

Draft Inquiry (Proposed) Scope – To be approved at 17th January Committee Meeting

Title	How to address the issues relating to car use for the school journey; understanding the opportunities and barriers to increasing the number of people adopting more healthy and sustainable travel options in Bucks.
Signed-off by	TEC Select Committee
	Head of Member Services (Statutory Scrutiny Officer)
Author	Kama Wager Committee and Governance Adviser
Date	17th January 2017
Inquiry Group Membership	To be confirmed at Committee on 17 th January 2017
Member Services Resource	Member Services will provide the following officer support: <ul style="list-style-type: none"> • Sara Turnbull - Head of Member Services –Quality Assurance • Clare Capjon - Committee & Governance Manager – Policy Advice • Kama Wager - Committee & Governance Adviser – Policy Lead & Project Management • James Batt – Administrative Support
Lead Cabinet Member	<ul style="list-style-type: none"> • Mark Shaw, Cabinet Member for Transportation
Lead HQ/BU Officer	<ul style="list-style-type: none"> • Joan Hancox, Head of Transport Strategy • Rebecca Dengler Transport Strategy Lead Officer • Nicky Batkin, Transport Strategy Officer
What is the problem?	With the scale of growth across the County, Members are concerned that without behaviour change the expansion of existing schools and development of new schools may lead to issues such as congestion and parking around schools being exacerbated. Encouraging alternative modes of travel will have additional benefits, such as the health improvements associated with walking and cycling for example.
What will not be considered	The following will NOT be part of the scope for this inquiry: <ul style="list-style-type: none"> • Home to school transport will not be examined. However it may be considered in how Home to School transport contributes or adds to the issues and in relation to understanding the impacts of other decisions within BCC. • Public health (in any more detail than the benefits of alternative modes of travel). • This inquiry will not be analysing individual school/community issues. It will focus on considering best practice solutions implemented across the County to address the common prominent issues experienced across the County as a whole. • It will not be looking in detail at specific enforcement measures (other than in an overview context in relation to their effectiveness).
Is this topic within the remit of the Select Committee?	Yes. The focus of the inquiry is on behaviour change initiatives in schools, the transport impacts of schools and sustainable transport solutions. These sit within the responsibility if the TEE Business Unit.
What are the Key Lines of Inquiry	Stage 1: Information Gathering (Internal) <ul style="list-style-type: none"> • To explore data and information sources to understand the common issues, such as congestion and inconsiderate parking experienced around school drop off and pick up across the County.

	<ul style="list-style-type: none"> • To explore data on modes of travel to and from schools across the County (i.e. the number of car journeys made and recent trends). • To consider current government guidance/policy on school travel planning. • To understand the Council's current approach to school travel planning and the current solutions to reduce the number of people travelling to school by car (encouraging alternative modes of travel). • To identify initiatives/best practice that have been successful elsewhere in the Country. • To consider how effective the Council's current approach is; the benefits, opportunities, challenges and limitations. <p>Stage 2: Analysis (Stakeholder event)</p> <ul style="list-style-type: none"> • To understand the issues from the schools/local area perspective • To examine alternatives to car travel, and how parents or guardians can be encouraged not to use their cars to transport children to and from school. • To identify examples of best practice and innovative solutions across the county to understand what works well, why and how behaviour change has been successful (lessons learnt). • To look at examples of innovative best practice from other authorities where traffic around schools has been successfully managed and/or reduced. • To examine the impact of school travel planning and other sustainable travel initiatives and solutions and how they have actually changed travel behaviour. • To explore ways in which awareness could be raised amongst parents and children of both the dangers of traffic around schools, and the benefits of alternative forms of travel. • To consider the challenges, barriers and limitations to encouraging schools and communities to develop and maintain school travel plans and/or other innovative solutions and initiatives – encouraging effective behavioural change. <p>Stage 3: Internal Testing:</p> <ul style="list-style-type: none"> • To consider what more can be done to encourage the adoption/development of sustainable initiatives within schools and communities to reduce car travel to/from school • To consider the future role of the Council in helping schools develop sustainable travel solutions to encourage behavioural change. • To consider whether the Council's current approach is future proof and sustainable given the county's population growth.
<p>What is the key evidence/information needed.</p>	<ul style="list-style-type: none"> • Data/evidence on the issues e.g. complaints data, issues raised by schools, residents, police, Local Area Forums. • Information on the Council's current role in school travel planning and behaviour change to reduce the number of car journeys to schools. Details of number of schools engaged, effectiveness, approach, resources, budget etc. • Examples of school travel plans and the process of developing, supporting, monitoring and review.

	<ul style="list-style-type: none"> • Case studies of successful initiatives/ school travel plans across the county, evidence from stakeholders - e.g. head teachers, STP coordinators, neighbourhood police, locality managers etc. • Information on barriers and challenges to schools and communities engaging with the sustainable transport agenda. • Information on best practice from other areas on innovative solutions to issues of school travel.
Is the topic of relevance to the work of BCC?	Yes
What work is underway already on this issue?	Currently developing the Sustainable Modes of Travel Strategy which is focussed on STP, but will be incorporating wider areas, such as the role of home to school transport. It will be a supporting document for the Local Transport Plan 4.
Are there any key changes that might impact on this issue?	Not that we have been made aware of.
What are the key timing considerations?	The inquiry will start in the New year. The Scope will be agreed by Members at 17 th January Committee meeting Elections: The inquiry is a short focussed piece of work to be completed by the end of the financial year (March 2017). If other issues arise during the course of the inquiry which fall outside of the scope, these can be considered by the Committee to develop within its future work programme.
Who are the key stakeholders & decision-makers?	<ul style="list-style-type: none"> • Cabinet Member for Transportation • Cabinet Member for Education • BCC TEE Business Unit and TfB • BCC Education Business Unit • Neighbourhood Police • Local Members • Schools (head teachers, pupils, parents) • Residents/Local Area Forums.
What media /communications support do you want?	<ul style="list-style-type: none"> • Press release to let the public know that the inquiry is taking place • Press release post report publication • Publicise on social media • Call for evidence

Evidence-gathering Methodology

What types of methods of evidence-gathering will you use?
<ul style="list-style-type: none"> • Desktop research (other local authorities, best practice etc.) • Direct evidence from key stakeholders • Analysis of data on complaints, accidents, resident surveys etc. • Social Media
How will you involve service-users and the public in this inquiry?
<ul style="list-style-type: none"> • Interviews/evidence from head teachers (case studies for best practice). • Evidence from pupils (e.g. via video clips, pupil representatives etc.) • Press releases and social media • Local Members and Local Area Forums

Outline Inquiry Project Plan

Stage	Key Activity	Dates
Scoping	Inquiry Outline Agreed by Select Committee	17/01/17
Evidence-gathering	<p>Evidence-gathering phase</p> <ul style="list-style-type: none"> • Preliminary evidence gathering/planning <p>1-2 day evidence gathering session:</p> <ul style="list-style-type: none"> • Internal officer's overview of issues. What are the solutions, Current approach, best practice. Challenges opportunities. • Stakeholder event: School Teacher interviews/witnesses. Case studies of best practice examples. • Inquiry group session: fact finding complete - discussion on key areas arising. 	<p>Jan-Feb</p> <p>Mid-end Jan</p> <p>2nd-3rd week Feb</p>
Developing Recommendations	Inquiry Group/Select Committee meeting – Key Findings Report & Possible Areas of Recommendations considered	End of Feb
	Testing & developing recommendations with stakeholders	1st week of March
Reporting	Final Inquiry Group report with recommendations completed (signed-off by SC Chairman)	2nd week of March
	Report published for Select Committee	3 rd week of March
	Select Committee agrees report to go forward to decision-makers	End of March
	Cabinet/Partner considers recommendations	April