

Sustainable Development Select Committee Supplementary Agenda

Tuesday, 20 January 2015
7.00 pm, Committee Room 4
Civic Suite
Lewisham Town Hall
London SE6 4RU

For more information contact: Roger Raymond (Tel: 020 8314 9976 Email: roger.raymond@lewisham.gov.uk).

This meeting is an open meeting and all items on the agenda may be audio recorded and/or filmed.

Part 1

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3. Modern Roads Review	1 - 48
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Agenda Item 3

Sustainable Development Select Committee			
Title	Modern Roads Review – Evidence session (Supplementary Agenda Report)	Item No.	3
Wards	All		
Contributors	Scrutiny Manager		
Class	Part 1	20 th January 2015	

Reason for urgency and lateness: This report was not available for the original dispatch because further information was required before the documents could be published. This report cannot wait until the next meeting due to the scheduling of the Modern Roads Review in the work programme.

1. Purpose of paper

- 1.1. The Sustainable Development Select Committee has agreed to undertake a review looking at the topic of Modern Roads as part of its work programme for 2014/15. This report and appendices, coupled with evidence provided at the meeting, will provide information for the Committee to discuss as part of its review.

2. Recommendations

- 2.1. The Select Committee is asked to:

- note the content of the reports attached and consider the information presented at Committee.

3. Background

- 3.1. At the meeting of the Sustainable Development Select Committee Select Committee on 9 September 2014, the Committee decided as part of its work programme to undertake an in-depth review entitled Modern Roads. The Committee agreed that the focus would be around improving the road infrastructure in the borough for local residents and would look at three related strands:
 - Introducing a borough-wide 20 mph speed limit
 - Improving the borough for cyclists
 - Improving air quality.
- 3.2 The Committee considered and agreed a scoping report at its meeting on 30 October 2014 that sets out the keys line of inquiry for the review as well as the timetable. This meeting will be the second evidence session of the Review, following on from the Committee's meeting on the 9 December 2014.

4. Witnesses for the Second Evidence Session

4.1. Witnesses for the second evidence session for the 'Modern Roads Review' have been invited from the following organisations:

- 20s Plenty For Us
- Living Streets
- Lewisham Cyclists
- London Air Quality Network

5. Report from 'Living Streets'

5.1. Please see attached at Appendix A, a report from 'Living Streets'.

5.2. Living Streets is a national charity that campaigns on behalf of pedestrians. Their objective is to create safe, attractive and enjoyable streets, where people want to walk. They work closely with professionals and politicians to make sure every community can enjoy vibrant streets and public spaces.

5.3. Living Streets will be represented at the meeting by Tom Platt, London Manager of Living Streets.

6. School Travel and Accreditation Plan – Holy Cross School

6.1. Please find attached at Appendix B, the School Transport Plan for Holy Cross Catholic Primary School.

6.2. School travel plans are working documents which promote safe, healthy and sustainable travel to and from school. They allow schools to improve their pupils' health and social development and to reduce traffic congestion. Nationally, all schools must create and implement a school travel plan.

6.3. At the last Sustainable Development Select Committee meeting on 9 December 2014, members expressed an interest in seeing a School Transport Plan from a local school to include as evidence for the review.

7. Further implications

7.1. At this stage there are no specific financial, legal, environmental or equalities implications to consider. However, each will be addressed as part of the review.

London Borough of Lewisham – Sustainable Development Select Committee

Modern Roads Review

January 2015

About Living Streets

Living Streets is the national charity that stands up for pedestrians. With our supporters we work to create safe, attractive and enjoyable streets, where people want to walk. We work with professionals and politicians to make sure every community can enjoy vibrant streets and public spaces.

The history of Living Streets demonstrates the strength of our agenda. As well as working to influence policy on a national and local level, we also carry out a range of practical work to train professionals in good street design, and enable local communities to improve their own neighbourhoods. We run high profile campaigns such as Walk to School and Walking Works, to encourage people to increase their walking levels and realise our vision for safe, attractive and enjoyable streets across the UK. We recently established a Living Streets local group in Lewisham.

We would like to thank the London Borough of Lewisham for asking Living Streets to submit comments about the opportunity that 20mph speed limits offer as part of their Modern Roads Review.

Submission by Living Streets

Living Streets strongly supports an area-wide 20 mph limit in Lewisham including all residential streets and main roads where people live, work and shop.

Streets are where we live, play, work, and socialise – they should be safe, attractive and enjoyable places for everyone. We believe that 20 mph is the single biggest measure that will reduce road danger and improve the walking environment on Lewisham's streets.

In 2013 there were 64 fatal or serious road casualties and 187 pedestrian casualties in Lewisham. By slowing vehicle speeds, road danger is significantly reduced. A pedestrian struck at 20 mph has a 97% chance of survival whilst this falls to 80% at 30 mph and 50% at 35 mph. In some places, the introduction of a 20 mph zone has been shown to reduce child pedestrian deaths by up to 70%¹.

Reducing traffic speed and density makes our streets and public places more pleasant to be. It instantly becomes easier to cross the road, less noisy and a more sociable environment to linger. It is also easier for pedestrians and cyclists to enjoy the same direct and safe routes for their journeys as motorists. By adopting this 'level playing field' approach to speed limits, local authorities can encourage pedestrians to take to their streets.

20 mph limits are also associated with higher levels of walking. Research into the impact of 20mph zones² has found that levels of walking and cycling rose significantly when vehicle speeds are reduced. For example, research of 20 mph speed limits in Bristol in 2009 identified a mean 23% increase in levels of walking.

There are also clear financial benefits to 20 mph. In 2010, the estimated cost to the economy of collisions in Britain was around £15 billion. Conversely, area-wide 20 mph limits are low cost and high benefit. For example, Portsmouth converted 1,200 streets in the city to 20 mph for a cost of just over half a million pounds³.

We recommend changing the default speed limit across whole areas, in order to make the quickest and most cost-effective strides towards 20 mph across Lewisham. Implementing 20 mph in a piecemeal zonal approach is both time consuming and expensive, particularly considering the current economic climate.

20 mph speed limits are already happening throughout London. Islington, Southwark, Camden, the City of London, Hackney, Lambeth and Croydon have or are planning borough-wide 20 mph speed limits including on borough controlled main roads where people live, work and shop.

¹ Living Streets (2011) 20mph Policy Briefing - 20mph brings streets to life

² <http://www.panh.ch/hepaeurope/materials/HEPA%20Walking%20and%20Cycling%20Strategy%20.pdf>

³ Living Streets (2011) 20mph Policy Briefing - 20mph brings streets to life

Living Streets is the national charity that stands up for pedestrians. With our supporters we work to create safe, attractive and enjoyable streets, where people want to walk.

As well as residential streets, the implementation of 20 mph limits on main roads in Lewisham (particularly high streets and busy town centres) will be essential to making the borough a safer and more pleasant place to walk. Current DfT Speed Limit Guidance recommends highway authorities consider main roads when implementing 20 mph limits where there are significant levels of pedestrians and cyclists.

The Mayor is introducing 20 mph speed limits on parts of the TLRN and the recent Mayor of London's Roads Task Force report⁴ recommended 20 mph limits on all 'local streets', 'high streets', 'high roads' and 'city streets'. The recently published TfL Pedestrian Safety Action Plan⁵ commits to supporting more boroughs to introduce 20 mph limits.

We thank you once again for inviting us to make this submission.

Tom Platt
London Manager
Living Streets
Tom.platt@livingstreets.org.uk

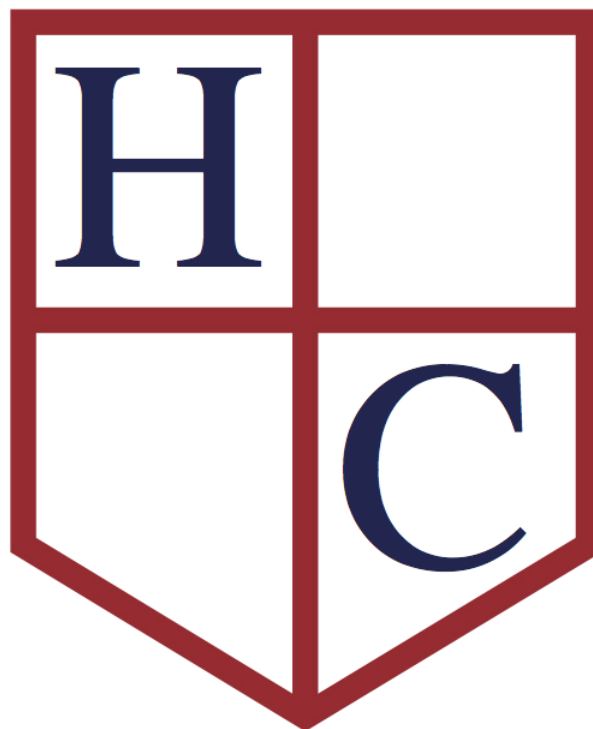
⁴ The Roads Task Force Report (2013), published by TfL

⁵ TfL (2014) Pedestrian Safety Action Plan

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2013/14 School travel and accreditation plan for Holy Cross Catholic Primary School

London Borough of Lewisham



Accreditation record

2015 Gold Level
2014 Gold Level
2013 Gold Level
2012 Gold Level
2011 Gold Level

2010 Silver Level
2009 Silver Level
2008 Not Accredited
2007 Not Accredited

Basic Information

Staff Contact Details

Lead school contact name	Linda Slattery
Lead school contact email	lslattery3.209@lgflmail.org
Optional school contact name (1)	Mary Collins
Optional school contact email (1)	mcollins2.209@lgflmail.org
Optional school contact name (2)	
Optional school contact email (2)	

School Details

Name of school	Holy Cross Catholic Primary School
Telephone number	0208 698 2675
E-mail address	lslattery3.209@lgflmail.org
Street	Culverley Road
Town	London
County	
Postcode	SE6 2LD
Borough	Lewisham
Website	www.holycross.lewisham.sch.uk
DFE Number	209/3661
Type of school	Primary
Category of school	Voluntary Aided - Other
Age range	3 - 11
Number of students including nursery	261
Number of staff full time and part time	40
Catchment area	Holy Cross Catholic Primary School lies within the residential area of Catford. Its boundaries stretch across the busy town centre, the very busy A21 and A205 South Circular commuter routes to London and the South East as far as Catford and Catford Bridge stations and the borders of Lewisham Hospital. In the other direction the boundaries go out to Bellingham Road and Verdant Lane.
Please provide details of any expansion plans or changes to student school times	No expansion plans or changes to student school times at present.
Bus routes	160, 181, 284, 136, 208, 320

School Opening Times

School site opening time	07.00
School site closing time	19.00
Breakfast club start time (if applicable)	N/A
Student's official school start time	08.55
Student's official school finish time	15.15
Enrichment / Extended school's finish time	17.00

Cycle Parking Facilities

"Covered Sheffield Stand" cycle parking spaces	0
"Sheffield Stand" cycle parking spaces	10
"Cycle Racks" cycle parking spaces	20
Cycle parking lockers	0
"Cycle-pod" or "Mini-pod"	0
Scooter parking spaces	10
Other cycle parking spaces	4

Other School Transport Facilities

Staff parking spaces	15
Staff car share spaces	0
Disabled parking spaces	2
Visitor car-parking spaces	0
Coach parking spaces	No
Student storage lockers	0
Staff storage lockers	24
Staff shower facilities	Yes
Engineering measures in and around the school site	Since our STP 2011, flashing school signs with neon speed limit have been installed in both directions close to the Sangley Road entrance of our school. Road signs close to the Culverley Road school entrance have been moved for better visibility and road markings have been repainted. Although these improvements are very welcome, Holy Cross School still strongly believes that our pupils would have a safer end to their journey to school if a crossing or raised island were to be installed close to the Sangley Road school entrance.

Working group members	Linda Slattery	STP Champion
	Mary Collins	Head Teacher
	Mary Riley	Deputy Head Teacher
	Jean Wilson	Bursar
	Giovana Finaldi	Teacher
	Jackie Webster	Teacher
	Zoe Whitten	Teacher
	John Watmore	Premises Manager
	Liz Brooker	Road Safety Officer
	Graham Curtis	Road Safety Officer
	Ben Cones	Junior Travel Ambassador (JTA)
	Maryann Dullaghan	Junior Travel Ambassador (JTA)

Other Information

Any other relevant information Rushey Green School is down the road which causes additional congestion locally.



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Survey Results

Pupil Survey Results

Responses: 259
Response Rate: 100
Date: 01-SEP-13
Survey completed by

	Car	Car Share	Park and Stride	DLR	Rail	Tram	Tube	Public Bus	School Bus	River	Cycle	Buggy	Scooter	Walking
Actual 2013/14	68	0	0	0	0	0	0	26	0	0	13	0	27	125
	(26%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(10%)	(0%)	(0%)	(5%)	(0%)	(10%)	(48%)
Actual 2012/13	68	1	8	0	0	0	0	25	0	0	21	0	26	112
	(26%)	(0%)	(3%)	(0%)	(0%)	(0%)	(0%)	(10%)	(0%)	(0%)	(8%)	(0%)	(10%)	(43%)
Preferred 2013/14	68	0	0	0	0	0	0	26	0	0	13	0	27	125
	(26%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(10%)	(0%)	(0%)	(5%)	(0%)	(10%)	(48%)
Preferred 2012/13	31	9	2	3	0	0	0	16	0	0	108	0	22	59
	(12%)	(4%)	(1%)	(1%)	(0%)	(0%)	(0%)	(6%)	(0%)	(0%)	(43%)	(0%)	(9%)	(24%)

Commentary on results: Car use has remained stable since last year, however if considering park and stride involves driving the over-all use of car has dropped.



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Survey Results

Staff Survey Results

Responses: 45

Response Rate: 113

Date: 01-SEP-13

Survey completed by Staff ()

	Car	Car Share	Park and Stride	DLR	Rail	Tram	Tube	Public Bus	School Bus	River	Cycle	Buggy	Scooter	Walking
Actual 2013/14	26	0	0	0	0	0	0	3	0	0	0	0	0	16
	(58%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(7%)	(0%)	(0%)	(0%)	(0%)	(0%)	(36%)
Actual 2012/13	20	0	0	0	0	0	0	3	0	0	1	0	0	15
	(51%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(8%)	(0%)	(0%)	(3%)	(0%)	(0%)	(38%)
Preferred 2013/14	26	0	0	0	0	0	0	3	0	0	0	0	0	16
	(58%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(7%)	(0%)	(0%)	(0%)	(0%)	(0%)	(36%)
Preferred 2012/13	9	0	0	0	0	0	0	0	0	0	3	0	0	27
	(23%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(8%)	(0%)	(0%)	(69%)

Commentary on results: Car use is prevalent among staff due to living far away from school.



School Consultation

Planned Consultations

Category	Details	Planned Date	Documents
HS1. Set up a school working group	Ensure that STP working party meet at least twice a year, to ensure all stakeholders views are included, initiatives discussed and updated.	JULY 2015	
HS3. Meetings with governors, staff, senior management team and school council	The STP is mentioned at relevant Governor meetings i.e School Improvement Plan, STAR Gold Accreditation - although not always minuted. Plan to ensure STP is discussed and minuted at least once a year on completion .	DECEMBER 2014	
HS4. Involve pupils in the travel plan process	We will continue to keep our School Council and JRSO's actively involved in updating the travel activity of the school through collecting data for surveys, promoting and running walking and cycling competitions throughout the year and assisting the Lewisham Road Safety Officer in promoting a safe journey to school.	JULY 2015	
HS4. Involve pupils in the travel plan process	Continue to involve JRSOs to help to run competitions, collect the monthly figures for WoW and distribute the monthly badges. They can also help to collect the hands up surveys data that forms part of the current STP.	JULY 2015	
O5. The travel plan to be an item on the governors' annual general meeting	Ensure that when STP is discussed at Governor meetings - it is minuted on a regular basis.	JULY 2015	
O6. Include safe and active travel in the School Improvement Plan	The STP Action Plan forms a part of the 2015 School Improvement Plan.	JULY 2015	



School Consultation

Completed Consultations

Category	Details	Completion Date	Documents
HS1. Set up a school working group	Our STP working party includes our Premises Manager, Enrichment Co-ordinator, parents and JRSOs. Our new Headteacher joins the working party for 2013. No evidence available as meetings are not minuted at present.	JULY 2012	
HS3. Meetings with governors, staff, senior management team and school council	The whole school community is involved with the travel activity of the school and are kept informed through the weekly Newsletter, promotional information, meetings and whole school assemblies.	JULY 2013	
HS3. Meetings with governors, staff, senior management team and school council	The STP is mentioned at relevant Governor meetings i.e School Improvement Plan, STAR Gold Accreditation.	JULY 2012	
HS4. Involve pupils in the travel plan process	N/A	JULY 2012	
HS4. Involve pupils in the travel plan process	Our School Council and JRSOs are actively involved in updating the travel activity of the school through collecting data for surveys, promoting and running walking and cycling competitions throughout the year and assisting the Lewisham Road Safety Officer in promoting a safe journey to school.	JULY 2013	
HS4. Involve pupils in the travel plan process	Our JRSOs help to run competitions, collect the monthly figures for WoW and distribute the monthly badges. They also collect the hands up surveys data that forms part of the current STP.	MARCH 2013	

HS5. In-depth research and consultation	Consultation with parents was planned for this STP year. Unfortunately due to lack of time the planned parent survey was not sent out to parents/carers. Parents instead were asked in the school newsletter.	JULY 2013	
HS6. Consult parents / guardians on travel and transport issues	Promotion of the school ethos and it's commitment to sustainability, including travelling to school, parking around the school, the WoW scheme and cycling to school safely are all promoted at new parents meetings. Copies of the school prospectus are also handed out.	MARCH 2013	
O3. Make residents and neighbours aware of the school's plans	Holy Cross School does not at present consult with residents and neighbours re the STP, although many local neighbours and resident are parents and carers of our pupils and so will be aware of initiatives and plans. Many members of the Holy Cross Parish read the school Newsletter and so may also be aware of initiatives and plans	JULY 2013	
O5. The travel plan to be an item on the governors' annual general meeting	At present the STP is discussed at Governor meeting - but not necessarily minuted.	JULY 2013	
O6. Include safe and active travel in the School Improvement Plan	The STP Action Plan forms a part of the 2011 School Improvement Plan.	JULY 2013	



Issues

Current Issues

Category	Date identified	Details	How identified	Solutions	Documents
Road Safety	MARCH 2014	Road Safety on Sangley Road. Lack of crossing point. Restricted visibility both sides of the road due to bus stops. Speed and volume of traffic at peak times.	Identified through staff, parents and governor observations. Injury to pupil crossing Sangley Road.	Installation of crossing point.	
Cycling	JANUARY 2014	Pupils cycling to school without a protective helmet.	Through spot checks of cyclists.	Regular reminders to parents in weekly Newsletters. Continue with spot checks. Parents of pupils cycling without helmets contacted. Lewisham Road Safety Officer to discuss cycling road safety with pupils during a targeted assembly.	
Parking	MARCH 2014	Parking issues related to inconsiderable parking by some parents and carers before and after school.	Identified in original STP.	Continuation of CCTV vehicle presence. Visible presence of Local Metropolitan Police Support Team. School to actively discourage poor parking behaviour through pupil lead high profile campaign. poor parking issues noted in weekly Newsletter.	



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Issues

Resolved Issues

There are no resolved issues entered for this school



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Targets

Survey Data

	Car	Car Share	Park and Stride	DLR	Rail	Tram	Tube	Public Bus	School Bus	River	Cycle	Buggy	Scooter	Walking
Actual 2013/14	68	0	0	0	0	0	0	26	0	0	13	0	27	125
	(26%)	(0%)	(0%)	(0%)	(0%)	(0%)	(0%)	(10%)	(0%)	(0%)	(5%)	(0%)	(10%)	(48%)

Current Targets

Type	Non modal shift	Current	Target	Date
Car		26	23	APRIL 2015
Cycle		5	6	APRIL 2015



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Targets

Completed Targets

There are no completed targets entered for this school



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Initiatives

Current Initiatives - Walking, Cycling & Road Safety

Initiative	Owner	Actions	Planned date
A2. WoW	Linda Slattery	Holy Cross School will continue to take part in the WoW scheme during the following year.	APRIL 2015
A2. WoW	Linda Slattery	Holy Cross School will continue to take part in the WoW scheme during the following year.	APRIL 2015
A2. WoW	Linda Slattery	Holy Cross has continued to take part in the popular WoW scheme this year, with all classes completing their monthly WoW chart. The Junior Road Safety Officers are involved in collecting the data and issuing the badges each month. The WoW plaque is awarded to the class with the highest number of walkers for the month.	JULY 2015
A3. WTSW	Linda Slattery	We plan to continue to promote and take part in Walk to School Week. Poster competitions and quizzes will be used to promote the event. Prizes will be given out to pupils, hopefully funded through the Small Grants Scheme.	JUNE 2014
A8. Walking trip	Class teachers/Parent helpers	ONGOING. Nursery and KS1 & KS2 pupils walk to local shops/parks/theatre.	JULY 2014
A13. Cycle training for adults	LBL Road Safety Team	Road safety team coming in April/May.	JUNE 2014

A14. Cycle training for pupils	Bike it officer.	ONGOING. Holy Cross School plans to continue to take part in Bike It training for our pupils during 2014/15 and annually takes up the offer of Bikeability training for our Year 6 pupils.	JULY 2015
A15. Junior Citizen event	Year 6 teachers	Our Year 6 Class Teacher plans to take our Year 6 pupils to the next Junior Citizenship event.	OCTOBER 2014
A16. JRSOs (KS1/2)	Linda Slattery	ONGOING. Our JRSOs are chosen from our Year 6 pupils and are selected due to their commitment to walking or cycling. Throughout the year, the JRSOs are involved in organising and running various competitions, such as: Walk to School Week, Walk to School Month and The Big Pedal. They also collect data for surveys and WoW and distribute monthly badges for the scheme. JRSOs have also attended the STAR Accreditations where Holy Cross received an outstanding award.	SEPTEMBER 2014
A26. Bikers breakfast	Bike it officer/Linda Slattery	Holy Cross School plans to continue to hold termly Bike It Breakfasts for all children who cycle into school that day. Where possible the breakfasts will coincide with cycling events. Small prizes are also given out, hopefully funded through The Small Grants Scheme - Lewisham.	JULY 2015



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Initiatives

Current Initiatives - Smarter Driving

Initiative	Owner	Actions	Planned date
A39. Promote the Highway Code	Mary Collins	ONGOING. Road safety assemblies. Holy Cross school regularly reminds parents to park responsibly when dropping off and picking up their children from school. Persistent offenders are targeted and spoken to by the Headteacher. We have a installed (Summer Term 2011) flashing school sign with speed reduction sign close to our Sangley Road entrance and repositioned speed limit signs close to our Culverley Road entrance. (See STP 2011 Action Plan). Prospectus actively discourages driving to School	JULY 2014



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Initiatives

Current Initiatives - Public Transport

Initiative	Owner	Actions	Planned date
A42. Use PT for school trips	Linda Slattery	ONGOING Holy Cross School regularly makes use of the TFL School Party Scheme for school trips and outings, helping to reduce our Carbon Footprint and help to reduce the cost of trips for our parents and carers.	JULY 2015
A43. Promote public transport	Mary Collins	ONGOING. Holy Cross School promotes the use of public transport through a variety of methods e.g by its use of the TFL School Party Scheme for many outings and trips, the School Prospectus and website and at new parents meetings and when visitors are travelling to the school.	JULY 2015
A45. Safety & Citizenship talk	Giovana Finaldi	ONGOING. Our Year 6 pupils annually attend a local Junior Citizenship event at Lee Fire Station with other local primary schools.	OCTOBER 2014
A48. Other PT initiative	LBL	Lewisham Education employees are offered loans for travel season tickets etc.	JULY 2015



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Initiatives

Current Initiatives - Promotion

Initiative	Owner	Actions	Planned date
PR1. Newsletter	HT/SAO/Linda Slattery	ONGOING A regular Newsletter goes out to parents, staff and Governors. The Newsletter is also uploaded to the Holy Cross School website. All events, competitions and initiatives are featured within the Newsletter.	JULY 2015



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Initiatives

Current Initiatives - Partnerships

Initiative	Owner	Actions	Planned date
PT7. Other partnership	Linda Slattery	ONGOING. Basic cycle training, Bike it etc. Holy Cross School plans to continue to work with the Lewisham Road Safety Team who come into school to do termly Road Safety assemblies and offer advice on other sustainable transport issues. We also plan to continue to work with London Fire Brigade visiting our Year 2 and Year 5 pupils as part of their schools Fire Safety Educational Workshops.	JULY 2015



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Initiatives

Current Initiatives - Funding

Initiative	Owner	Actions	Planned date
F2. If applicable, provide information or evidence on how the school has spent other funding from the Local Authority (Small claim grants...)	Linda Slattery	Holy Cross School plans to apply to the Borough of Lewisham for funding through the Small Claims Grants for funding of: theatre production and promotional materials such as posters, prizes, competition sheets, certificates and letters.	SEPTEMBER2014



Initiatives

Completed Initiatives - Walking, Cycling & Road Safety

Initiative	Owner	Actions	Completed date	Comments / results	Documents
A1. Big Walk	Liz Brooker		NOVEMBER 2011	Holy Cross school took part in the Lewisham Big Wow Olympic Torch Walk to Lewisham Town Hall, carrying the Olympic Torch from the 1954 Olympics on the final leg of the journey.	<ul style="list-style-type: none">● 1320402437● 100_7389● 100_7480● 100_7410● 100_7412● 100_7430● 100_7442● 100_7400
A2. WoW	Linda Slattery		APRIL 2013	Holy Cross has continued to take part in the popular WoW scheme this year, with all classes completing their monthly WoW chart. The Junior Road Safety Officers are involved in collecting the data and issuing the badges each month. The WoW plaque is awarded to the class with the highest number of walkers for the month.	<ul style="list-style-type: none">● 1315564429
Page 28 WTSW	Linda Slattery		JUNE 2012	Holy Cross School annually takes part in Walk to School week. We hold a poster competition with prizes for the winners and certificates for any pupils who have walked to school every day during Walk to School Week.	<ul style="list-style-type: none">● 100_7652● SCAN0061● Walk to School Wee...● 1308918402● 1310382613● SCAN0056● SCAN0058

A4. WTSM	Linda Slattery		OCTOBER 2013	Holy Cross School annually takes part in Walk to School Month. Weekly competitions and a poster competition will be held throughout the month. Prizes will be awarded to all winners.	
A4. WTSM	Linda Slattery		OCTOBER 2012	Holy Cross School annually takes part in Walk to School Month. Weekly competitions and a poster competition was held throughout the month. Prizes were awarded to all winners.	<ul style="list-style-type: none"> ● SCAN0062 ● 1321008115 ● 1317978155 ● SCAN0063 ● SCAN0064 ● 1318586872
A5. Other event/comp	Linda Slattery		MAY 2011	Holy Cross school took part in the Giant Walking Bus - world record attempt annually held by Brake Head Injury, the charity that helps families that have lost loved ones on the roads. Holy Cross School has also taken part in a Sponsored Walk to raise funds for our twinned school in Grenada.	<ul style="list-style-type: none"> ● 100_2200 ● 1307708813 ● 100_2189 ● 100_2220 ● 1303991342 ● SCAN0065 ● 100_2187
A8. Walking trip	Class teachers/Parent helpers		APRIL 2013	ONGOING. Nursery walks to local shops/parks/theatre.	
A8. Walking trip	Mary Riley		MAY 2011	Throughout the year staff and parents and children have taken part in sponsored walks to raise funds for a variety of causes including Cancer charities and our school PTA.	<ul style="list-style-type: none"> ● 130589166984 ● 1305281244
A9. Scooter storage request	Linda Slattery		MAY 2011	Scooter storage was installed in May 2011, funded through the Lewisham Small Grants Scheme 2010.	<ul style="list-style-type: none"> ● 100_4156

A11. Pedestrian skills train	Graham Curtis		JUNE 2011	Holy Cross took part in Peer to Peer training, a pilot scheme ran by the Lewisham Road Safety Team. Our Year 5 pupils worked with our Road Safety officer for six sessions, culminating with the pupils passing their road safety knowledge onto our Year 1 and Year 2 pupils through role play, Q & A session and quizzes.	<ul style="list-style-type: none"> ● Graham Curtis54 ● Peer to Peer Train... ● Untitled97
A14. Cycle training for pupils	Bike it officer.		APRIL 2013	ONGOING. Holy Cross School has been lucky enough to have received Bike It training for our Year 4 - 6 pupils during 2011 and annually takes up the offer of Bikeability training for our Year 6 pupils. When offered we also take up the offer of Basic cycle training for our Year 5 pupils.	<ul style="list-style-type: none"> ● 130770881346 ● 130770881381 ● 1305891669 ● 131038261344
A15. Junior Citizen event	Year 6 teachers		APRIL 2013	ONGOING. Our Year 6 pupils annually attend Junior Citizenship events.	<ul style="list-style-type: none"> ● Junior Citizenship...
A16. JRSOs (KS1/2)	Linda Slattery		SEPTEMBER2011	ONGOING. Our JRSOs are chosen from our Year 6 pupils and are selected due to their commitment to walking or cycling. Throughout the year, the JRSOs are involved in organising and running various competitions, such as: Walk to School Week, Walk to School Month and The Big Pedal. They also collect data for surveys and WoW and distribute monthly badges for the scheme. JRSOs have also attended the STAR Accreditations where Holy Cross received an outstanding award.	<ul style="list-style-type: none"> ● 1316771465 ● 100_7379 ● 100_7372 ● STP Awards26 ● 100_735845
A17. Children's Traffic Club	Jean Wilson		DECEMBER 2011	Holy Cross annually distribute Children's Traffic Club booklets to our morning and afternoon nursery children.	<ul style="list-style-type: none"> ● SCAN0080 ● SCAN0085

A18. Cycle parking/cycle pod request	Linda Slattery		SEPTEMBER2009	Holy Cross school has cycle parking for 34 bikes. This was part funded by The Mayors Fund 2009 and part funded through the Lewisham Small Grants Scheme 2010.	<ul style="list-style-type: none"> ● 100_3275 ● IMG_1069
A20. Cycling in curriculum	Bike it officer.		APRIL 2013	During summer term work will be linked to Bike it.	
A20. Cycling in curriculum	Linda Slattery		APRIL 2012	When available our Year 5 pupils have received a one day Basic Cycle Training Course from the Lewisham Road Safety Team.	<ul style="list-style-type: none"> ● Booking confirmati... ● Cycling Year 5 - L...
A23. Cycling comp/challenge	Linda Slattery		MARCH 2013	ONGOING. Holy Cross School takes part in The Big Pedal (virtual bike race) and holds a cycle poster competition during the event. Prizes are awarded to poster competition winners. Pupils that attend Bike It Breakfasts are also given the opportunity of taking part in word searches, crosswords, puzzles etc and will receive small prizes.	<ul style="list-style-type: none"> ● 1333109394 ● 133069562353 ● SCAN0034 ● SCAN0033 ● 1330695623 ● SCAN0048 ● SCAN0050 ● 133310939444 ● SCAN0052 ● SCAN0053
A25. Bike week	Bike it officer/Linda Slatteru		APRIL 2013	Bike it officer will be facilitating activities.	
A26. Bikers breakfast	Linda Slattery		APRIL 2013	ONGOING. Bike It Breakfasts are held termly. When possible they will be timed to co-incided with a cycling event such as; The Big Pedal and Bikeability training.	<ul style="list-style-type: none"> ● IMG_0422 ● IMG_0423 ● IMG_0424 ● IMG_0421 ● 100_7316 ● IMG_0419 ● IMG_0417 ● 100_7650 ● 132040243788 ● IMG_0425 ● IMG_0426 ● 132100811565
A27. Bike maintenance session	Bike it officer.		MAY 2013	Yr5 having sessions in summer term.	<ul style="list-style-type: none"> ● Holy Cross Mainten...

A28. Cycle club	Linda Slattery		MAY 2011	During the 2011 Summer Term our Bike It Officer held a Bike Club for pupils. Included in these sessions were bike maintenance, puncture repairs, various cycling skills and games.	<ul style="list-style-type: none"> ● Bike Club Letter78 ● Holy Cross Mainten... ● 130399134288 ● 130399134285
A29. Other initiative	Linda Slattery		MAY 2011	Our Foundation Stage pupils took part in 'The Big Scoot' a fundraising event to raise money for our twinned school in Grenada	<ul style="list-style-type: none"> ● 100_5417 ● 130589166938 ● 100_5488 ● SCAN0075 ● 130528124489 ● 100_5432
A29. Other initiative	Linda Slattery		APRIL 2013	ONGOING. Big pedal, Bike it, Poster comps etc	
A30. Other cycling initiative	Linda Slattery		MAY 2011	Parents, children, staff and members of the Holy Cross Parish took part in a Sponsered Walk to Greenwich, to raise funds for our twinned school in Grenada.	<ul style="list-style-type: none"> ● 130528124436 ● 130589166977
A31. Other RS initiative	Jean Wilson		MAY 2011	One of our parents took part in a 3 day sponsored cycle ride from Morecombe to Bridlington (The Rose of to raise funds for The Jimmy Mizen Foundation a local charity that the school has supported and have links with.	<ul style="list-style-type: none"> ● 130399134210



STAR-Track
Accredited and Recognised



Initiatives

Completed Initiatives - Smarter Driving

Initiative	Owner	Actions	Completed date	Comments / results	Documents
A38. Lobby for speed reduction	LBL engineers/Linda Slattery		MAY 2011	Flashing signs installed on Sangley Road	
A39. Promote the Highway Code	Mary Collins		MAY 2013	ONGOING. Road safety assemblies. Holy Cross school regularly reminds parents to park responsibly when dropping off and picking up their children from school. Persistent offenders are targeted and spoken to by the Headteacher. We have a recently installed (Summer Term 2011) flashing school sign with speed reduction sign close to our Sangley Road entrance and repositioned speed limit signs close to our Culverley Road entrance. (See STP 2011 Action Plan). Prospectus actively discourages driving to School	<ul style="list-style-type: none">● 1332508289● 131797815523● 1316623900● 133190176695



STAR-Track
Accredited and Recognised



Initiatives

Completed Initiatives - Public Transport

Initiative	Owner	Actions	Completed date	Comments / results	Documents
A42. Use PT for school trips	Linda Slattery		MAY 2013	ONGOING Holy Cross School regularly makes use of the TFL School Party Scheme for school trips and outings, helping to reduce our Carbon Footprint and help to reduce the cost of trips for our parents and carers.	<ul style="list-style-type: none"> ● Friday 13th Januar... ● STP Awards ● IMG_0766
A43. Promote public transport	Mary Collins		APRIL 2013	ONGOING. Holy Cross School promotes the use of public transport through a variety of methods e.g by its use of the TFL School Party Scheme for many outings and trips, the School Prospectus and website and at new parents meetings and when visitors are travelling to the school.	<ul style="list-style-type: none"> ● IMG_076624 ● Final Colour Schoo...
A44. Use transition resources	Linda Slattery		JUNE 2012	ONGOING TFL Upgrade7 online transition resources have been handed out to our previous Year 6 pupils.	<ul style="list-style-type: none"> ● SCAN0083 ● SCAN0039
A45. Safety & Citizenship talk	Giovana Finaldi		APRIL 2013	ONGOING. Our Year 6 pupils annually attend a local Junior Citizenship event at Lee Fire Station with other local primary schools.	<ul style="list-style-type: none"> ● Junior Citizenship...

A46. Promote resp bhvr on PT	Mary Collins		MAY 2013	ONGOING All Holy Cross School pupils are expected to behave responsibly when using public transport and are taught about the dangers and problems that may arise from not doing so. Responsible behaviour is also promoted through the Junior Citizenship scheme.	<ul style="list-style-type: none"> ● Junior Citizenship...
A47. Private coaches location	Linda Slattery		JUNE 2012	Risk assessments are produced for all school trips and take into account the travel arrangements. When using private coaches the importance of a safe drop off and pick up point is included.	<ul style="list-style-type: none"> ● Risk Assessment - ...
A48. Other PT initiative	LBL		APRIL 2013	Lewisham Education employees are offered loans for travel season tickets etc.	



Initiatives

Completed Initiatives - Promotion

Initiative	Owner	Actions	Completed date	Comments / results	Documents
PR1. Newsletter	HT/SAO/Linda Slattery		MAY 2013	ONGOING A regular Newsletter goes out to parents, staff and Governors. The Newsletter is also uploaded to the Holy Cross School website. All events, competitions and initiatives are featured within the Newsletter.	<ul style="list-style-type: none">● 130770881315● 132100811527● 130891840266● 131038261381● 1331901766
PR3. Competitions	Linda Slattery		APRIL 2013	ONGOING Throughout the school year Holy Cross School holds a variety of competitions, many of which are related to the STP and sustainable travel. Competitions are held during Walk to School Week, Walk to School Month and The Big Pedal.	<ul style="list-style-type: none">● SCAN004884● SCAN0049● 1331290757● SCAN005228● SCAN005029
PR4. Assembly	HT/SAO/Linda Slattery		APRIL 2013	ONGOING All competitions are advertised during whole school assemblies. The winners are announced and prizes given out to ensure that the whole school can celebrate with the winners.	<ul style="list-style-type: none">● IMG_0055

PR5. Parent/induction evenings	HT/SAO/Linda Slattery		APRIL 2013	ONGOING. Promotion of the school ethos and it's committment to sustainability, including travelling to school, parking around the school, the WoW scheme and cycling to school safely are all promoted at new parents meetings. Copies of the school prospectus are also handed out.	<ul style="list-style-type: none"> ● Final Colour Schoo...
PR9. Letter from HT to parents	HT		APRIL 2013	ONGOING Headteachers letter features in regular Newsletter	
PR12. Parent coffee mornings	Linda Slattery		APRIL 2013		
PR2. Notice Board	Linda Slattery		APRIL 2013	ONGOING Posters are displayed around the school for our pupils, parents, carers, staff and visitors to help promote an event or competition.	<ul style="list-style-type: none"> ● Sustrans-Big-Pedal... ● Walk to School Mon...
PR6. Information on the website	Mary Collins		APRIL 2013	ONGOING The weekly Newsletter is uploaded to the Holy Cross School website with information on events, trips, competitions and winners. Photographs of events, trips and competitions are also displayed in the Gallery on the school website. The Holy Cross School website also contains the School Prospectus on the Information for Parents page, actively promoting sustainable travel when travelling to Holy Cross School.	<ul style="list-style-type: none"> ● website
PR8. Within the Prospectus	HT		APRIL 2013	ONGOING. Holy Cross School promotes the use of public transport when travelling to Holy Cross School and the difficulties of parking around the local area.	<ul style="list-style-type: none"> ● 131662390022

PR11. Local media	Linda Slattery		APRIL 2013	ONGOING Whenever possible Holy Cross School promotes its achievements through our local media including Lewisham Life (a local residents magazine) and The Catholic Crier (a Catholic publication sent to all Catholic schools).	<ul style="list-style-type: none"> ● 523 ● SCAN0067
PR13. Sharing w/other schools	Linda Slattery		OCTOBER 2011	Holy Cross School was invited to create a short presentation for the 2011 STP Accreditation Awards. The theme of the presentation was the success of Bike It, Bikeability and the legacy of pupils cycling to school.	<ul style="list-style-type: none"> ● TEACHER PRESENTATI...
PR15. Other promotion method	Linda Slattery		NOVEMBER 2011	Holy Cross School was visited by the MAD Stunt Cycle Team during the Autumn Term 2011. The skills that the stunt cyclists achieved and the stunts they performed were an obvious winner with our pupils.	<ul style="list-style-type: none"> ● SCAN0042 ● 100_7688 ● SCAN0040 ● 100_7665 ● SCAN0041 ● 100_7692



Initiatives

Completed Initiatives - Curriculum

Initiative	Owner	Actions	Completed date	Comments / results	Documents
C1. School does competitions	Linda Slattery		MARCH 2013	ONGOING Holy Cross School takes part in a variety of competitions throughout the year. This year during the Big Pedal (virtual bike race) we held a design your own bike poster competition.	<ul style="list-style-type: none"> ● SCAN004938 ● SCAN005312
C3. Focus on the Environment	Zoe Whitten		APRIL 2013	ONGOING During the Summer Term our Nursery (Foundation Stage 1) focus on concern for other living things and the environment through a variety of different learning experiences.	<ul style="list-style-type: none"> ● SCAN0043 ● SCAN0036 ● SCAN0088 ● SCAN0037
C4. Active travel and health	Sarah Mole		JUNE 2011	Walk to School Week and Health Week were held at the same time last year, incorporating the links between health, exercise and walking, scooting and cycling.	<ul style="list-style-type: none"> ● SCAN0054
C5. Green active travel	Jackie Webster		SEPTEMBER2011	During the Autumn Term 2011, our Year 1 pupils looked at travel, jounries both near and far, routes and buildings.	<ul style="list-style-type: none"> ● SCAN0090
C6. Theatre in Education	Linda Slattery		FEBRUARY 2012	Holy Cross received a visit from 'The Riot Act' Theatre in Education, fund through the Small Claims Grant funded by Lewisham Council.	<ul style="list-style-type: none"> ● SCAN003526

C8. Just a journey (KS2)	Mary Collins		OCTOBER 2011	Holy Cross School was asked by the Lewisham Road Safety Team to write a quote to be used in a Press Release regarding the Tales of the Road initiative.	<ul style="list-style-type: none"> ● Tales of the Road ... ● The Tales of the R... ● Please help
C13. Other curriculum work	Linda Slattery/Reception class teachers		APRIL 2013	ONGOING Resource packs/cd's sent out to all nursery parents	



Initiatives

Completed Initiatives - Partnerships

Initiative	Owner	Actions	Completed date	Comments / results	Documents
PT1. Work with Police/SNT	Linda Slattery		APRIL 2013	ONGOING We have annual visits from the Safer Neighbourhood Team to all KS2 classes to talk to them about different themes i.e stranger danger, 999 emergency and bullying. They have also visited our Nursery and Reception Class during their topic 'People who help us'. The mounted police visited school last summer with one of their horses.	<ul style="list-style-type: none"> ● 100_0581 ● SCAN0038
PT2. Work w/Members/Mayor/MPs	Linda Slattery		APRIL 2013	ONGOING School council meeting with our local MP Heidi Alexander at the houses of parliament and she has visited Holy Cross School to talk to the KS2 children about the responsibilities of being a Member of Parliament.	<ul style="list-style-type: none"> ● 100_7525 ● 100_7576 ● 100_7567
PT3. Eco School status	Mary Collins		MAY 2011	Holy Cross School achieved the Eco Schools Silver Award in June 2010. We continue to work towards the Eco Awards Green Flag - See Action Plan STP 2011	<ul style="list-style-type: none"> ● stp final aug 11
PT4. Healthy Schools status	Sarah Mole		MAY 2010	Holy Cross School achieved Healthy Schools status in May 2010.	<ul style="list-style-type: none"> ● SCAN0074

PT5. Work w/local charities	Linda Slattery		JUNE 2011	Holy Cross school took part in the Giant Walking Bus - world record attempt annually held by Brake Head Injury, the charity that helps families that have lost loved ones on the roads.	<ul style="list-style-type: none"> ● Giant Walking Bus ● 100_2188 ● 100_2197 ● 100_2213 ● 100_218742
PT5. Work w/local charities	Linda Slattery		APRIL 2013	Worked with St Christophers Hospice Patients on joint art projects. Mosaic completed by patients and our Year 5 pupils hangs in the school hall. Our 2012 Christmas fundraising was for the Cystic Fibrosis Unit at Kings College Hospital. This included carol singing at Tesco Store, Catford.	<ul style="list-style-type: none"> ● IMG_2202 ● IMG_0234
PT7. Other partnership	Linda Slattery		APRIL 2013	ONGOING. Basic cycle training, Bike it etc. Holy Cross School works with the Lewisham Road Safety Team who come into school to do termly Road Safety assemblies and offer advice on other sustainable transport issues. Our RSO has also introduced Peer to Peer training, a new scheme where our Year 5 pupils were able to deliver road safety advice to our KS1 pupils. The London Fire Brigade annually visits our Year 2 and Year 5 pupils as part of their schools Fire Safety Educational Workshops.	<ul style="list-style-type: none"> ● Graham Curtis ● Untitled ● Peer to Peer Train... ● Road Safety Assemb... ● It is a priority o... ● FW LFB EDUCATIONAL...
PT6. Generation Green register	Ito Ibuno		JUNE 2011	Holy Cross School has registered with Generation Green and has had the Generation Green Dashboard installed on the server.	<ul style="list-style-type: none"> ● SCAN004357 ● SCAN003765 ● SCAN003644



Initiatives

Completed Initiatives - Funding

Initiative	Owner	Actions	Completed date	Comments / results	Documents
F1. Details are included on how any funding allocation of the capital grant and other funding made available from Transport for London has been spent	John Watmore		APRIL 2009	Capital Grant funding was received during 2008/2009. The funding was used to provide shelter for the protection of our parents and carers when collecting pupils from school during bad weather. Match funded by Holy Cross PTA.	<ul style="list-style-type: none"> ● SCAN0066
F2. If applicable, provide information or evidence on how the school has spent other funding from the Local Authority (Small claim grants...)	Linda Slattery		JULY 2011	Holy Cross School applied to the Borough of Lewisham for funding through the Small Claims Grants and were successful for the funding of: high visibility vests, 'The Riot Act' theatre production and promotional materials such as posters, prizes, competition sheets, certificates and letters.	<ul style="list-style-type: none"> ● 102_8543 ● 102_8526 ● SCAN0055 ● 102_8532 ● Walk to school mon... ● 102_8529 ● SCAN0035 ● SCAN0044 ● SCAN0045 ● SCAN0046 ● IMG_076613 ● 102_8639 ● Bike Club Letter ● 102_8522 ● 100_765280 ● 100_8081 ● 102_8629

<p>F3. The school has identified and obtained other sources of funding aside from that available from Transport for London and the local authority - provide information and evidence</p>	<p>John Watmore</p>		<p>FEBRUARY 2012</p>	<p>Holy Cross School recently applied for and was successful in receiving funding from The Rushey Green Assembly (Mayors Fund) to enhance the outlook for our pupils, parents, carers, staff and local residents by removing wooden fencing from around our Culverley Road entrance and planting shrubs to make it a more green and pleasant open space.</p>	<ul style="list-style-type: none"> ● Covering Letter - ... ● Junior Playground
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Initiatives

Completed Initiatives - Additional Information

Initiative	Owner	Actions	Completed date	Comments / results	Documents
<p>S25. This section is to be used by the school/STA/RSO to provide additional information not included within the criteria or to explain why some of the criteria could not be met. You can also use this section to state what your school has achieved.</p>	Linda Slattery		OCTOBER 2011	<p>Holy Cross Catholic School achieved an Outstanding Award at the 2011 STAR Accreditation Awards. The school has also become a Road Safety Beacon School for its efforts in ensuring that road safety remains a priority of the school. Please note that all class hands up surveys were carried out during an extended period of inclement weather - thus reducing the walking and cycling numbers when the hands up surveys were completed. Please see attached individual class breakdowns for Normal Mode of Travel as at 13-10-11 and whole school breakdown for 14-6-12 taken from the school Census. These figures do not take into account pupils cycling or scooting to school.</p>	<ul style="list-style-type: none">● SCAN008180● SCAN008264● School Census - Mo...● 100_737220● IMG_1395● SCAN0095

STAR

Outstanding Level Accreditation

To achieve **Outstanding** standard your school should demonstrate exceptional results in at least one of the following categories : **walking/scooter,cycling,road safety,public transport** or **student lead project**. Please state the category, what your school has achieved and how.

Statement submitted for the category:

Holy Cross School has had an active School Travel Plan since 2006. The school achieved a Higher Level Accreditation in 2009 and is proud to have achieved Outstanding Level Accreditation in 2011 (the first Lewisham school to have achieved this). We have also received a Beacon School Award for Road Safety. Our school is committed to the STP and incorporates all aspects of it into our everyday school life. Walking to school and the WoW scheme are a regular part of daily school life, with many children receiving their monthly WoW badges, taking part in the competitions to promote Walk to School Week and Walk to School Month. Prizes are awarded to competition winners, funded through the Small Grants Scheme. Through promotion we help to ensure that the children are also aware of the benefits to their health and to our local environment. Cycling and scooting to school has become very popular, with many children choosing cycling as their preferred method of travelling to school when completing the most recent hands up survey. Our Year 6 pupils are all keen to take part in the Lewisham Bikeability training course. We currently have a Bike It Officer working with the school that has carried out cycle training with Year 5 and plans to continue with events and curriculum work in the future. Cycling is also promoted through poster competitions, quizzes, taking part in the annual Big Pedal and termly Bike It Breakfasts. The children have all experienced riding unusual fun bikes when the Cycling Roadshow visited school and we now have trikes and bikes for our KS1 pupils to use during the school lunch break (funded by the Small Grants Scheme) to introduce them to cycling. Road Safety is very important to us and our priority is that our children travel to school safely. We work closely with the Lewisham Road Safety Team; our Road Safety Officer regularly comes into school to hold KS1 & KS2 assemblies. We have Junior Road Safety Officers who assist with the assemblies and help to run competitions and collect survey data. Theatre groups visit school to promote both sustainable travel and road safety. Whenever possible Holy Cross School promotes the use of the TFL School Party tickets scheme, with all children when out of school on trips wearing high viz vests (also funded through the Small Grants Scheme). We aim to continue to promote sustainability to our school community and aim to build on our current success.

Sign Off

Current Accreditation Level: Gold

Working Group Sign-off

Name	Role	Date
Ben Cones	Junior Travel Ambassador (JTA)	02-JUN-14
Maryann Dullaghan	Junior Travel Ambassador (JTA)	02-JUN-14
Zoe Whitten	Teacher	02-JUN-14
Jackie Webster	Teacher	02-JUN-14
Giovana Finaldi	Teacher	02-JUN-14
John Watmore	Premises Manager	02-JUN-14
Graham Curtis	Road Safety Officer	02-JUN-14
Liz Brooker	Road Safety Officer	02-JUN-14
Linda Slattery	STP Champion	02-JUN-14
Mary Collins	Head Teacher	02-JUN-14
Mary Riley	Deputy Head Teacher	02-JUN-14
Jean Wilson	Bursar	02-JUN-14

Additional comments:

Accreditation Criteria

Survey

Please note that to be accredited your school needs to have a 90% response rate from the pupils. If there is good reason why your school has not been able to achieve this please state your reasons in **Additional information**.

Modal shift away from the car must be achieved within the last three years for the **Silver level**.

Modal shift away from the car of at least 6% within the last three years is required for **Gold level**. Alternatively 90% must travel by non-car modes.

Consultation

Note: all consultation is valid for 3 years apart from the hands up surveys, which need to be carried out yearly. Only consultations that have been completed can be counted towards accreditation.

- **Bronze level** - Hands up surveys for pupils and staff only
 - **silver level** - Completed categories HS1 - HS6
 - **Gold level** - Completed all categories
-

Initiatives

Note: initiatives carried out in the previous academic year count towards **bronze** level, the last 2 years for **silver** and 3 years for **gold**. Only initiatives that have been completed are valid.

Bronze accreditation standard requirements:

10 different initiatives, from Walking, Cycling and Road Safety, Smarter Driving and Public Transport
6 different initiatives in total; at least 2 from Promotion, 3 from Curriculum and 1 from Partnerships or Funding
No evidence required

Silver accreditation standard requirements:

20 different initiatives, from Walking, Cycling and Road Safety, Smarter Driving and Public Transport
10 different initiatives in total with a minimum of 4 from Promotion, 4 from Curriculum and 2 from Partnerships or Funding
Provide a brief summary of work done and upload evidence for each initiative, such as a photo, letter, e-mail, poster or results that show the activity was done.

Gold accreditation standard requirements:

25 different initiatives in total, with a minimum of 15 from Walking, Cycling and Road Safety and the remaining from Smarter Driving and Public Transport
15 different initiatives from Promotion, Curriculum, Partnerships and Funding, with essential criteria highlighted by an asterix (*) Upload evidence for each initiative.
Upload evidence for each initiative.
Additionally, you must demonstrate an outstanding level of participation in Walking/Scooting, Cycling, Road Safety, Smarter Driving or Public Transport. Provide as much information as possible to explain how your school has gone above and beyond in one of the travel modes and displayed an innovative and creative approach with excellent results. Go to the **STAR** tab at the top of the page choose the **Category**, type in the requested information and then upload further evidence.

Sustainable Development Select Committee		
Report Title	Regeneration and Asset Management Division – Structural Re-organisation (Lewisham Future Programme – 2015/16)	
Key Decision	No	Item No. 4
Ward	All Wards	
Contributors	Director of Regeneration and Asset Management	
Class	Part 1	Date: 20 January 2015

REASONS FOR LATENESS AND URGENCY

This report was not available for the original dispatch because the timing for this report clashed with the staff consultation period for the proposed re-structure. The report is urgent and cannot wait until the next meeting because delaying it will mean the proposed structure, if accepted, cannot be implemented on time to allow the necessary savings to be made and would also impact on the delivery of the work programme of the division.

Where a report is received less than 5 clear days before the date of the meeting at which the matter is being considered, then under the Local Government Act 1972 Section 100 (b) (4), the Chair of the Committee can take the matter as a matter of urgency if he is satisfied that there are special circumstances requiring it to be treated as a matter of urgency. These special circumstances have to be specified in the minutes of the meeting.

1. Purpose:

- 1.1 A Regeneration & Asset Management Review is one of the 19 projects included within the Lewisham Futures Programme which aims to identify £95m of savings over the next three years. The division is tasked to deliver £9m as part of the programme through a number of strands, including a structural re-organisation of the division.
- 1.2 The proposals contained in this report sets out the approach being taken to structurally re-organise the Regeneration and Asset Management Division in order to realign resources in an effective way to assist with the delivery of savings as part of the Lewisham Future Programme.
- 1.3 The proposed structure is designed to be flexible whilst retaining core skills and management information. It seeks to retain key skills and provide the structure for staff to share systems and processes across the division where possible and support the delivery of corporate priorities.
- 1.4 Initial proposals were considered by Mayor and Cabinet as part of the Revenue Budget Savings Report for 2015/16 on 12th November 2014. The outline proposals were agreed subject to further work and consultation with staff and final approval by Mayor and Cabinet. This report seeks to update the Sustainable Development Select Committee on the proposals, progress to date as well as provide a timeline for

delivery.

2. Recommendations:

- 2.1 Members are invited to scrutinise these proposals and provide feedback to the Mayor ahead of the Mayor and Cabinet meeting on 11th February 2015 at which a final decision will be sought on the proposals.

3. Policy Context:

- 3.1 The Council's vision is to work together to 'make Lewisham the best place in London to live, work and learn'. This vision is set out in *Shaping our future*, Lewisham's Sustainable Community Strategy 2008-20. The contents of this report are consistent with the Council's policy framework. It supports the achievement of Lewisham's Sustainable Community Strategy priority outcome(s)

- **Empowered and responsible** – where people can be actively involved in their local area and contribute to supportive communities
- **Dynamic and prosperous** – where people are part of vibrant localities and town centres well-connected to London and beyond

- 3.2 Lewisham's core values are to:

- Put service to the public first
- Respect all people and all communities
- Invest in employees
- Be open, honest and fair in all we do.

- 3.3 Lewisham has ten enduring corporate priorities which outline the Council's distinctive contribution to the delivery of *Shaping Our Future* – Lewisham's Sustainable Community Strategy. These include: Community leadership and empowerment; Clean, green and liveable; and Strengthening the local economy.

- 3.4 The proposed structure and delivery model will ensure a commercial approach that provides new opportunities for the broadest spectrum of stakeholders in a sustainable and enduring way. The approach will offer more autonomy for the borough, which is outcome focused and has a sound knowledge base from which to deliver agreed smart outcomes.

4. Background:

- 4.1 The Lewisham Future Programme is the Council's approach to making the transformational changes necessary to reposition itself strongly for the future while living within the financial resources at its disposal. This is guided by the Council's enduring values and principles agreed in 2010 aimed at delivering significant savings and engendering greater efficiencies in the delivery of priorities across the authority.
- 4.2 As noted above, a review of Regeneration & Asset Management is one of the 19 projects included within the Lewisham Futures Programme which aims to identify £95m of savings (or net new income) over the next three years. As part of the £9m net savings which Regeneration & Asset Management Division have been asked to

identify, £600k has been determined to come from a reduction in staffing spend. This is in addition to a further saving of £250k identified within the 2014/15 savings targets which have been delayed pending this restructure. These proposals identify £700k of that £850k target leaving £150k to be found from further proposals yet to be identified.

- 4.3 In seeking to make the division sustainable and fit-for-purpose for the future, a root and branch re-structure of the service areas is proposed. This will ensure that the service can respond to the internal and external influences and opportunities associated with delivering regeneration and investment programmes and managing property and highway assets within the borough.
- 4.5 The proposed structure seeks to retain a knowledgeable resource base from which services can be delivered and outcomes managed. It also proposes that the commercial team and Programme Management Office is established to drive transparency and performance across the Division.
- 4.6 It seeks to minimise the impact of changes in services by streamlining management arrangements, identifying synergies between the services, and prioritising those aspects of the services which have the most impact. The model will use a core team that, in the main, commissions, monitors and manages services that focuses the strategic management and delivery of assets across the built environment.
- 4.7 The core strands of the approach are set out below together with the two key stages and timeline for implementation.

5. Proposals:

- 5.1 The proposed structure has four core strands or groups. These new groupings will enable staff to focus on providing a service which will deliver the right outcomes for residents and users of the borough's built environment including the highways network & public realm. It has been designed to support the longer term growth, transformation and regeneration of Lewisham.
- 5.2 The next section provides a brief description of each strand, key roles and the interrelationships with each other.

5.2.1 Asset Strategy & Technical Support

This group will lead on Asset strategy/planning and liaison across the authority to align the use of and where appropriate drive value from assets. It will also act as the technical expert for the division. They will;

- i. Monitor the external and internal influences on the management and use of our assets and property portfolio
- ii. Monitor opportunities to fund and, in conjunction with colleagues in the Capital Delivery Team, deliver capital and investment projects. Ensuring at all times that the use of assets is optimised across the authority from a strategic perspective
- iii. Provide the Council with professional and technical advice on corporate strategies and policies for the built environment.

- iv. Ensure that national and corporate sustainability objectives and targets are embedded within the thinking and actions of the division.
- v. Oversee the Regeneration Strategy, transport policy and strategy and Asset Management Plans across the division.
- vi. Oversee the Building Control function

5.2.1 Commercial & Investment Delivery (incl. a Programme Office function (PMO))

This group will provide strategic and professional leadership on commercial management and investment strategies for the division. Working with colleagues in corporate finance they will drive financial and operational performance transparency into the division. They will be responsible to ensure that;

- i. Resources are properly allocated and accounted for
- ii. Operational performance is reported diligently and accurately
- iii. Projects, programmes and investments are established and delivered on sound commercial terms.

In addition this team provides and manages a P.M.O. which will ensure transparency and consistency of processes and efficient and effective use of systems across the division. They will be responsible to ensure that statutory compliance requirements are met across the division and will retain a limited capacity to respond to technical queries that are unable to be dealt with by the corporate business support hub.

5.2.2 Capital Programme Delivery

- i. This team will lead on the approach and delivery of capital projects for the division as a whole and, as appropriate, for other areas within the authority. They will work in tandem with colleagues in Customer, CYP and Community Services to assist with the bringing together of a corporate approach to establishing and delivering projects in support of corporate priorities.
- ii. They will establish, monitor and deliver all stages of the project lifecycle in tandem with colleagues elsewhere in the division and with consultants / delivery partners as necessary.
- iii. Working with colleagues in the Commercial team they will be responsible for the establishment of reporting procedures, measures and indicators to ensure the regular, diligent and transparent reporting of projects and programmes for the division.

5.2.3 Operational Asset Management (day to day delivery)

This group will have responsibility for day to day operations across the highway and property asset base.

- i. They will take primary responsibility for the planned and reactive maintenance of our property and highway assets and ensure that the day to day statutory obligations are met across all asset classes.
 - ii. The team will manage the process of managing assets from routine inspections through the commissioning of design solutions and upkeep and maintenance of a diverse asset base. This will include the management of the authorities;
 - School PFI contracts
 - Corporate FM contracts
 - Term maintenance contract for highways
 - Planned maintenance contract for highways
 - Ad-hoc commissioning of repairs and maintenance contracts
 - Corporate energy contracts
 - iii. In addition, (supported by colleagues across the division) this group will manage the physical aspects of the entire property portfolio that is the current responsibility of this division. That includes the corporate (operational) estate, the commercial estate and the 'grey estate'
 - iv. They will be responsible to ensure that there is proper transparency of the commercial position regarding leases, tenancies, licences, rents and obligations across the estate and for keeping proper updated records for the division's entire portfolio.
 - v. They will be responsible for the delivery of the statutory Network Management functions.
 - vi. In summary the Operations team will be responsible for on-going day to day business delivery.
- 5.3 The proposed restructure is being delivered in two stages.

5.3.1 Stage 1:

This stage involved a realignment of the following service areas in the division: Transport (Highways), Corporate Asset Services and Programme Management into one cohesive and efficient unit under the Director of Regeneration and Asset Management. Additionally, responsibility for Building Control was integrated from Customer Services Directorate to the division. The outcome was the creation of four new Service Group Manager (SGM) roles with responsibility for leading, managing and providing clear direction to the teams within their respective groups. These are SGM Operational Asset Management; SGM Commercial & Investment Delivery; SGM Capital Programme Delivery; SGM Asset Strategy & Technical Support.

It also involved a transfer of the Catford Complex receptionists, civic support services and post room services staff to the Public Services team in the

Customer Services Directorate, pending the conclusion of the wider corporate business support review.

5.3.2 Stage 2:

The second stage of the process involves the creation of teams to support the four SGM roles developed as part of the first stage. It requires the deletion of a number of roles across the current structure and creation of new ones where necessary to provide and support the key functions and outcomes to be delivered.

There are a total 128 staff in the current structure (excluding the Director and the 4 SMG roles in phase 1) and 99.6 proposed for the new structure – a reduction of 28.4 staff. New teams and team profiles have been created as part of the new structure and the associated job descriptions and person specifications have been agreed in accordance with HR protocols and procedures. A summary of the affected roles/posts are set out in tables 1 and 2 below.

Table 1: Posts/roles proposed to be deleted:

Group	Role	Grade	No of posts
Operational Asset management	Sustainability & Fuel Poverty Project Officer	PO1	1
Operational Asset management	Energy Efficiency Officer	PO1	1
Operational Asset management	FM Regulatory Compliance Officer	PO2	1
Operational Asset management	FM Planned Maintenance Officer	PO2	1
Operational Asset management	FM Mechanical & HVAC Compliance Officer	PO2	1
Operational Asset management	FM Fire & Safety Operations Officer	PO3	1
Operational Asset management	Senior Accommodation Officer	PO3	2
Operational Asset management	Property Advisor	PO3	1
Operational Asset management	FM Operations Manager	PO5	1
Operational Asset management	Energy Manager	PO5	1
Operational Asset management	Building Services Manager	PO6	1
Operational Asset management	Energy Technician	Sc4	1
Operational Asset management	FM Contract Officer	SO1	1
Operational Asset management	FM Contracts & Building Manager	PO8	1 (vacant)
Operational Asset management	Property Asset Manager	SMG1	1 (vacant)
Operational Asset management	Valuations Services & Development Manager	SMG1	1 (vacant)
Programme Management	Property Systems Senior Officer	PO1	2
Programme Management	Data & Recording Management Officer	PO2	1

Programme Management	Property Systems Information Manager	PO5	1
Regulatory Control	Service Group Manager Regulatory Services	SMG3	1
Regulatory Control	Building Control Officer	Sc5	1
Regulatory Control	Group Admin Officer	SO2	1
Commercial & Investment Delivery	Performance Programme Manager	SMG1	1
Transport	Engineer	PO1	2 (1 vacant)
Transport	CAD Operator	PO1	1
Transport	Street Works Inspector	PO1	2 (1 vacant)
Transport	Policy Officer	PO2	1
Transport	Principal Quality Inspector	PO3	0.6
Transport	Structural Engineer	PO5	1
Transport	Inspector	SO1	3
TOTAL			34.6 (5 vacant)

Table 2: Posts in the new structure including new posts that have been created and the effect on existing roles are set out in the table below:

Group	Role	New / Existing post	Indicative grade	Action proposed
Commercial & Investment Delivery	Programme Office & Performance Manager	New	PO8	Initially ringfenced to existing displaced staff who are eligible to apply
Commercial & Investment Delivery	Communication & Stakeholder Engagement Manager	Refreshed and change in job title from Strategic Regeneration Communications Manager	PO7	None - existing post holder matched
Commercial & Investment Delivery	Risk & Compliance Officer	New	PO4	Initially ringfenced to existing displaced staff who are eligible to apply
Commercial & Investment Delivery	Performance & Process Officer	Refreshed and change in job title from Management Support Officer	PO2	None - existing post holder matched
Commercial & Investment Delivery	R&AM Systems Manager	New	PO5	Initially ringfenced to existing displaced staff who are eligible to apply
Commercial	R&AM Systems	Refreshed and	PO3	Downsizing to 1

& Investment Delivery	Officer	change in job title from Property Systems Assistant Manager		post from 2 through selection process, change in job title.
Commercial & Investment Delivery	Casework and Process Officer	Refreshed and change in job title from Caseworker	SO2	None - existing post holder matched
Commercial & Investment Delivery	Regulatory Commercial Manager	New	PO3	Initially ringfenced to existing displaced staff who are eligible to apply
Capital Programme Delivery	Senior Programme Manager	Refreshed and change in job title from Programme Manager	SMG1 x2	One existing post holder matched, and one post initially ring-fenced to existing displaced staff who are eligible to apply
Capital Programme Delivery	Senior Project Manager	Refreshed and change in title from Programme Manager	PO7	None - existing post holder matched
Capital Programme Delivery	Programme & Projects Manager	Refreshed and change in job title from Policy and Programme Manager	PO6	None - existing post holder matched
Capital Programme Delivery	Project Manager	Refreshed	PO5 x2	Downsizing to 2 posts from 7 through selection process
Capital Programme Delivery	Project Officer	New	PO3 x2	Internal/external recruitment
Asset Strategy & Technical Support	Planning & Development Manager	New	SMG1	Internal/external recruitment
Asset Strategy & Technical Support	Senior Planning & Development Surveyor	New	PO7	Internal/external recruitment
Asset Strategy & Technical Support	Civil / Structural Engineering Manager	New	SMG1	Internal/external recruitment
Asset Strategy & Technical Support	Highways Engineering Manager	Refreshed and change in job title from Engineering Manager	PO7	None - existing post holder matched
Asset Strategy &	Senior Engineer	Existing	PO4 x2	Downsizing to 2 posts from 4

Technical Support				through selection process
Asset Strategy & Technical Support	Building Control Manager	Refreshed and change in job title from Team Leader Full Plans	PO6	None - existing post holder matched
Asset Strategy & Technical Support	Senior Area Surveyor	Existing	PO5	Initially ringfenced to existing displaced staff who are eligible to apply
Asset Strategy & Technical Support	Area Surveyor	Existing	PO4	Downsizing to 1 post from 2 through selection process
Asset Strategy & Technical Support	Structural Engineer	Existing	PO4 (0.6 FTE)	Vacant post, internal/external recruitment
Asset Strategy & Technical Support	Area Surveyor	Existing	PO3	Downsizing to 1 post from 2 through selection process
Asset Strategy & Technical Support	Senior Plans Officer	Existing	PO1	None - existing post holder matched
Asset Strategy & Technical Support	Building Control Officer	New	Sc6	Initially ringfenced to existing displaced staff who are eligible to apply
Asset Strategy & Technical Support	Asset Management Planning Manager	Refreshed and change in job title from Sustainable Resources Group Manager	SMG1	None - existing post holder matched
Asset Strategy & Technical Support	Policy & Development Manager	Refreshed	PO8	None - existing post holder matched
Asset Strategy & Technical Support	Sustainability & Climate Change Policy Officer	Refreshed and change in job title from Climate Change Policy Lead	PO3	None - existing post holder matched
Asset Strategy & Technical Support	Development Officer	Existing	PO1	None - existing post holder matched
Asset Strategy & Technical Support	Road Safety & Sustainable Transport Manager	Existing	PO6	None - existing post holder matched
Asset Strategy &	Cycling Programme	Existing	PO3	None - existing post holder matched

Technical Support	Manager (fixed term contract)			
Asset Strategy & Technical Support	Travel Co-ordination Officer	Existing	PO1	None - existing post holder matched
Asset Strategy & Technical Support	Travel Co-ordination Administrator	Existing	Sc6	None - existing post holder matched
Asset Strategy & Technical Support	Travel Co-ordination Assistant	Existing	Sc3	None - existing post holder matched
Asset Strategy & Technical Support	Road Safety Officer	Existing	PO1 x2	None - existing post holders matched
Asset Strategy & Technical Support	School Crossing Patrollers	Existing	Sc2 x30	None - existing post holder matched
Operational Asset Management	Contracts and Commissioning Manager	New	SMG1	New post, internal/external recruitment
Operational Asset Management	PFI Contracts Manager	New	PO7	Initially ringfenced to existing displaced staff who are eligible to apply
Operational Asset Management	Facilities Management & Regulatory Contracts Manager	New	PO7	Initially ringfenced to existing displaced staff who are eligible to apply
Operational Asset Management	Senior Contract Officer	New	PO4 x2	Initially ringfenced to existing displaced staff who are eligible to apply
Operational Asset Management	Contract Officer	New	PO1	Initially ringfenced to existing displaced staff who are eligible to apply
Operational Asset Management	Estates Manager	New	SMG1	New post, internal/external recruitment
Operational Asset Management	Senior Estates Surveyor	New	PO7 x2	New post, internal/external recruitment
Operational Asset Management	Estates Surveyor	New	PO5 x2	New post, internal/external recruitment
Operational Asset Management	Estates Surveyor (graduate)	New	PO1	New post, internal/external recruitment

Operational Asset Management	Assets Manager	New	SMG1	Initially ringfenced to existing displaced staff who are eligible to apply
Operational Asset Management	Asset Compliance Manager	New	PO4	Initially ringfenced to existing displaced staff who are eligible to apply
Operational Asset Management	Asset Compliance Inspector	Refreshed and change in job title from FM Regulatory, FM Planned Maintenance and FM Mechanical & HVAC Compliance Officers	PO2 x2	Downsizing from 3 to 2 through selection process
Operational Asset Management	Utility Engineer	Refreshed and change in job title from Energy & Sustainability Engineer	PO3	None - existing post holder matched
Operational Asset Management	Utility Management Officer	New	PO3	Initially ringfenced to existing displaced staff who are eligible to apply
Operational Asset Management	Utility Technician	New	Sc6	Initially ringfenced to existing displaced staff who are eligible to apply
Operational Asset Management	Assets Network Manager	Refreshed and change in job title from Support Service Manager	PO5	None - existing post holder matched
Operational Asset Management	Asset Network Co-ordinator	Refreshed and change in job title from Network Co-ordinator	PO3	None - existing post holder matched
Operational Asset Management	Statutory Authority Co-ordinator	Existing	PO1	None - existing post holder matched
Operational Asset Management	Claims Inspector	Existing	PO2	None - existing post holder matched
Operational Asset Management	Street Works Permitting Officer	Existing	SO1 x3	None - existing post holders matched
Operational Asset Management	Asset Network Inspector	New	SO2 x4	Initially ring-fenced to existing displaced staff who are eligible to apply
TOTAL				99.6

- 5.4 Staff consultation on the proposals commenced on 18th December 2014 and was due to end 12th January but a short extension was agreed till 14th January. This has subsequently impacted on the planned management response date of 16th January. The feedback and management response will be incorporated into a report to Mayor and Cabinet for approval.
- 5.5 A provisional timetable for delivering the proposed structure is set out below and a full structure chart is attached as appendix 1. It is expected that the new structure will be fully implemented on 1st June 2015 subject to Mayor and Cabinet approval on 11th February 2015.

Provisional Timetable:

Consultation begins Papers issued to staff and Trade Unions	18 th Dec 2014
Consultation feedback from staff and unions	14 th Jan 2015
Management response	w/c 19 th Jan 2015
Select Committee Review	w/c 19 th Jan 2015
JCC meeting if required	w/c 26 th Jan 2015
CJC meeting if required	w/c 2 nd Feb 2015
Referred to Mayor & Cabinet for final decision	11 th Feb 2015
If agreed by Mayor and cabinet, Staff invited to apply for new posts JDs and PSs available	13 th Feb 2015
Closing date for receipt of applications	20 th Feb 2015
Short listing and selection process	23 rd Feb – 6 th Mar 2015
Issue notices of redundancy and offers for posts in new structure	w/b 9 th Mar 2015
Redundancy appeals if applicable	TBA
Commence further stages of recruitment/selection as necessary	16 th Mar 2015
Proposed implementation date for new structure	1 st June 2015

6. Financial Implications:

- 6.1 The proposals have been designed to deliver a total saving of £700k including a pre-existing savings commitment of £250k for 2014/15. The potential redundancy costs have been agreed through ER/VR panel. To achieve the full £850k saving a further £150k will need to be found from alternative proposals yet to be developed.

7. Legal Implications:

7.1 There are none directly arising out of this report

8. Human Resource Implications:

8.1 The proposals as set out in the restructure programme and approach has significant human resource implications and these are being addressed through the council's reorganisation protocols and processes.

9. Environmental Implications:

9.1 There are no direct environmental implications arising out of this report.

10. Equalities Implications:

10.1 An equalities impact assessment will be carried out as part of the proposals.

11. Crime and Disorder

11.1 There are no specific crime and disorder implications arising from this report.

Appendix

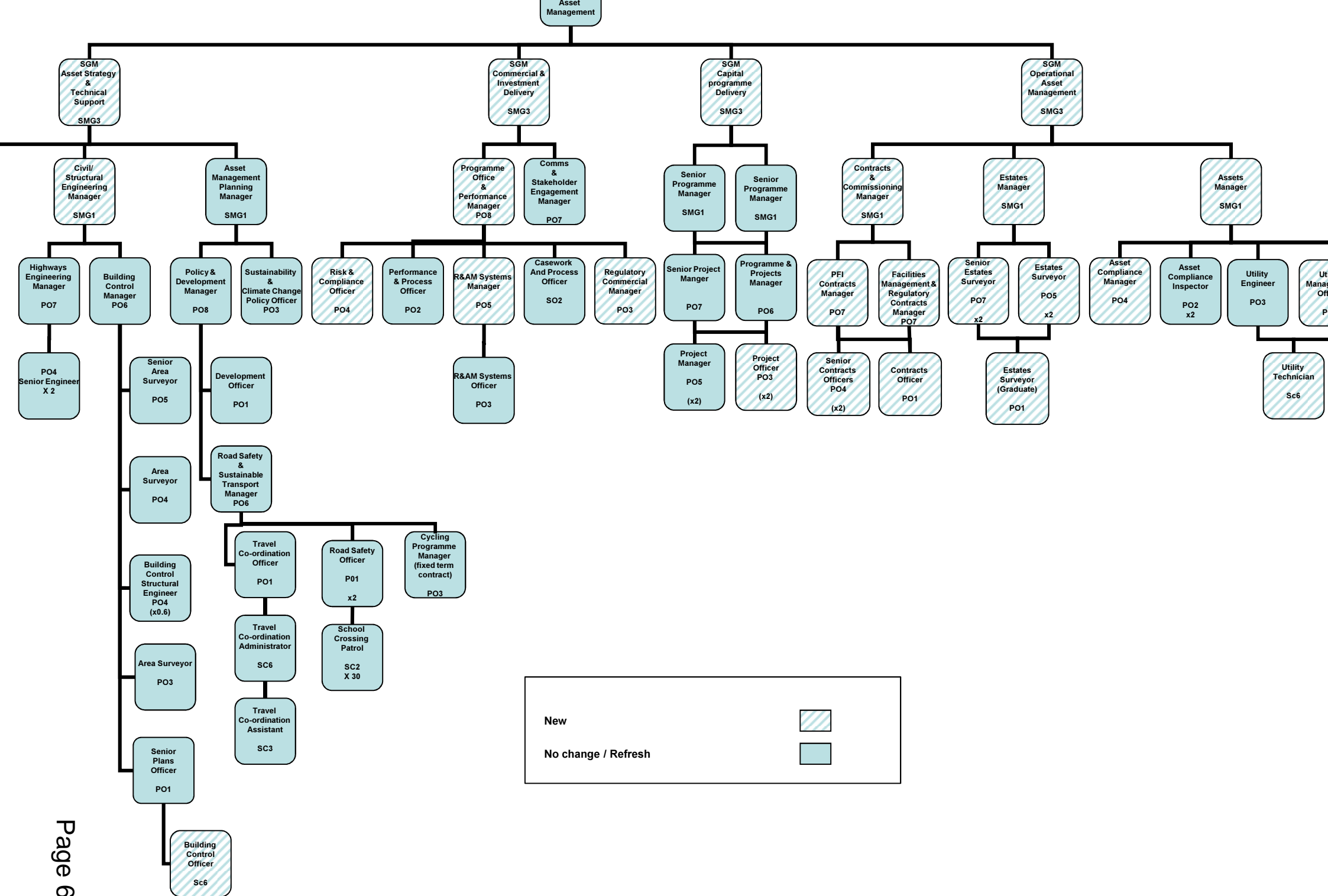
Appendix 1: Proposed Organisation Chart

List of Background documents

Short Title Of Document	Date	Contact
Lewisham Future Programme 2015/16 Revenue Budget Savings Report	Nov 2014	Selwyn Thompson

If you would like further information on this report please contact Rob Holmans,
Director of Regeneration and Asset Management on ext 47908

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