

Ramsgate Free School

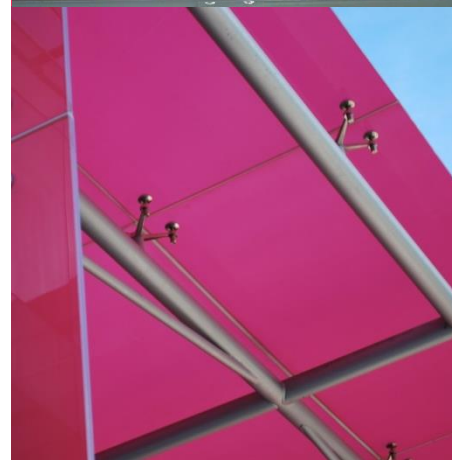
Interim Travel Plan

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1.0 Introduction

1.1 Background

- 1.1.1 Curtins have been appointed on behalf of Ramsgate Free School to provide traffic and transportation advice in relation to the proposed redevelopment of an existing industrial facility to deliver a new primary education school on land off Newington Road in Ramsgate, Kent.
- 1.1.2 Ramsgate Free School is currently temporarily located within Chilton Primary School, and will operate here for one full academic year from September 2015 until July 2016.
- 1.1.3 The new site would comprise the proposed free school with 2,081m² gross internal floor area (GIFA) to be used as teaching space, as well as soft and hard play areas, a multi-use games area and car parking provision with 27 parking spaces (including 2 disabled bays) and 40 drop off spaces.
- 1.1.4 **Plan TPMA1444_001** illustrates the location of the site in relation to the surrounding areas, and **Plan TPMA444_002** shows the site in a more local context relating to the local highway network.

1.2 What is a Travel Plan?

- 1.2.1 A Travel Plan (TP) is defined by the Department for Transport (DfT) and by the Department for Communities and Local Government (DCLG) as:

“A long-term management strategy for an occupier or site that seeks to deliver sustainable transport objectives through positive action and is articulated in a document that is regularly reviewed.”

Source: *National Planning Policy Framework*, DCLG, 2012.

- 1.2.2 In essence, a TP is intended to encourage people to choose alternative transport modes over single occupancy car use and, where possible, reduce the need to travel at all. Such a plan should include a range of measures designed to achieve this goal.
- 1.2.3 Kent County Council promote Travel Plans for Schools in connection with Jambusters, defining a School Travel Plan as a document which sets out how a school will promote safer, active and sustainable travel to school,
- 1.2.4 The main emphasis is on reducing the number of children being driven to and from school, which could help the following:
 - Reduce the number of car journeys to the school;
 - Establish positive active journeys to school;
 - Improve both mental and physical health through physical activity;

- Promote independence and improve safety awareness;
- Reduce the environmental impact of the journey to school.

1.3 Document Purpose

- 1.3.1 This Interim Travel Plan (ITP) is intended to be read alongside the accompanying Transport Assessment (TA), **Ref: TPMA1444/TA**, prepared in support of the development proposals.
- 1.3.2 An ITP is the first stage of the Travel Plan process and is often prepared during the planning stage prior to the construction of the development. It includes a list of potential measures that could be implemented to affect modal choice, and a management strategy for producing a full Travel Plan in the future.
- 1.3.3 It is envisaged that, following KCC guidance, that the School should be involved in the future development of the Travel Plan, with children, staff, parents, governors and the wider community all to contribute.
- 1.3.4 The School can do this by registering on Kent's Travel Plans for Schools website, which offers free help and support.

1.4 Document Structure

- 1.4.1 Following this introductory section, **Section 2** of the report provides background information on the benefits which can be derived from a successful Travel Plan. It also sets out key aims and objectives for the Travel Plan process.
- 1.4.2 **Section 3** describes the existing situation and surrounding area, including the local highway layout.
- 1.4.3 **Section 4** assesses the accessibility of the site by various means of sustainable modes of travel including public transport, walking and cycling.
- 1.4.4 **Section 5** outlines various initiatives that will be considered to encourage a modal shift from single occupancy car travel and towards sustainable modes of travel for future staff, pupils and visitors.
- 1.4.5 **Section 6** provides details on the monitoring and review process, responsibility and management of the document, and the appointment of a Travel Plan Coordinator (TPC) as the Travel Plan process progresses.
- 1.4.6 **Section 7** concludes the report by providing an Action Plan which summarises the document and the next steps.

2.0 Travel Plan Benefits

2.1 Introduction

2.1.1 The benefits from a TP can be loosely categorised under three main headings:

- Health Benefits;
- Environmental Benefits; and
- Financial Benefits.

2.1.2 This section explores just some of the improvements which can be made to the Ramsgate Free School during a successful Travel Planning process.

2.2 Health Benefits

2.2.1 A reduction in polluting vehicles on the roads surrounding the site will mean better air quality throughout the area. There are also well documented health benefits associated with active travel, yet activity levels are generally low across the UK:

“Physical activity levels are low in the UK: only 40% of men and 28% of women meet the minimum recommendations for physical activity in adults.”

Source: *Health Survey for England: CVD and Risk Factors for Adults, Obesity and Risk Factors for Children*, DoH, 2008.

2.2.2 Regular moderate physical activity (including walking and cycling), can help prevent and reduce the risk of cardiovascular disease, cancer, obesity, diabetes, stroke, mental health problems, high blood pressure, and musculoskeletal problems.

2.3 Environmental Benefits

2.3.1 Climate change is a global issue that affects all nations. The British Government has pledged to play its part in reducing emissions which are harmful to the earth by setting carbon reduction targets:

“It is the duty of the Secretary of State to ensure that the net UK carbon account for the year 2050 is at least 80% lower than the 1990 baseline.”

Source: *Climate Change Act 2008*, Chapter 27, Part 1, 2008.

2.3.2 Encouraging people to make smarter choices in the way they travel can drastically reduce the impact that a particular development or organisation makes on the environment.

2.4 Financial Benefits

- 2.4.1 Although secondary to health and environmental benefits, there are also financial benefits to be gained from increasing active travel rates:

“The cost of physical inactivity in England – including direct costs of treatment for the major lifestyle-related diseases, and the indirect costs caused through sickness absence – has been estimated at £8.2 billion a year.”

Source: At Least Five a Week: Evidence on the Impact of Physical Activity, DoH, 2004.

- 2.4.2 Individuals can also benefit financially from travelling to and from a site with a TP in place due to the improved range of transport options available, some of which may be more cost-effective than car travel. In some circumstances, TP measures can remove an individual's need for a car (or their household's need for a second car), removing the capital and on-going cost of car ownership.
- 2.4.3 An effective TP can help encourage staff, pupils and visitors to lessen their environmental impact by reducing emissions from transport, lead a healthier and more active lifestyle, and reduce financial wastage.

2.5 Mutual Benefits

- 2.5.1 As demonstrated, there are multiple reasons as to why TPs are important to modern society. The initiatives in this TP will have a positive effect on the future staff, pupils and visitors of the proposed development. They must be communicated correctly:

“It is important that the outcomes sought from the travel plan can be seen as a benefit to all parties, e.g. the developer, occupiers and site users, the community and the local authority. Such benefits can help in gaining widespread commitment.”

Source: Good Practice Guidelines: Delivering Travel Plans through the Planning Process, DfH, 2009.

2.6 Travel Plan Aims

- 2.6.1 This TP aims to achieve the following benefits:

- Healthier and happier staff, pupils and parents/guardians of the school;
- A reduction in financial wastage for all users of the proposed development; and
- Increased accessibility to the school staff, pupils, parents/guardians and visitors.

3.0 Site Location and Highway Layout

3.1 Site Location

- 3.1.1 The site is located in the north of Ramsgate, within a predominantly built-up residential area, approximately 1.9km from the town centre.
- 3.1.2 It is approximately 1km from Ramsgate Train Station, and in close proximity to all catchment areas for the proposed primary school, near the residential districts of Nethercourt, Northwood, Pegwell and Newington.
- 3.1.3 Furthermore, it has been established that there is 10,211 dwellings within a 2,000m walking catchment area of the proposed redevelopment.
- 3.1.4 The development is situated at a site with previous uses of warehousing with associated offices, loading facilities and parking. It is bound by Newington Road to the east, Windmill Walk to the north, Bush Avenue and residential dwellings to the south, and Melbourne Avenue to the west.
- 3.1.5 **Plan TPMA1444_001** illustrates the location of the site in relation to the surrounding areas, and **Plan TPMA1444_002** shows the site in a more local context relating to the local highway network.

3.2 Existing Operations

- 3.2.1 The site is currently unoccupied, with the existing premises vacant.

3.3 Existing Access Arrangements

Existing Vehicular Access

- 3.3.1 The site has three existing vehicular access/egress points, which previously provided access to various premises on the site.
- 3.3.2 The central access point is in excess of 20m wide, which would have been suited to the various HGV movements associated with the previous usage.
- 3.3.3 There is historical car parking at the front of the site, allowing for up to 70 vehicles.

Existing Pedestrian and Cycle Access

- 3.3.4 Pedestrians would formally access the site via the same vehicular entrances. It is envisaged cyclists also access the site via the same entrance.
- 3.3.5 There is good pedestrian infrastructure around the site, with lit footways are present and are approximately 3m wide, and a zebra crossing to the south of the site access points.

- 3.3.6 There are many informal pedestrian access points along the footway of Newington Road, with a dropped kerb that abuts the western site perimeter and the highway.

3.4 Surrounding Highway Network

B2014 Newington Road

- 3.4.1 The B2014 Newington Road extends along a north-south alignment to the north of the site and is approximately 1.8km in length. In the vicinity of the site, Newington Road is a single lane, two-way carriageway with a width of approximately 7m.
- 3.4.2 Newington Road is subject to a speed limit of 30mph throughout, and commences in the north at a priority junction with the A254 Margate Road, and continues until the roundabout junction with the A255 High Street in the south.
- 3.4.3 In the vicinity of the site, there are pedestrian crossing facilities complete with dropped kerbs, tactile paving and limited pedestrian guard rails. There are footways on both sides of the carriageway which range between approximately 2.5m to 3m in width. The road is lit with street lighting.

Bush Avenue

- 3.4.4 South of the current site entrance, Bush Avenue extends along an east-west alignment and is approximately 230m in length. In the vicinity of the site, the road is a single lane two way carriageway with a width of approximately 6m.
- 3.4.5 Bush Avenue is primarily a residential road, and is subject to a speed limit of 20mph. The road benefits from traffic calming measures with speed bumps located at regular intervals on both sides of the carriageway.
- 3.4.6 Pedestrian infrastructure on Bush Avenue includes footpaths located on either side of the road which are approximately 2.5m in width and bus stops on both sides of the carriageway on approach to the Newington Road junction.

Windmill Walk

- 3.4.7 Windmill Walk is a short residential road located to the north of the proposed site. It runs on an east-west alignment from a priority junction with Newington Road. The carriageway forms a single lane in each direction, for around 70m, with footways on both sides of the road which are approximately 2m wide.
- 3.4.8 Windmill Walk is a residential street, and it is subject to a 20mph speed limit.

3.5 Highway Safety

- 3.5.1 An assessment of Personal Injury Accident (PIA) data from the most recent three year period has been undertaken (01/07/2012 to 30/06/2015).
- 3.5.2 This data was requested from Kent County Council for the highway network surrounding the site. A summary of the data by junction or link is included in **Table 3.1**:

Junction/Link	Severity			Total
	Slight	Serious	Fatal	
Newington Rd/Stirling Way/Allenby Rd Junction	4	0	0	4
Newington Rd/Chichester Rd Junction	0	1	0	1
Newington Rd/Granville Ave Junction	2	0	0	2
Newington Rd adjacent to Site Access	0	0	0	0
Newington Rd/Bush Ave/King's Ave Junction	4	0	0	4
Newington Rd/Queen's Ave Junction	3	0	0	3
Newington Rd between Beaufort Ave and Whitehall Rd	1	0	0	1
Newington Rd/Whitehall Rd Junction	3	0	0	2
Bush Ave/Bursill Crescent Junction	2	0	0	2
Melbourne Avenue	1	0	0	1
Total	20	1	0	21

Table 3.1 – Personal Injury Accident Data Summary

- 3.5.3 The records show that since July 2012, there have been 21 recorded collisions in the vicinity of the site. These comprise 20 slight accidents and one serious accident. No fatal accidents were recorded across the study area and period.
- 3.5.4 The records suggest that the serious accident occurred when a vehicle passed a parked car along Newington Road, at the junction with Chichester Road. At the same time, a child ran out behind the parked vehicle into the path of the oncoming vehicle causing the child to be hit.
- 3.5.5 Upon analysis of the factors included in the PIA report, it is not considered that highway layout or condition was likely to be a contributory factor to the incident. It also took place at 17:39, outside of the associated school hours where children going to/from Ramsgate Free School will not be utilising the footways.
- 3.5.6 An incident was recorded on 09/12/2013, where a driver lost control of the vehicle and subsequently hit a lamppost, garden wall and into the house. This was deemed to be a slight incident, due to the driver being arrested for being under the influence of drugs/alcohol.

-
- 3.5.7 The majority of slight incidents recorded are due to driver error, and again it is not considered that highway layout and/or condition was likely to contributory factors in the incidents.
- 3.5.8 Following a detailed review of the accident records, it is evident that there are no common factors which would suggest an existing safety concern that would be exacerbated by the redevelopment scheme.

4.0 Accessibility by Sustainable Modes of Travel

4.1 Introduction

- 4.1.1 A key element of national, regional and local policy is to ensure that new developments are located in areas where alternative modes of travel are available. It is important to ensure that developments are not isolated but are located close to complementary land uses. This supports the aims of integrating planning and transport, providing more sustainable transport choices, and reducing overall travel and car use.
- 4.1.2 The accessibility of the proposed development is considered in this context for the following modes of travel:
- Pedestrian Accessibility;
 - Accessibility by Cycle; and
 - Accessibility by Public Transport.

4.2 TRACC Analysis

- 4.2.1 Accessibility of the site has been undertaken using the TRACC Software. TRACC is the leading multi-modal transport accessibility tool which was developed in conjunction with the Department for Transport (DfT), local authorities and transport planners.
- 4.2.2 It is designed to quickly and accurately calculate travel time using a multitude of public transport and road travel modes to give accurate journey times from many origins to many destinations in one calculation. The software covers a full range of transport modes including walking, cycling, driving and public transport.
- 4.2.3 TRACC analysis has been undertaken to establish the pedestrian, public transport and cycle accessibility of Ramsgate Free School and demonstrate the connectivity of the site to adjacent areas through the use of these modes of transport.

4.3 Pedestrian Accessibility

- 4.3.1 Research has indicated that acceptable walking distances depend on a number of factors, including the quality of the development, the type of amenity offered, the surrounding area, and other local facilities.
- 4.3.2 The Chartered Institution of Highways and Transportation (CIHT) document entitled 'Providing for Journeys on Foot' suggests walking distances which are relevant to this Interim Travel Plan. These are reproduced in **Table 4.1** below.

CIHT Category	Town Centres (m)	Commuting/School/ Sightseeing (m)	Elsewhere (m)
Desirable	200	500	400
Acceptable	400	1,000	800
Preferred Maximum	800	2,000	1,200

Table 4.1 – CIHT Recommended Walking Distances

4.3.3 To assist in summarising the accessibility of the site by foot, an indicative pedestrian catchment plan has been produced. **Figure 1** shows distances of 500m, 1,000m and 2,000m which are termed 'Desirable', 'Acceptable' and the 'Preferred Maximum' by the CIHT for school trips.

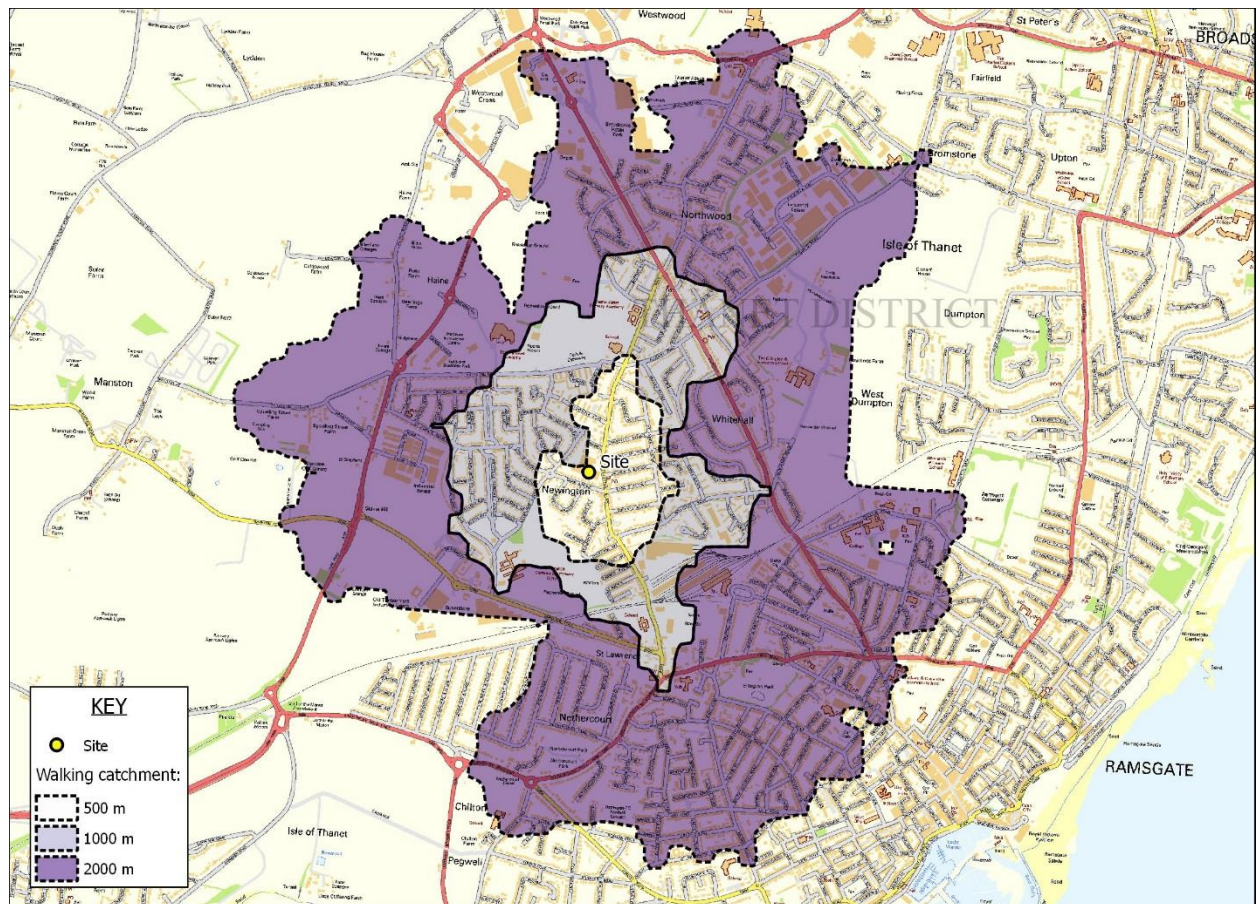


Figure 1 – Pedestrian Catchment Plan for Ramsgate Free School

4.3.4 As the site is located with a large area of residential properties, within approximately 500m 'desirable walking distance', there are many potential homes for users of the site to travel from, for example along Newington Road, Bush Ave, Melbourne Ave and Windmill Walk. There are also further surrounding roads from which users of the site could commute from within 500m of the proposed development.

4.3.5 **Figure 2** below illustrates the amount of dwellings within the desirable, acceptable and preferred maximum walking distances.

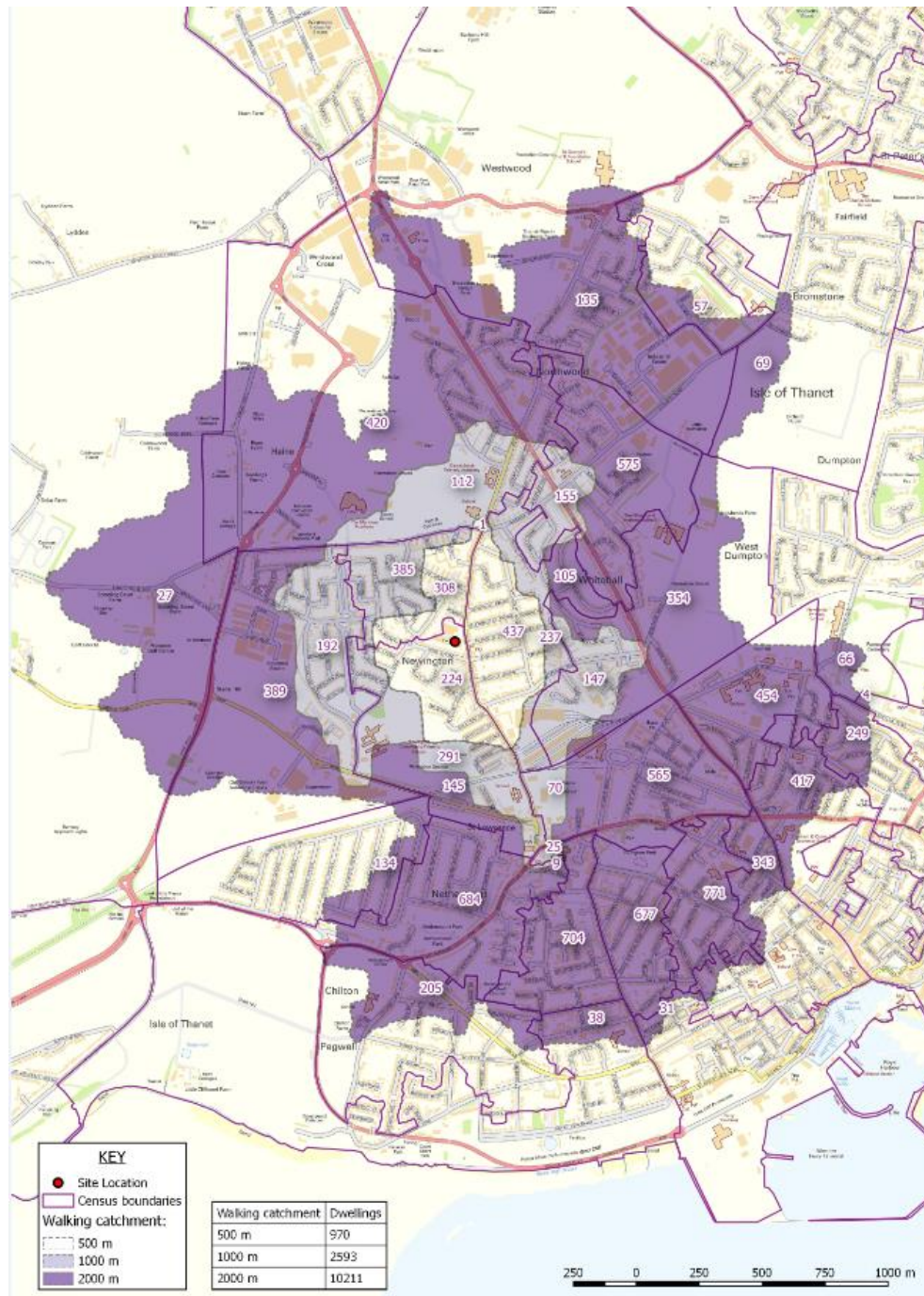


Figure 2 – Dwellings located within the walking catchment for the proposed Free School.

4.3.6 The plan shows that the school's catchment area has an abundance of dwellings to provide potential pupils, which will in turn promote pupils to walk to the site, and have less reliance on car travel to school.

- 4.3.7 Within 500m of the site, there are 970 houses, whilst at a 1,000m walking catchment, there are 2,593 dwellings which pupils may walk to/from.
- 4.3.8 At a 2,000m walking catchment, there is a total of 10,211 dwellings located in areas such as Newington, Northwood and Nethercourt Park.
- 4.3.9 There are also a number of facilities located within 'desirable' walking distance, with approximately 50m east of the site there is a post office and 70m south there are multiple food retail outlets and a convenience store is located just off Newington Road. A small Co-Operative supermarket is located just further south approximately 100m south.
- 4.3.10 Approximately 200m south of the site there are further food retail outlets and a convenience store.
- 4.3.11 Within 1,000m 'acceptable walking distance' there is a number of recreational grounds and parks within the vicinity, for example Warre Recreational Ground, 900m south of the site.
- 4.3.12 There are also multiple food retail, convenience and general stores located within St Lawrence, including a large supermarket off Marston Road.
- 4.3.13 Approximately 1,800m south east of the site there is Ramsgate Sports Centre which the users of the site could commute to on foot.

4.4 Accessibility by Cycle

- 4.4.1 In order to assist in assessing the accessibility of the site by cycle, **Figure 3** below presents an 8km cycle catchment for the site.
- 4.4.2 The 8km cycling distance refers to a recommendation by Cycling England in the document 'Integrating Cycling into Development Proposals':

"Most cycle journeys for non-work purposes and those to rail stations are between 0.5 and 2 miles, but many cyclists are willing to cycle much further. For work, a distance of 5 miles should be assumed." (2009, p4)

- 4.4.3 The catchment extends as far as Margate coastline in the north, Broadstairs coastline to the east, Pegwell Bay and Richborough in the south and Minster to the west.
- 4.4.4 It also encompasses all of the proposed School's catchment areas.
- 4.4.5 There are many local routes within close proximity of the site, for example along Stirling Way, Spratling Street and Allenby Road.

- 4.4.6 Regional Route 15 is located south of the site along the coast within Ramsgate, it runs from Whitstable to Whitfield and follows the coast line until Cliffsend, as well as cutting cross country between Whitstable and Cliffsend. It links Ramsgate to the National Route 1 in Dover.

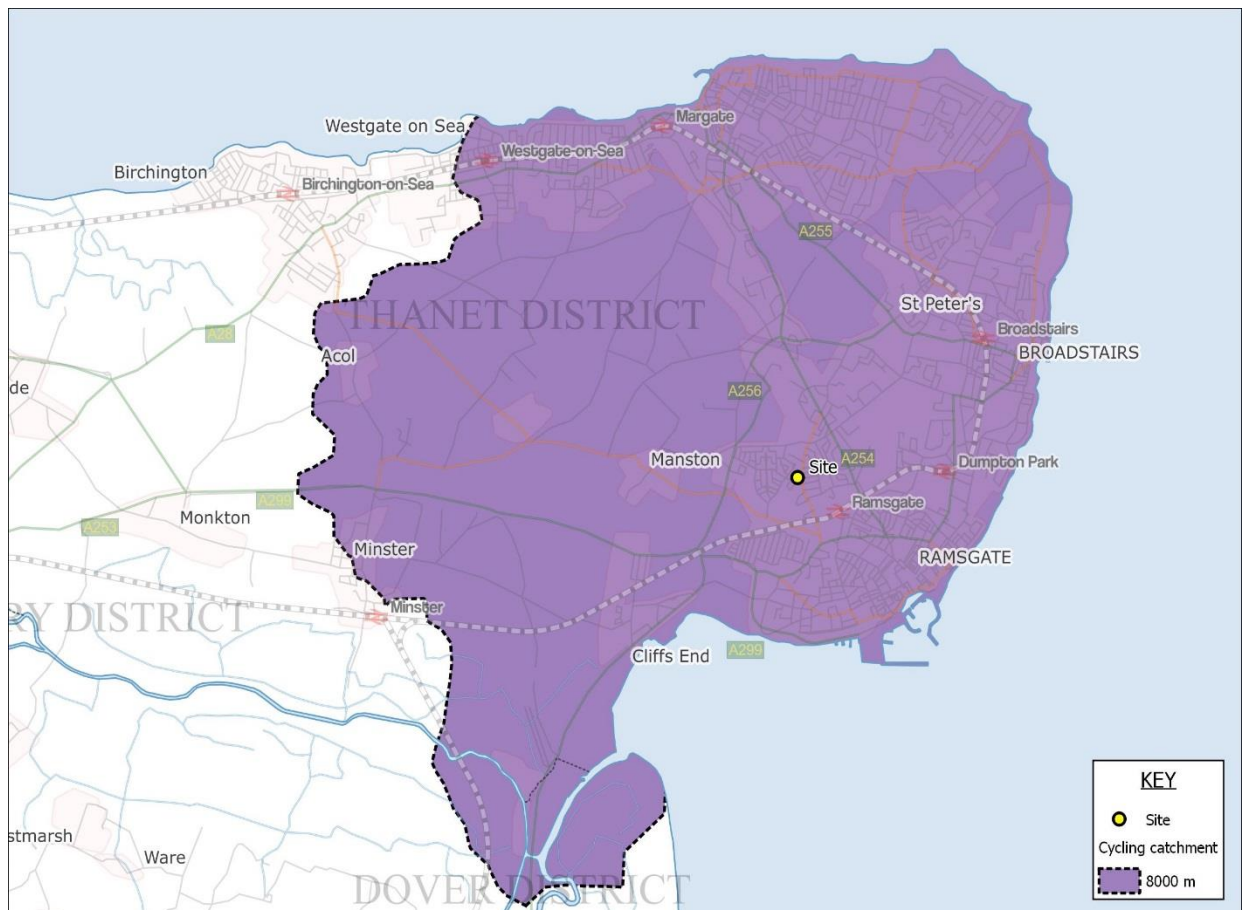


Figure 3 – Cycle Catchment Plan for the proposed development

4.5 Accessibility by Public Transport

- 4.5.1 **Figure 4** below demonstrates those areas accessible via public transport within 15, 30, 45 and 60 minutes journey from the site. Accessibility by bus and rail are considered in further detail within the subsections below.

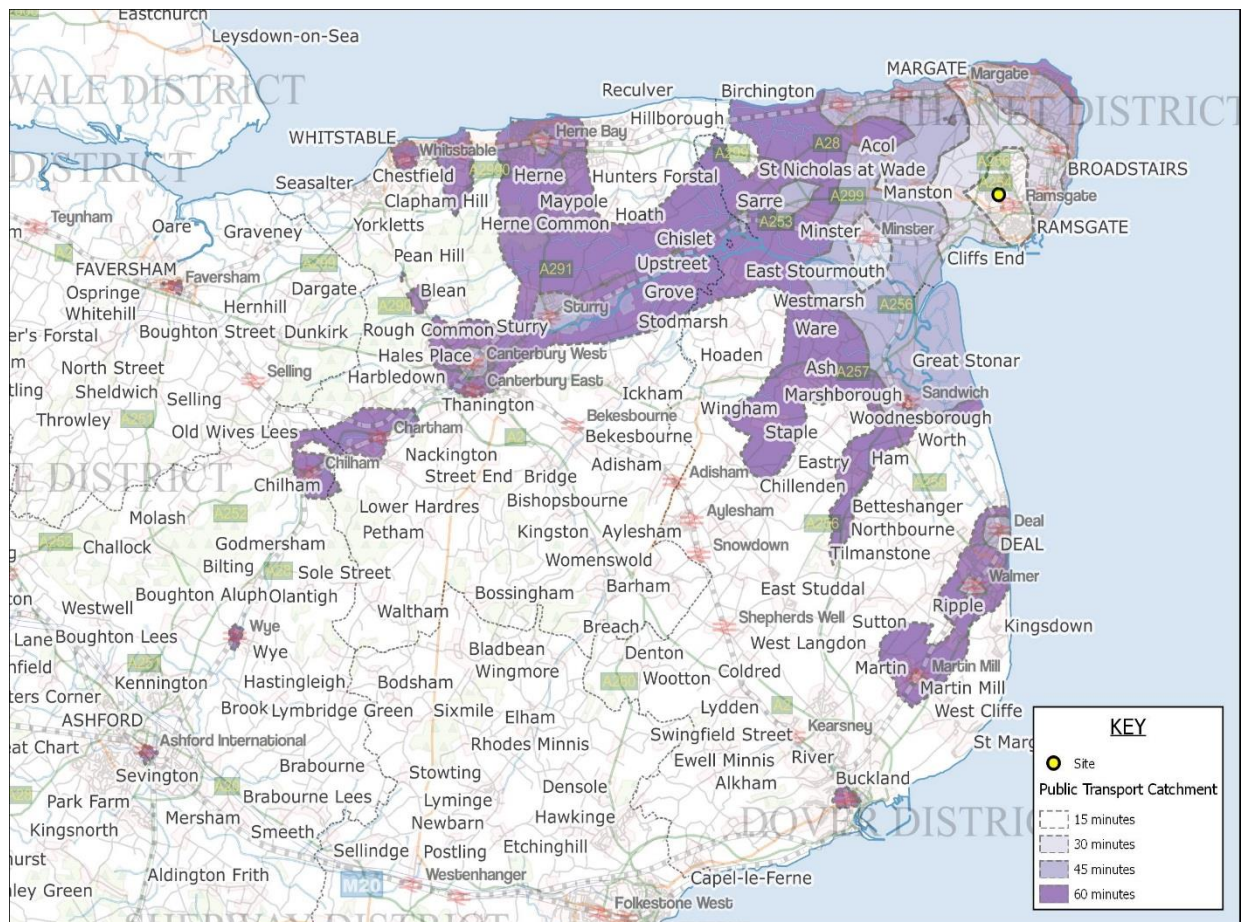


Figure 4 – Public Transport Catchment Plan for the proposed development

Bus Accessibility

- 4.5.2 Guidance from the Chartered Institution of Highways and Transportation (CIHT) document 'Guidelines for Planning for Public Transport in Development' indicates that ideally, a bus stop should be located within 400m from a new development.
- 4.5.3 The nearest bus stop to the site is located approximately 50m east of the site along Newington Road. **Table 4.2** details the services that call at these stops, and their associated frequencies:

Bus Service	Route	Peak Hourly Frequency		
		Mon – Fri	Sat	Sun/Hols
34	Ramsgate - St Lawrence - Newington	15 mins	15 mins	-
42	Monkton - Minster - Cliffsend - Nethercourt - Ramsgate	15 mins	15 mins	-
88	Ramsgate - Sandwich - Eythorne - Dover	10 mins	10 mins	-
42A	Ramsgate - St Lawrence - Newington	1 in AM and 1 in PM	-	-
933 (School bus)	Clintonville - Broadstairs - Ramsgate - Broadstairs Schools	1 in AM and 1 in PM	-	-
937 (School bus)	Charles Dickens School - Ramsgate - St Peter's - Westwood Cross	1 in AM and 1 in PM	-	-
The Thanet Loop	Margate - Cliftonville - St Peter's - Broadstairs - Ramsgate - Westwood - QEQM Hospital - Margate	10 mins	8-10 mins	10 mins

Table 4.2 – Summary of Bus Service Frequencies from Newington Road

4.5.4 There are multiple buses that service the site throughout the day seven days a week with services running between 10 and 15 minutes daily.

4.5.5 The buses provide access to many areas such as Margate, Ramsgate and Newington, in addition to two dedicated school services.

Rail Accessibility

4.5.6 The nearest train station is Ramsgate, located approximately 1km to the south of the site. A summary of rail services from the station are detailed in **Table 4.3**:

Destination	Peak Frequency (per hour)		
	Mon - Fri	Sat	Sun/Hols
Broadstairs	3	3	2
Margate	3	3	2
Sandwich	1	1	1
Dover	1	1	1
Whitstable	2	2	2

Gillingham	2	1	1
Rochester	2	1	1
Canterbury	2	2	2
Sevenoaks	1	1	1
London Stations	4	3	2

Table 4.3 – Summary of Rail Services from Ramsgate Train Station

- 4.5.7 The trains that service Ramsgate provide access to the site from nearby surrounding areas such as Broadstairs, Margate and Canterbury, as well as further afield destinations such as Dover and London.
- 4.5.8 It is acknowledged that pupils are unlikely to utilise train services to get to/from the proposed Free School, but it could be key for staff who reside in the surrounding towns.
- 4.5.9 As the station is within acceptable walking distance and provides frequent trains to a variety of destinations at peak times, the accessibility of the site by train is deemed to be high.

4.6 Summary

- 4.6.1 It is considered the site is highly accessible by sustainable modes of transport. The surrounding area exhibits good levels of pedestrian and cycling infrastructure, and there are a number of public transport opportunities within acceptable walking distance of the site.
- 4.6.2 The location of the school, combined with the quantity of dwellings in close proximity, will promote sustainable travel practices including cycling and walking. It is shown that there are 10,221 dwellings within 2,000m of the proposed school, of which is deemed to be the acceptable walking distance.

5.0 Travel Plan Initiatives

5.1 Introduction

- 5.1.1 Taking into account the location of the proposed development and the accessibility of the site via walking, cycling and public transport, a series of measures and initiatives have been developed to encourage sustainable travel at the site.

5.2 Daily School Initiatives

- 5.2.1 Ramsgate Free School will implement the following initiatives on a daily basis to encourage sustainable travel is undertaken by pupils:

- Breakfast Club will be held from 7am every school day, with free breakfasts offered to those pupils who walk, cycle or use public transport to arrive at school;
- A minibus service will be introduced at the school and will collect/drop-off pupils who live further afield at designated locations;
- Walking Buses will be created by the School and managed by a combination of staff/volunteers. Upon completion of the Travel Surveys, and in conjunction with Kent County Council, a number of Walking Buses will be implemented to ensure provision is created for various areas of the local community; and
- 'Park and Stride' scheme to be implemented, where some pupils are to be met at appropriate locations and escorted to school by staff members/volunteers.

5.3 Production of Welcome Packs

- 5.3.1 Welcome Packs can be critical in influencing travel patterns and therefore it is envisaged that these will be supplied to all staff, pupils and parents/guardians on their first day. The contents of the Welcome Packs will include the following:

- Introduction to the TP concept detailing objectives and aspirations;
- Literature on the health benefits of walking, cycling and environmental benefits of sustainable modes of transport;
- Personal travel initiatives;
- Maps showing local walking/cycling routes and places of interest;
- Details of public transport services, including timetables and routes; and
- Details of the Travel Plan Co-ordinator (TPC).

5.4 Measures to Encourage Walking

- 5.4.1 Walking is the most sustainable and accessible mode of travel. Any individual in relatively fair health can incorporate walking into part of their journey. Furthermore, 30 minutes of moderate activity 5 or more times per week is likely to enhance the health and fitness of the individual.
- 5.4.2 The development proposals include infrastructure improvements in order to encourage more pupils and staff to walk, including a zebra crossing that allows safe navigation of the proposed drop off zone.
- 5.4.3 The following measures will be incorporated in conjunction with the improvements in order to encourage pupils and parents/guardians to walk to the site:
- Raise awareness of the health benefits of walking;
 - Clear signing of pedestrian routes within and adjacent to the site;
 - Promote the www.walkit.com website for journey planning on foot;
 - Create a 'walking bus' for pupils living in areas surrounding the school;
 - Implement a walking buddy scheme; and
 - Information on the local pedestrian routes, including public footpaths.

5.5 Measures to Encourage Cycling

- 5.5.1 To encourage staff and older pupils to cycle, the following measures will be incorporated:
- Information on the local cycle network routes made available through the previously discussed Welcome Packs;
 - Promote the availability of cycling information, including route maps and useful tips and guidance, on the Sustrans website: www.sustrans.org.uk;
 - Local cycle clubs/forums to be invited to take part in Travel Plan promotional events to raise awareness;
 - Promotion of events such as "National Bike Week";
 - The setting up of a staff Bicycle User Group (BUG); and
 - Installation of Scooter Pods.

5.6 Measures to Encourage Public Transport

- 5.6.1 The school's location benefits from good quality bus and rail connections and a significant number of staff and students may use public transport as their primary mode.
- 5.6.2 The following measures will be implemented in order to encourage staff and pupils, with their parents/guardians, to travel via public transport.

- Distribute details of the Traveline Journey Planning tool for the South East of England. Future staff/parents and guardians can contact Traveline by phoning 0871 200 2233, or explore the Traveline website at www.travelinesoutheast.org.uk;
- Provide up-to-date bus information including timetables and contact information in the Welcome Packs;
- Advertise any promotions/discounts offered by public transport operators;
- Liaise with bus companies and KCC on any future improvements and/or extensions to local services;
- Limited time discount tickets could be provided in the previously discussed Welcome Packs.

5.7 Car Sharing

5.7.1 Car sharing is an effective way of reducing single occupancy car trips if a number of staff or pupils travel from the same location each day. This will be encouraged on an informal basis, and also managed through a staff committee which will match interested people.

5.7.2 There are also organisations such as kentjourneyshare, which is fully endorsed by Kent County Council, which aims to help the following:

- Reduce CO₂ emissions and pollution;
- Provide a cheap way for staff and visitors to get to and from the workplace;
- Cut local traffic and congestion levels;
- Reduce pressure on car-parking facilities;
- Improve relations with the local community; and
- Widen your recruitment catchment area for staff.

5.7.3 Private schemes are also available, and alongside promoting such schemes, advertisements will be created to raise awareness of car ownership costs and highlight the social and economic benefits of car sharing.

5.8 Summary

5.8.1 This section has outlined a variety of measures to foster sustainable travel patterns to the site from the outset. These measures have been designed specifically in relation to the sites' location with walking, cycling and public transport considered key modes of transport to access residential destinations.

6.0 Monitoring and Review

6.1 Introduction

- 6.1.1 This section of the report sets out the proposed management arrangements associated with the ITP. It also sets out the next steps with regards to converting this ITP into a full Travel Plan.

6.2 Responsibility and Management

- 6.2.1 Overall responsibility for the ITP will lie with Ramsgate Free School. Following construction and full occupation, the ITP will need to be updated to a full Travel Plan. This will involve the distribution of travel surveys.

- 6.2.2 The travel surveys will be completed by staff and parents/guardians of the pupils, and the survey will be influenced by national travel planning guidance, and approved by Kent County Council (KCC). These will extract key travel characteristics such as:

- Post code;
- Purpose of trip;
- Mode of travel;
- Reason for mode of travel; and
- Barriers to other mode choices.

- 6.2.3 This information will enable analysis to be undertaken to establish final targets associated with each element of the proposals. It will also provide information on the reasons for that modal split and identify any measures that will encourage a modal shift.

- 6.2.4 In order to establish a baseline modal split for the pupils, a 'Hands-up' survey will be conducted when the school opens. This will involve school teachers asking a simple question during registration periods, and recording the number of pupils that responded by raising their hand.

- 6.2.5 The results of these initial surveys will be incorporated into a full Travel Plan which will be provided to KCC for consideration.

6.3 Travel Plan Coordinator (TPC)

- 6.3.1 When the full Travel is produced, the day to day responsibility will shift from the developer to the appropriately appointed TPC.

- 6.3.2 The TPC will take responsibility for ensuring that the various elements of the plan are monitored and operate effectively to offer a genuine choice of travel modes. Typical duties would include:

- Leading on the delivery of the TP;
- Representing the human face of the TP and explaining its purpose and opportunities on offer;
- Promoting individual measures/initiatives in the TP;
- Liaising with public transport operators;
- Monitoring the TP; and
- Taking a key role in reviewing the TP.

6.4 Monitoring and Evaluation

6.4.1 The monitoring of travel behaviour is vital to measure progress towards the targets.

6.4.2 Annual monitoring reports will be provided to officers at KCC following the receipt of the first surveys. Monitoring will be carried out for a period of at least five years from the date of the baseline travel surveys.

6.4.3 The School has confirmed that it will continue to carry out an Annual Pupil Travel Survey in the autumn term and feed the data into the School Census each January. This exercise will be led by Mr Budge, the Head of School.

6.4.4 This Annual Survey will include the following:

- Hands-up survey of how pupils and staff travel to the school;
- Progress against baseline data and targets;
- Review of targets and timetable in the context of where the school wants to be;
- New timetable for forthcoming years, and
- Details of how the Travel Planning funding has been/will be used.

7.0 Action Plan

7.1 Introduction

7.1.1 During temporary occupation of Chilton Primary School from September 2015 to July 2016, Ramsgate Free School formed a Travel Plan Action Team, which aimed to support the travel planning procedures.

7.1.2 This team comprised the following:

- Executive Headteacher (lead) - To be appointed
- Head of School - Mr Budge
- Community Warden - TBC
- School Crossing Patrol Person - Marilyn McKenna
- School Travel Planner/Travel Plan Advisor - TBC
- Kent Highways Representative - TBC
- Kent Police - TBC
- Chair of Governors - Liz Sommer James
- School Council Representative - TBC

7.1.3 This team will be updated in advance of occupation of the new school, and will focus on the completion of the School's Action Plan.

7.1.4 **Table 7.1** below summarises the key actions from the document by providing an Action Plan for the Travel Plan process:

Example Table:

Action	Indicator	Target Date	Responsibility
Appoint TPCs	Appointed TPC	One month before occupation	Ramsgate Free School
Undertake Initial Travel Surveys	Completion of development	First intake of pupils	TPC
Decide Modal Split Targets	Receipt of the initial Travel Surveys	Within one month of undertaking the initial surveys	TPC in conjunction with KCC

Update ITP to a full Travel Plan	Preparation of full Travel Plan	Within two months of agreeing modal splits with KCC	TPCs
Present Annual Monitoring Report	Provision of annual monitoring report	Annually for at least five years following the agreement of targets with KCC	TPCs

Table 7.1 – Example Action Plan

7.1.5 **Table 7.2** below illustrates the Action Plan utilised at the temporary Ramsgate Free School, for the academic year 2015 – 2016. The objectives and targets are set to be reviewed and updated upon full occupation of the School, and will be implemented in the Full Travel Plan.

Objectives	Proposed solution/measure	Success criteria	Who's involved	Time scale	Monitoring / update	Progress so far
Set up School Travel plan committee	Set up Committee to ensure travel plan successful.	Committee in place Surveys distributed Actions completed	Head of School Governors School community	Sep 2015	Annually	Parent Council set up who are willing to Champion the travel plan. Local governing body elections are going ahead in 2 weeks. (More candidates than places)
Encourage children to walk to school	Encourage parents to walk with their children through 'WOW days	Increase by 5%	Whole school / parents/ friends	Nov 2015	Annual survey Hands up survey	Signed up to WOW. Promoting after half term.
	Encourage parents not to park and of the dangers around the school entrance	Fewer parents parking around school entrance	HT	Ongoing	Newsletter	SLT on gates , talking to parents . Letters home . Parent Council fully involved. Links made with community police.
	Pedestrian safety training for pupils using the Think Road Safety resources	Children safety aware			Training	Signed up to national Road Safety Week week beginning 23 rd Nov

	Reception pupils (year 2) Involved with 'Small Steps' programme	Pupils know how to cross road safely	Year2 staff / Parents	Autumn 2015	Training	Take place in Road Safety Week
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	Encourage park and stride, walking bus and informal walk and talk schemes amongst parents	Increase by 5%	Whole school / parents / friends	Summer 2016	Whole school consultation	
	Encourage dog owners to be more responsible and not to leave them at the entrance to school.		HT Parents MM	ASAP Ongoing	HT monitoring	HT monitoring
Objectives	Proposed solution/measure	Success criteria	Who's involved	Time scale	Monitoring / update	
Encourage cycling	Encourage younger pupils to cycle to school with their parents (Y3 and over)		Parents school	Autumn 2015	Hands up survey	
Reduce number of cars outside gates	Encourage car share days/Travel with a friend on Fridays once every term	5% decrease on each Friday	Parents school	Summer 2016	Hands up survey	Parent Council to introduce
Raise awareness and promote healthy living	Include in class topics PSHCE and science curriculum	All children involved	PSHCE Leader	Each term with feedback via WLT seasonal	Curriculum plans	Reception topic ..The Red Bus /Transport already this term . Healthy living in term 2 for Yr 3
	Safeguarding - Arrangements in place for ensuring children who walk alone understand about being safe	All children involved	PSHCE Leader	Annual review with GB each March	Curriculum plans	
Continue to raise the profile of Healthy Lifestyles in	Whole school curriculum focus is on healthy living and school getting its Healthy School Status	ALL stake holders involved	GB SLT Whole school	Seasonally in HSWP	Apply for Healthy Schools	Working party to set up

School						
To improve safety in the local area for everybody	To investigate widening the schools pedestrian entrance. Also to put a crash fence along Chilton Lane, to stop children spilling into the road. Repair the Kerb along Chilton Lane to promote correct parking.	KCC Highways TDC	KCC Highways TDC School Work in collaboration with Chilton Primary School		Summer 16	Working in conjunction with Chilton Primary School
	Community Police Officer to regularly patrol the roads around the school at the beginning and end of the day to reinforce 'correct parking'	Kent Police School TDC - Parking Warden	Kent Police School TDC -Parking Warden	Ongoing	Community Warden	Links developing
	Take part in the KHS 'Zig Zag' Scheme.	Reduction in number of cars parking outside or near the school	Community warden Pupils Kent Police TDC	Last 2 weeks of March	Before and after 'tickets issued' count	Working party to set up

Table 7.2 – Temporary Ramsgate Free School Action Plan

Plans

Drg No:

TPMA1444_001

Rev:

/

Project: RAMSGATE_PRIMARY_SCHOOL

Drg Title: REGIONAL_SITE_LOCATION_PLAN

Drawn: CR

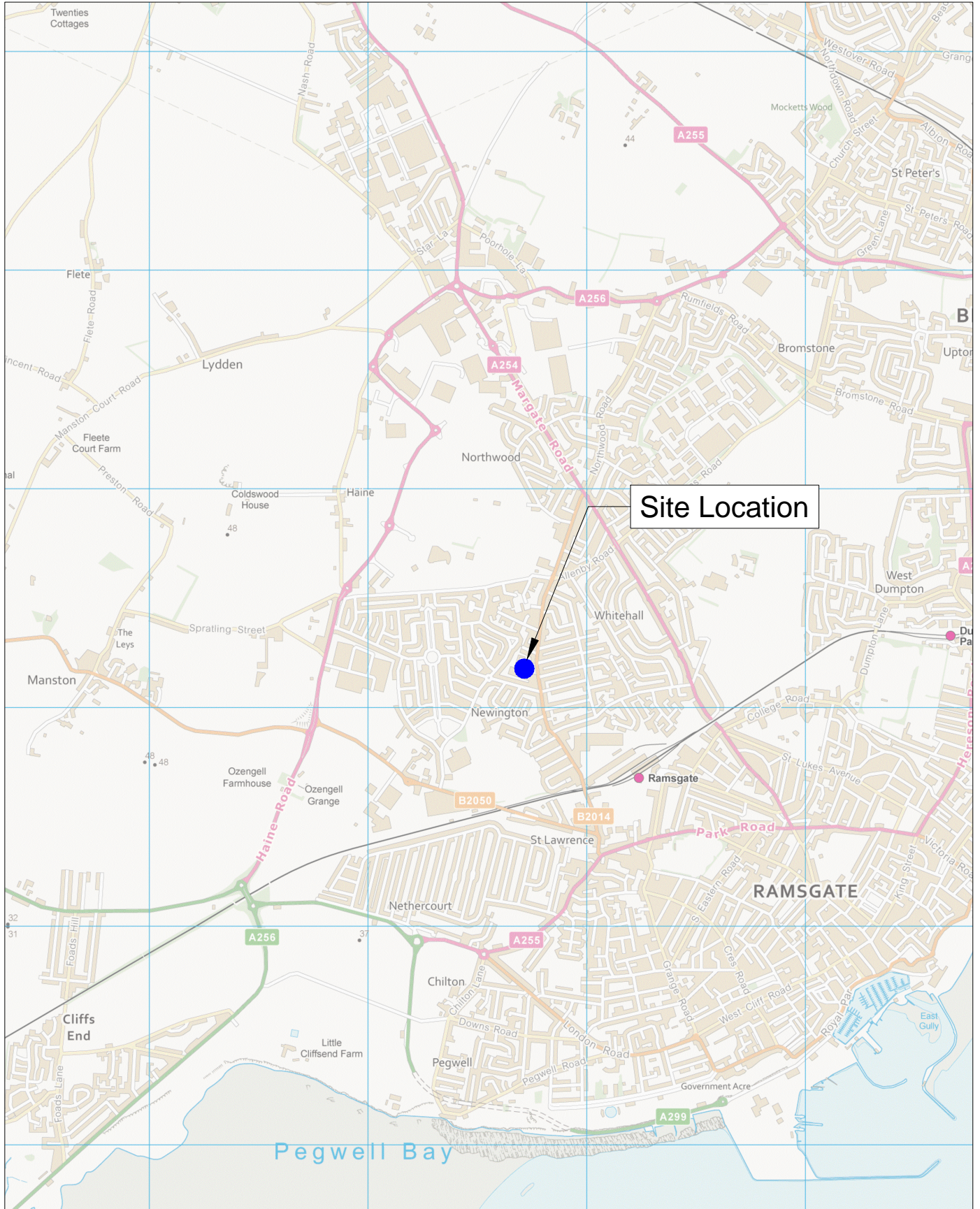
Checked: AT

Scale: NTS



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Drg No:

TPMA1444_002

Rev:

/

Project: RAMSGATE_PRIMARY_SCHOOL

Drg Title: LOCAL_SITE_LOCATION_PLAN

Drawn: CR

Checked: AT

Scale: NTS



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