

Appendix B



TRAVEL PLAN

For

The John Locke Academy Primary School

At

THE FORMER RAF UXBRIDGE AIR BASE

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1 Introduction

- 1.1 This School Travel Plan (STP) has been produced in accordance with condition 6 of planning permission reference 585/APP/2012/2903 for the construction of a new 3 Form of Entry (3FE) primary school, known as the John Locke Academy, located along St Andrews Road, at the former RAF Uxbridge Air Base, Hillingdon.
- 1.2 Development at the former RAF Air Base has recently been granted planning consent for the provision of approximately 1400 residential dwellings, retail, office and leisure facilities, alongside the provision of a hotel and theatre complex.
- 1.3 As part of the redevelopment, a new primary school will be constructed, providing for a total of 720 pupils at the site, which will be occupied September 2014.
- 1.4 Therefore, this document will form an outline School Travel Plan that will identify the measures and initiatives that will be implemented to reduce travel by private car in accordance with the extant planning consent. This requires;

"Prior to the occupation of the development hereby approved, a School Travel Plan shall be submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall include as a minimum:

- i) Main Objectives for the School Travel Plan, including targets to assess if the objective have been achieved;*
- ii) Measures to reduce car dependency in line with the allocated car parking spaces at the site;*
- iii) How the use of public transport, walking and cycling will be increased;*
- iv) How road safety and personal security will be increased.*

Thereafter, the travel plan shall be implemented in strict accordance with the approved details for as long as the development remains in existence."¹

¹ Condition 6.

- 1.5 The details within this document have been based on the information provided within the Transport Assessment (TA) submitted in support of the extant planning permission.
- 1.6 It is intended that the initiatives identified within this Travel Plan will be developed and implemented by the school upon first occupation. As the number of staff and pupils increase, the Travel Plan will be reviewed and further developed.
- 1.7 It is intended that the first review of the document will be undertaken 12 months after first occupation, which will include site specific travel surveys relating to staff and pupils.

2 Background

- 2.1 Planning permission was granted in February 2013 for the construction of a new 3FE primary school on land located along St Andrews Road, within the former RAF Air Base, Uxbridge.
- 2.2 The primary school will accommodate up to 720 pupils including 90 nursery pupils (split over two sessions) and approximately 60 members of staff.
- 2.3 As part of the development proposals, 40 car parking spaces will be provided within the boundary of the site for the use of staff and visitors. In addition, a drop off/pick up area will be provided that will accommodate 48 short stay parking bays.
- 2.4 Cycle parking will be provided within the site for 40 cycles, (20 cycle stands), which will be allocated for the use of staff, visitors and pupils.
- 2.5 Vehicle and pedestrian access to the school will be provided from St Andrews Road, which will connect the proposed estate roads within the site.
- 2.6 The highway adjacent to the school (St Andrews Road) will be designed as a 20 mph zone and will include the provision of raised tables and surface treatment. In addition, uncontrolled pedestrian crossing facilities (zebra crossing) will be provided immediately adjacent to the school.
- 2.7 Parking along the highway adjacent to the school will be prohibited with the provision of Traffic Regulatory Orders including "School Keep Clear" road markings.
- 2.8 The first intake of pupils at the school will commence in September 2014, which will include 90 primary and 45 nursery pupils. It is expected that the annual intake of pupils will continue proportionally until full occupation is reached in 2020.

3 Accessibility

Location

- 3.1 The John Locke Academy is located along St Andrews Road, within the Ward of Uxbridge North, Hillingdon.
- 3.2 To the north, the site is bounded by residential dwellings and a Territorial Army Centre located along Honey Croft Hill. To the south and west, the site is bounded by St Andrews Road and to the east, by the River Pinn.
- 3.3 Vehicle and pedestrian access to the school will be provided directly from St Andrews Road along the western boundary of the site, with a separate access provided to serve the drop off/pick up facility.

Local Highway

- 3.4 As part of the overall development of the former RAF base, pedestrian footways will be provided along all access roads to and within the site, which will include the provision of street lighting.
- 3.5 St Andrews Road will connect to the existing Chippendale Waye Roundabout to the west of the site, which will provide a direct link to the wider highway network.
- 3.6 The existing highway network adjacent to the site provides good quality pedestrian links with lit foot paths, pedestrian crossing and underpasses (lit). Furthermore, the site is located within walking distance of all local amenities.

Cycles

- 3.7 There are no National or London cycle network routes within the immediate area of the site. However, the highway network to the north and east along Honey Croft Hill and Honey Hill/Vine Lane are identified as “quiet roads” that have been recommended for cycle use in Transport for London’s, Local Cycle Guide No. 6.

- 3.8 In addition, it is noted that there are off-road cycle routes to the south, along Uxbridge Road, that provide good cycle links.

Public Transport

- 3.9 Public transport facilities are located along Park Road, Hillingdon Road and High Street, which are within the recommended walking distances as stated by Transport for London. Facilities at these locations include the provision of bus stops, shelters and bus cages.
- 3.10 In addition, it is noted that Hillingdon Bus and Rail stations are located to the west of the school within Uxbridge Town Centre. However, these are just beyond the recommended walking distances as stated by Transport for London.
- 3.11 When reviewing relevant bus services, services U1, U3, U4, A10, 427 and the 607 operate along Hillingdon Road and Park Road, adjacent to the site. Service U1 provides a link between West Drayton and Ruislip via Uxbridge. Services U3 and A10 provides a link between Uxbridge Station and Heathrow and the U4 between Uxbridge Bus Station and Stockley Park via Hayes Town Centre and Hillingdon Hospital. Service 427 operates between Uxbridge Bus Station and Acton via Southall and the 607 between Uxbridge Bus Station and White City via Hayes and Ealing. All services are operated at a frequency of between 8 and 15 minute intervals.
- 3.12 When assessing the Public Transport Accessibility Level (PTAL) index within the area, this varies between 1a and 2, which is classified as between very poor and poor. However, the bus stops located along Park Road, Hillingdon Road and High Street are within the recommended walking distances as stated by Transport for London and the destinations and frequency of services are appropriate to serve the school.
- 3.13 Notwithstanding the PTAL index within the local area, it is noted that the redevelopment of the site will increase accessibility associated with the provision of public transport facilities, which is likely to change in favour of the development as each phase is completed.

4 Travel Plan Objectives and Initiatives.

Objectives

- 4.1 This Travel Plan is intended to identify a package of measures tailored to this site and is aimed at a co-ordinated strategy that emphasises the need to reduce the reliance on private car use and increase travel choices for pupils, staff and visitors to the school.
- 4.2 As the John Locke Academy is not currently operational, it is not possible to establish existing travel patterns in relation to pupils and staff that will attend the site.
- 4.3 Therefore, this Travel Plan represents an outline framework, which will form the bases of a package of measures to be implemented in relation to the proposed school. The aims and objectives of the Travel Plan will focus on:
 - Road safety education for pupils including by walking and cycling,
 - Reducing the demand for short stay car parking from the dropping off/picking up of pupils,
 - Managing the demand for short and long stay parking,
 - Promotion of walking, cycling and the use public transport.

Initiatives

Travel Plan Coordinator:

- 4.4 A Travel Plan Coordinator (TPC) will be appointed by the school who will take responsibility for the implementation of identified initiatives and measures in order to promote sustainable means of travel by pupils, staff and visitors to the site.
- 4.5 The TPC will work with School Travel Plan officers at the London Borough of Hillingdon to form a Travel Working Group, which will focus on reducing

car usage while encouraging walking, cycling, the use of public transport and car sharing as a means of travel.

- 4.6 In order to achieve the requirements of the travel plan, an action plan will be produced, which will be kept up to date by the TPC. The action plan will identify:

- Key objectives,
- Specific targets, and;
- Identification of SMART targets -

Specific – they say exactly what you mean

Measurable – you can prove that you've reached them

Achievable – you can reach them over a set period of time

Realistic – they are an action you can take

Timed – they have dead lines

- 4.7 In order to measure and maintain the success of the travel plan, regular travel pattern surveys will be undertaken to monitor the mode share in relation to pupils and staff.
- 4.8 The results of the surveys will enable specific measures to be developed in order that the travel plan can be update with meaningful targets and objectives.
- 4.9 In order to achieve the objectives of the Travel Plan, the measures below will be employed.

Travel Pack:

- 4.10 A Travel Pack will be produced and issued to parents/guardians when a child first attends the school and will be available on the schools website, in order to promote sustainable modes of travel.
- 4.11 The Travel Pack will detail options for sustainable travel and will demonstrate the benefits associated with travelling by non car modes. Travel information will be provided within the pack, which will include details relating to walking, cycling and car sharing initiatives programmed by the school, alongside accessibility to public transport, including timetables.

- 4.12 The Travel Pack will be updated annually following a review of the STP and will include new measures or initiatives (if required) alongside updated travel information.

Car Sharing Club:

- 4.13 In order to support and achieve a reduction in vehicle trips, car sharing by pupils and staff will be promoted with the provision of car sharing database, which will be made available by the school.
- 4.14 The aim of the car sharing club will be to reduce vehicle use by increasing vehicle occupancy. The car sharing initiative will also be supported by a Car Parking Management Scheme, with priority car parking provided for staff who car share.
- 4.15 The target reduction of vehicle trips will be set when the specific mode share of pupils and staff have been identified through travel surveys.

Walking Bus/Kiss and Drop Service:

- 4.16 Walking will be promoted with the provision of a “Walking Bus/Kiss and Drop” service that will be operated daily. The initiative will be promoted through the Travel Pack and via the schools web site.
- 4.17 The “Walking Bus/Kiss and Drop” service will be operated by appropriate adults who will meet children at designated locations at specific times within the surrounding area. Children will then be walked to the school under supervision. For the return journey, children will meet at muster points within the school and be walked to their original meeting points, where they will be met by parents or guardians.
- 4.18 Demand for this initiative will be identified through future annual travel surveys at the school, which will form part of the STP review process.

Cycling:

- 4.19 A cycle club will be set up and operated by the school in order to promote sustainable travel and healthier lifestyles amongst pupils, staff and visitors. The cycle club will operate in association with national schemes such as

“Bikability” training and the “Bike It” schools programme, which will include cycle training.

- 4.20 In addition, cycling will be promoted through the Travel Pack and via the schools web site, which will include links to the Transport for London web site in order to provide cycle maps and information in relation to specific cycle routes.
- 4.21 When considering the availability of cycle parking for pupils and staff at the school, this will be reviewed annually as part of the monitoring process undertaken in relation the travel plan and if required, the number of cycle parking spaces within the site will be increased in line with demand.

Breakfast Club/After School Club:

- 4.22 Breakfast and After School Clubs will be operated by the school that will enable spreading of the peak periods associated with the arrival and departure of pupils and in turn, spreading of the demand for car parking.
- 4.23 The Breakfast and After School Clubs will assist in preventing congestion and reducing the peak parking demand associated with the dropping off of pupils.

Road Safety:

- 4.24 The school will engage in a number of road safety initiatives, including the provision of cycle training, practical pedestrian training and will host theatre productions that deliver short plays relating to road safety. In addition, pupils will be encouraged to become “Junior Road Safety Officers” who will then participate in road safety initiatives within the school. These initiatives will be reviewed as part of the monitoring process undertaken in relation the STP and additional initiatives developed and implemented as required.
- 4.25 The Road Safety initiatives that will be implemented by the school will be operated alongside other schemes including “Walk on Wednesdays” and the national “Walk to School” month/week, which further promote sustainable means of travel.

- 4.26 In addition, it is noted that the adjacent highway along St Andrews Road will be designated as a 20 mph zone and will include speed reducing features including raised tables and surface treatment.
- 4.27 In addition, a controlled pedestrian crossings (zebra crossings) will be provided adjacent to the school along St Andrews Road.

Car Parking Management:

- 4.28 A Management Plan will be implemented in relation to the on-site staff car park, which will introduce a permit system, whereby permits are issued on a daily or weekly basis to staff in order to encourage travel by non-car modes and increase car sharing. Priority will be given to disabled drivers and staff who are in regular car sharing arrangements, which will allow a high proportion of staff who car share to have guaranteed parking within the site.

Drop Off and Pick Up Area:

- 4.29 As part of the development, a drop off/pick up facility will be provided within the site, which will assist in reducing the demand for short stay parking and congestion along the adjacent highway.
- 4.30 In order to ensure the effective operation of the facility, appointed school wardens/marshals will supervise vehicle activity in the morning and afternoon peak periods to discourage inappropriate parking, poor driver behavior and to reduce the length of time that vehicles are parked. This will be operated on a rotor basis by volunteer staff.

Review:

- 4.31 As part of a review mechanism, annual travel surveys will be undertaken in relation to staff and pupils, which will provide a baseline for deciding future initiatives and the monitoring of existing initiatives. The School Travel Working Group will meet regularly to review and consider the operation of the STP.
- 4.32 Once the STP has been reviewed an action plan will be produced for the forthcoming year, which will be kept up to date and will identify:

- Specific additional objectives,
- Specific additional targets.

4.33 Table 4.1 below provides a summary of the initiatives that will be implemented within the existing STP.

Table 4.1. Summary of Travel Plan initiatives

Measures		Objective	Responsible Person(s)	Timescale
1	Travel Pack	To provide travel information, raise awareness of STP initiatives and to support sustainable modes of travel to and from the school.	School Staff/LBH	September 2014
2	Car Sharing Club/Database	To promote car sharing and increase vehicle occupancy in order to reduce vehicle use.	School Staff/LBH	September 2014
3	Walking	To promote healthier life styles and to reduce vehicle use.	Road Safety Officer LBH/School staff	September 2014
4	Cycling	To promote healthier life styles and to reduce vehicle use.	Road Safety Officer LBH/School staff	September 2014
5	Provision of Breakfast/After School Clubs	To assist in reducing congestion and the peak parking demand associated with the dropping off of pupils.	School Staff	September 2014
6	Promotion of Road Safety	To increase road safety awareness and to promote walking and cycling.	Road Safety Officer LBH/School staff	September 2014
7	Car park Management Plan	To promote car sharing	School Staff	September 2014
8	Travel pattern surveys.	To provide travel patterns for monitoring purposes, to set targets for reducing the use of cars and to assist in developing future initiatives.	School Staff/LBH	12 months after first occupation by pupils and thereafter annually
9	STP review	To establish the success of existing TP measures and provide additional measures if required.	School Staff/LBH	Annually

5 Summary

- 5.1 This School Travel Plan has been produced in accordance with the requirements of condition 6 of planning permission reference 585/APP/2012/2903 for the construction of a new 3 FE primary school, located along located along St Andrews Road, within the former RAF Uxbridge air base, Hillingdon
- 5.2 The Travel Plan Initiatives that will be implemented include the provision of a Travel Pack for parents and pupils, a car sharing club/database, the promotion of walking and cycling and the provision of Breakfast and After School Clubs.
- 5.3 A review of the School Travel Plan will be undertaken annually, which will include travel surveys in relation to staff and pupils, in order to provide a baseline for future initiatives and monitoring purposes. Once the document has been reviewed, an action plan will be produced for the forthcoming year.