

**REPORT TO: EDUCATION COMMITTEE - 11 JANUARY 2010**  
**REPORT ON: PARKING AND DROPPING OFF AT SCHOOLS**  
**REPORT BY: DEPUTE CHIEF EXECUTIVE (SUPPORT SERVICES)**  
**REPORT NO: 1-2010**

## **1. PURPOSE OF REPORT**

To report on the outcome of a pilot initiative to address problems associated with parking and dropping off at schools, and to recommend rolling this initiative out to all primary schools in Dundee.

## **2. RECOMMENDATIONS**

It is recommended that Committee:

- i) note that the pilot initiative at Park Place and Eastern Primary Schools to address problems associated with parking and dropping off has resulted in significant improvements
- ii) agree to roll out similar measures on a phased basis to all primary schools, as detailed in section 4.3 below, in appropriate clusters and in conjunction with the launch of School Travel Plans
- iii) remit the Director of Education to ensure that schools provide information to parents on the initiative and that high profile launch events are held to raise awareness of the measures
- iv) remit the Director of City Development to make information about off-street parking close to schools available through the Council's website
- v) remit the Director of Education, as the initiative is phased in, to employ additional school crossing patrollers and extend the hours of patrollers, to meet the increased demand for assistance with crossing roads and to assist with the implementation of this initiative
- vi) remit the Director of Education to monitor, evaluate and, where necessary, refine the specific measures taken at each school in the light of feedback from parents, schools, local residents, parking officers, travel advisers and the Police

## **3. FINANCIAL IMPLICATIONS**

3.1 The expenditure required to implement the recommendations in this report is estimated as follows:

- purchase of 1,200 'no parking' cones - £6,000
- purchase of 50 large banners encouraging safer parking/dropping off, to be designed following a competition open to all primary pupils - £7,500
- staff time for active travel advisers and purchase of promotional materials - £5,000
- recruitment of additional school crossing patrollers and extending the hours of patrollers - this initiative will be rolled out on a phased basis by school cluster, and is anticipated to cost an estimated £40,000 in financial year 2010/11. Once the proposal is fully implemented, the cost in a full financial year would be £64,000

3.2 The cost of the 'no parking' cones, banners, travel advisers' time and promotional materials will be met from the budget of the Dundee Travel Active Project. The cost of

school crossing patrollers will be met from the Education Department Revenue Budget, with provision also being made in the Department's Revenue Budget for later years.

#### 4. **MAIN TEXT**

##### 4.1 Problems Associated With Parking And Dropping Off At Schools

4.1.1 Concerns have been expressed by schools, parents, Councillors, Tayside Police and members of the public about safety issues arising from the inconsiderate, and at times dangerous, parking or stopping to drop off pupils at the city's schools.

4.1.2 A survey of primary schools identified that the vast majority have concerns about this problem. Although most schools have parking restrictions in place, these are often ignored, and common problems include parents parking on double yellow lines, zigzags, corners, pavements and across school entrances, causing danger to pupils, teachers and other pedestrians and drivers. In addition, concern has been expressed about aggressive and abusive behaviour of some parents when approached about dangerous parking, including a number of incidents which required police involvement. Inconsiderate parking can also lead to problems of congestion, affecting local residents and other road users.

4.1.3 In order to establish the extent of this problem, and to investigate possible solutions, a Working Group was established, chaired by the Depute Chief Executive (Support Services) and involving representatives from Legal, Education, City Development and Tayside Police. In addition to the survey of schools mentioned above, the Working Group investigated the legal position; carried out an audit of existing parking restrictions and the availability of alternative parking close to schools; and considered good practice elsewhere, since it became apparent that this is a widespread problem across the UK.

4.1.4 The Working Group identified a package of measures, which included incentives to encourage more appropriate parking and attempts to engage with parents, as well as enforcement of parking regulations. It was agreed to pilot these measures in two primary schools - one each in the east and west of the city.

##### 4.2 Pilot Initiative

4.2.1 The schools identified for the pilot initiative were Park Place in the West End ward and Eastern in The Ferry ward. The measures taken included:

- encouraging the use of nearby off-street car parks (at Hunter Street and Queen Street respectively) by giving parents 'parking permission' cards which allowed them to park free for 15 minute periods at the start and end of the school day - sufficient time for them to walk their children safely to and from school
- banners displayed outside the schools which identified the dangers of irresponsible parking
- moveable traffic cones to prevent stopping on double yellow lines, zigzags, pavements and entrances
- pupils taking letters and leaflets home
- promotion of initiatives such as 'walking buses' and car sharing where appropriate

- presence of Police and parking attendants to engage with parents about problem parking, suggest alternatives, act as a deterrent and take enforcement action where necessary, including the issue of warning letters and imposition of penalties

4.2.2 During the course of the pilot, feedback was welcomed from the schools and parents, and a number of refinements were made to the measures. These included, for example:

- special arrangements for children with disabilities and for those responsible for multiple children (e.g. childminders)
- extending the cones beyond the areas immediately next to the school
- extending the use of the 'parking permission' tickets, giving the 15 minutes free parking at other car parks and on-street bays
- repositioning of school crossing patrollers
- encouragement of different traffic flows, such as an informal 'one-way' system around Eastern Primary

4.2.3 The conclusion from the pilot initiative was that the measures outlined above have been effective, leading to significant improvements and real 'buy-in' by parents. In recent weeks, the pilot initiative has also been extended to St Andrew's Primary and early indications are that this is having a similarly positive impact.

#### 4.3 Proposed Roll-Out

4.3.1 In view of the success of the pilot initiative, it is proposed that similar measures be rolled out, in the first instance on a phased basis to all primary schools in the city. The impact of the roll out will be evaluated before consideration is given to extending the measures to secondary schools.

4.3.2 The proposed package of measures is as piloted at Park Place and Eastern Primary Schools and consists of:

- provision of 'parking permission' cards to parents who wish to make free use of nearby off-street car parks for a 15 minute period at the beginning and end of the school day. City Development have identified that there are 7 primary schools with suitable off-street parking nearby, as detailed in Appendix 1. The Director of City Development will be asked to publicise this through the Council's website, as well as this information being communicated directly to parents at the relevant schools. For schools which are not close to off-street parking, it is anticipated that there will be free on-street parking available reasonably close to the school
- high impact banners to be displayed at the entrance to each school, using messages about the dangers of irresponsible parking or promoting positive alternatives. The Education Department proposes to launch a competition open to all primary pupils to design a poster with a slogan and picture encouraging drivers to park or drop off away from the school, which will be turned into a banner to be displayed at every school.
- moveable traffic cones to be placed to deter parking on double yellow lines, zigzags, entrances and other inappropriate places, subject to the needs of each school. These will be put out and taken in by school crossing patrollers, and approval is sought to recruit additional patrollers for those schools which do not

currently have patrollers, and to extend the hours of patrollers, both to undertake this task and assist with the safe crossing of roads. As was found at Park Place, if children are not being dropped off directly outside school entrances, there will be greater demand for crossing patrols so schools which do not currently meet the criteria for a patroller may do so once these measures are implemented

- communication with parents through letters and leaflets to explain the arrangements and encourage them to co-operate
- high profile presence by Police, parking attendants and Dundee Travel Active advisers on a phased basis to engage with parents, offer advice, act as a deterrent and issue warning letters or impose penalties if required in the event of non-compliance
- promotion of sustainable travel as part of School Travel Plans (see section 4.4 below)

4.3.3 It is proposed to remit the Director of Education to roll out the initiative on a phased basis by appropriate school cluster, allowing the intensive presence by Police, parking attendants and active travel advisers to be planned in a manageable way.

4.3.4 As with the pilot initiative, it will be important to take into account the particular circumstances of each school and to respond to feedback from schools, parents, the Police and the wider public, also taking into account any issues which may arise in other areas if traffic and parking problems are displaced. It is proposed that the Director of Education be remitted to monitor, evaluate and refine the measures as required, as well as continuing to investigate additional approaches. For example, concern has been expressed that it may be difficult to take enforcement action where drivers move away before penalty notices can be affixed to cars, and one possible solution identified has been the use of 'body-worn CCTV' allowing officers to record evidence.

#### 4.4 Travel Plans

As part of the Council's School Travel Management Strategy, each school is to develop a Travel Plan which will aim to promote safe, sustainable travel to and from school, reduce the reliance on cars, and encourage modes of travel such as walking and cycling which will also promote health and fitness. The Travel Plans will identify traffic and road safety issues, and include action plans tailored to the needs of each school. The Education Department has appointed a Staff Tutor to support schools in producing and implementing their Travel Plans, and it is proposed that the parking and dropping off initiative be rolled out in conjunction with the launch of these Plans. High profile launches should be organised to raise public awareness.

### 5. **POLICY IMPLICATIONS**

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.

Implementation of the recommendations in this report will have a positive impact. In addition to the 20 mph speed limits in the vicinity of schools, these measures will reduce the risks around schools, and statistics on accidents in the vicinity of schools will be monitored to help assess their impact. The measures will also improve the environment by reducing congestion and pollution.

6. **CONSULTATIONS**

The Chief Executive, Director of Finance and Directors of Education and City Development have been consulted and are in agreement with this report.

In addition, the results of the pilot initiative were shared with all primary headteachers. This was well received and the proposed roll-out of the initiative was welcomed.

7. **BACKGROUND PAPERS**

None.

Patricia McIlquham  
Depute Chief Executive  
(Support Services )

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22/12/2009

## Appendix 1

### Off-Street Car Parks Close to Primary Schools

<b>School</b>	<b>Car Park</b>	<b>Distance</b>	<b>Spaces</b>
Blackness	Pennycook Lane	15 metres	approx 70
Cleington	Catherine Street	15 metres	approx 150
Eastern	Queen Street	500 metres	approx 150
Glebelands	Craigie Street	350 metres	approx 50
Lochee	Aimer Square	800 metres	approx 100
Park Place	Hunter Street	50 metres	92
St Joseph's	Bellfield	20 metres	approx 20