures	NA	50%	9%	NA
To design schools with rear access only, preventing parking at the front	NA	NA	NA	9%
To introduce safety measures	NA	NA	NA	9%

How ever you take your child to school it can sometimes be a stressful and chaotic journey.

This leaflet provides advice on how you can help to reduce the stress and in turn make the area around schools a safer place at drop off and pick up times.

Parking dangerously or inconsiderately around schools at drop off and pick up times, not only endangers other road users (particularly pedestrians crossing the road), it can create stress for all concerned.

**Dont create a problem...
...be part of the solution!**



Finding Out More

-  Road Safety Team
Bedford Borough Council
Borough Hall
Bedford MK42 9AP
-  01234 228336
-  road.safety@bedford.gov.uk
-  www.bedford.gov.uk

Safer Parking at the School Gate



What can **you do** to help
keep everyone safe around
the school gates?

How you can do your bit to make it safer outside school?



You can help by...

- ✓ Keeping your speed low
- ✓ Always letting your child out of your vehicle on to the pavement - never on to the road
- ✓ Checking for pedestrians and cyclists before you or your child open the car door
- ✓ Always stopping for the school crossing patrol
- ✓ Setting a good example to your child
- ✓ Parking further away from the school to reduce the congestion



Please don't...

- ✗ Block the road - emergency vehicles and other traffic may need access
- ✗ Park on yellow lines, zig-zags or block the school entrance
- ✗ Park on the pavement, across dropped kerbs or residents' driveways
- ✗ Park opposite or within 10 metres of a junction
- ✗ Park where you will cause inconvenience to other road users
- ✗ Leave your vehicle with the engine still running
- ✗ Stop in the middle of the road to drop your child off, even for a few seconds.

All the above can result in a penalty charge notice being issued



Have you thought about...

- ! The health benefits of walking or cycling one (or more) days a week?
- ! Setting up a walking bus with other parents and the school?
- ! Car sharing?
- ! Using public transport?
- ! Parking nearby and then walking the rest of the way?

These changes make a real difference to the congestion around schools, making the school run less stressful and far safer for everyone. Not only that but **they will help your child's education**. Research has shown that children who walk or cycle to school are more receptive to learning at the start of the school day than those who travel to school by car.