

## Cabinet

### **Briefing Note: Parking at Schools Task and Finish Group: Final Report**

**Purpose of the briefing note:** To inform Cabinet of the work and key activities of the Parking at Schools Task and Finish (T&F) Group.

#### **Recommendations**

The Place O&S Committee agreed to:

- 1.1 *Endorse the Parking at Schools Toolkit, as attached at Appendix 1.*
- 1.2 *Note and comment the key activities and consultation responses, as attached at Appendix 2.*

For detailed explanation regarding the recommendations, please see page 4 of Appendix 2.

#### **Background**

- 1.1 This report summarises the key activities of the Parking at Schools T&F Group, established by the Place O&S Committee in September 2024. The report also includes the Parking at Schools Toolkit, which was endorsed by the Place O&S Committee in February 2025. Implementation of the Toolkit and any subsequent actions will be monitored by officers and reported back to the Place O&S Committee.
- 1.2 In October 2023, a motion was submitted to Full Council regarding establishing a Task and Finish Group to look at options for tackling school parking across the borough. Subsequently, at the first Place O&S Committee meeting in July 2024, Members agreed to establish a focused Task and Finish (T&F) Group on parking outside schools. See Appendix 3 for the scoping document and the Group's Terms of Reference.
- 1.3 The T&F Group's work commenced in September 2024 and was time-limited to a maximum of 10 weeks, concluding in November 2024.
- 1.4 Overall, the T&F Group met five times during this period. See Appendix 2 for a detailed overview of each session and the key discussion points and Appendix 4 for the notes of these meetings.  
The Group met on the following dates:

- 1.4.1 **10 September 2024:** first formal meeting to discuss potential activities for the T&F Group and elect the Chair and Vice-Chair.
  - 1.4.2 **24 September 2024:** witness session with the Thurrock Road Safety Lead to discuss her experience of parking outside schools and the schools with the largest number of parking complaints.
  - 1.4.3 **10 October 2024:** session with the Childhood Obesity Task and Finish Group to discuss the synergies and overlap between the two groups.
  - 1.4.4 **22 October 2024:** meeting with Youth Cabinet Members to discuss their views and share their experiences of school travel and parking.
  - 1.4.5 **5 November 2024:** meeting with T&F Group Members to discuss the resident consultation results and analysis.
- 1.5 As well as regular meetings, the T&F Group also undertook numerous site visits to primary and secondary schools across the borough, to see the differences between schools with Platinum rated School Travel Plans and schools which did not have School Travel Plans and received more complaints. Members also ran a resident consultation regarding parking at schools, the detail of which can be found outlined in Appendix 2. Members also collected detailed data regarding accidents outside of schools, the number of penalty charge notices (PCNs) collected outside of schools, and information on the Safer Routes to Schools Scheme.
- 1.6 Following the meetings, consultation responses and additional research conducted, officers drafted the Parking at Schools Toolkit to outline the tools and mechanisms available to the Council when tackling parking issues at schools across the borough and encouraging active travel. As different schools will require different interventions when tackling problem parking and improving active and sustainable travel, the Toolkit outlines the different measures available that Thurrock Council officers can utilise. This provides a framework for officers when responding to complaints regarding problem parking at schools, and when utilising government grants for safer routes to schools and active travel.
- 1.7 As the T&F Group progressed through its activities within the 10-week timeframe, several recurring themes were identified. These included dangerous parking outside schools, the importance of School Travel Plans, and the impact of the local road network and infrastructure on parking outside schools. These themes were reflected within the Parking at Schools Toolkit, which covers a broad range of areas to improve parking outside schools and increase active travel rates.
- 1.8 Attached appendices are listed below:
  - 1.8.1 Appendix 1: Parking at Schools Toolkit
  - 1.8.2 Appendix 2: Parking at Schools Overview Report
  - 1.8.3 Appendix 3: Scoping Document and Terms of Reference

#### 1.8.4 Appendix 4: Notes from the Parking at Schools T&F Group meetings

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