

SUBJECT:	Burnham School Car Parking Plan
REPORT OF:	Officer Management Team - Director of Services Prepared by - Head of Environment

1. Purpose of Report

To consider whether to allow free parking for parents dropping off and picking up children from St Peter's School, Burnham.

2. Links to Council Policy Objectives

- 2.1 To contribute to the Council's medium term aim of planning for a thriving and sustainable South Bucks, with vibrant towns and villages.
- 2.2 This matter also contributes to the Council's aim to deliver value for money services that are driven by customer and community needs.

3. Background

- 3.1 St Peter's School is situated in Minniecroft Road, Burnham, opposite the Health Centre. Many parents travel to and from school by car, and parking near the school is an issue at drop off and pick up times.
- 3.2 The headteacher of St Peter's, Ms Blount, has contacted SBDC to request that parents should be allowed to park free of charge in the Council's Summers Road car park during peak times in order to alleviate congestion, that is to say between 8.30am and 9.15am in the mornings during term time and between 3.15pm and 4.00pm in the afternoons.
- 3.3 The School has offered to deal with issuing permits to parents and to consider making arrangements to meet the children in the car park and walk them to the school.

4. Proposal/Discussion

- 4.1 In the early morning on weekdays, the car park at Summers Road is used mainly by customers buying all day tickets. Short term usage of the car park during the times in 3.2 above is not great. Officers estimate that the loss of income from allowing free parking during those times would be modest. The School is prepared to deal with the administration of permits for the proposed scheme, so there would be no other direct costs to the Council.
- 4.2 The car park has 62 places and it is likely that up to 50 of those parking bays would be available during the periods indicated. To avoid congestion at the car park officers suggest that the number of permits should be limited to 70.
- 4.3 The Headteacher has proposed having a trial period of six months. It is suggested therefore that the trial period should be the Autumn and Spring terms of 2014-15. However the trial may be cancelled at any time if the Council decides that the behaviour of parents is unacceptable.

- 4.4 The permits will only be valid at the times indicated in 3.2 above, Monday to Friday, during term time. The allowed times and days will be shown prominently on each permit so that there can be no confusion. The parents must be clearly told by the School that any misuse of a permit will result in an excess charge notice being issued.
- 4.5 The School should have a responsible person on duty at the car park during the morning and afternoon periods in order to ensure the safety of the children.
- 4.6 Before the end of the trial period, the Council will carry out a review of the scheme in conjunction with the Headteacher. Topics for the review will include whether congestion near the School has been relieved; whether the children have been able to walk safely between the School and the car park; whether parents have abided by the rules; whether the number of permits is suitable.
- 4.7 In order to justify the concession on parking charges for parents the scheme will need to be linked to the School's travel plan. SBDC will need to obtain confirmation from the Headteacher that it will be included in the next version of the travel plan and that Buckinghamshire County Council is in agreement.

5. Resources, Risks and other implications

- 5.1 Having many cars going in and out of the car park at the same time may constitute a risk for pedestrians, particularly for children. This may be mitigated by the School having a responsible person on duty at the car park at relevant times.
- 5.2 The scheme may be thought to have created a precedent.
- 5.3 The Council will lose revenue but it is estimated that this will be modest.
- 5.4 To avoid confusion about the validity of the permits, the times and dates of availability will be printed on the permits. The wording of the permits will be subject to approval by the Council.

6. Summary

- 6.1 The Environment PAG is asked to note the contents of this report.
- 6.2 Members of the PAG are asked to advise the Portfolio Holder whether to recommend to Cabinet that a trial scheme should be introduced to allow free parking at Summers Road car park for parents of children at St Peter's School, with delegation to the Head of Environment and the Portfolio Holder to agree the details of the scheme with the School.

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Background Papers:	None