

## **INFORMATION REQUIRED FOR TRANSPORT ASSESSMENTS IN RESPECT OF SCHOOL DEVELOPMENTS**

The Transport Development Control team acting on behalf of the Highway Authority, has responsibility for determining whether or not a Scoping Study and/or Transport Assessment (TA)/ Transport Statement (TS) is/are required. In relation to determining which supporting document is required the thresholds detailed in the Guidance on Transport Assessment (DfT2007) should be used.

The responsibility for education projects is split into geographical areas:

**West area** (led by Paul Hurdus (tel. 01785 276728) or email [paul.hurdus@staffordshire.gov.uk](mailto:paul.hurdus@staffordshire.gov.uk)) covering Moorlands District; Newcastle Borough; Stafford Borough and South Staffs District.

**East area** (led by Geoff Evenson (tel. 01785 276604) or email [geoff.evanson@staffordshire.gov.uk](mailto:geoff.evanson@staffordshire.gov.uk)) covering East Staffs Borough; Tamworth Borough; Lichfield District and Cannock District.

**A Scoping Study** for education projects typically consists of the following and will form the basis of the content of the TA/TS (but exact content will need to be agreed with the relevant highway officer):

Broad issues to be covered:

- the scope and content of the Transport Assessment or Transport Statement;
- whether a Travel Plan is a necessary requirement and, if so, what form it should take
- the area of assessment (i.e. which links and junctions).

A Scoping Study will initially comprise of an assessment of the proposed development itself and, where necessary, other committed development. It may also most likely include the following depending upon the scale of development;

- Estimated traffic generation;
- Traffic distribution;
- Assignment to network;
- Percentage impact assessment on the surrounding network including links and junctions by turning movement. The school development will be expressed as a percentage of traffic flows at the anticipated year of opening of development both on its own and as part of cumulative percentage impact where other committed development is involved;
- A summary of available traffic and accident data over a three year period to simply identify congestion or safety issues to be taken into account in any Transport Assessment or Statement. The need for new traffic counts at this stage will depend on the magnitude of development and local context
- Related educational data, which may include present and future school roll, together with the catchment area.

To enable an efficient and professional service to be delivered as much of the following information should be provided:

### **Priority**

What is the priority of the project relative to others requested by Entrust?

### **Development Details**

A copy of Form 1E (if applicable)

The Project Brief

Full Description of project

Current use of site

Site boundary

Access and egress arrangements

Land ownership

### **Site Layout and Parking.**

Plan showing current site layout

Plan showing proposed site layout

On-site parking provision should be shown on both plans.

Provision of parking for staff, users and visitors for the site as a whole and also specifically for the development proposal.

If the development results in the loss of existing parking, an indication of what will happen to the vehicles that will be affected?

The plans should show details of the access/s to the site (both vehicular and pedestrian).

### **Staffing**

Numbers of existing staff, both full and part time.

Proposed numbers of staff, both full and part time.

An indication of the times of day that the staff are/ will on site

What are the parking arrangements for the staff?

### **Users**

Numbers of existing users, both full and part time.

Proposed numbers of users, both full and part time.

An indication of the days and times of day that the users are/ will on site.

What are the parking arrangements for the users?

If there are different groups of users, who are they, where do they come from and when will they be using the development? For pupils this could be shown on a plan indicating the disposition of pupil residences by post code.

Current users – what mode of travel do they use to get to the site.

**Community Activities**

Is the site currently used for any community activities? Provide details.  
What community facilities will take place on the development proposal?

**Catchment**

What geographical area does the site currently cater for?  
(A plan showing this would be most helpful.)  
What geographical area will the development proposal cater for?  
(A plan showing this would be most helpful.)

**Operational details**

How does the current facility operate, what hours, days etc.?  
How will the development proposal operate?

**Pedestrians and Cyclists**

What current special facilities are provided for pedestrians and cyclists  
(e.g. showers, lockers, cycle storage)?  
What additional special facilities will be provided for pedestrians and cyclists as part of  
the development proposals?

**Disability**

What facilities for disabled persons will be provided and what are already present on the  
site?

**Bus and Train Use**

Are any facilities currently provided on the site for bus and train users, such as  
timetables? Will the development proposal provide any?

**Travel Plan**

Does the current site have a Travel Plan? If so, please provide a copy.

**Traffic management Issues**

Are there any known traffic management issues on the streets in the vicinity of the site?

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