

Kenilworth Town Council



Application for Community Infrastructure Levy (CIL) Funds

Project Title	Kenilworth School Active Travel Access Appraisal
Name of Organisation/Group	Kenilworth School Pedestrian Safety Task & Finish Group
Address	Kenilworth Town Council, Jubilee House, Kenilworth
Post Code	
Contact Name	
Position in Group/Organisation	
Telephone	
Email	
Background of your Organisation/Group (Tell us a little about your group/organisation e.g.: what does it do? Who is it for?)	

A group of Town Council members (Cllrs Leventhal, Kennedy, Stevens, Insley & Richard Dickson) have been working consistently on concerns around the pedestrian safety and active travel at the new Kenilworth school since before the new site at Glasshouse lane opened in September 2023, with standing reports to every Town Council meeting since this date.

This group was recently constituted as a formal Task & Finish Group by the Town Council. Its members have undertaken significant work to date in 2023-2024 including: correspondence, meetings, discussions with the headteacher and staff at Kenilworth School, with the Portfolio Holder & ward Councillors at Warwickshire County Council (**WCC**), with residents in the Glasshouse lane area, members of the Cycling Delivery Group and Climate Working Groups, concerned parents, as well as various students via the Bike Gang initiative in 2023 and 2024 and the School's eco-committee in 2024.

A full chronology of all steps and meetings taken to date is at **ANNEX 1**, focussed on the issues the subject of this particular CIL application (i.e. pedestrian and bike entry & exit to and from the school, and the immediate safety & access via the crossings and area in front of the school at Glasshouse Lane).

Members of the CIL committee are invited to look at this Annex to see the extent of the work that has been done on these issues so far, and the lack of tangible progress made to date, despite joint working with the school and WCC.

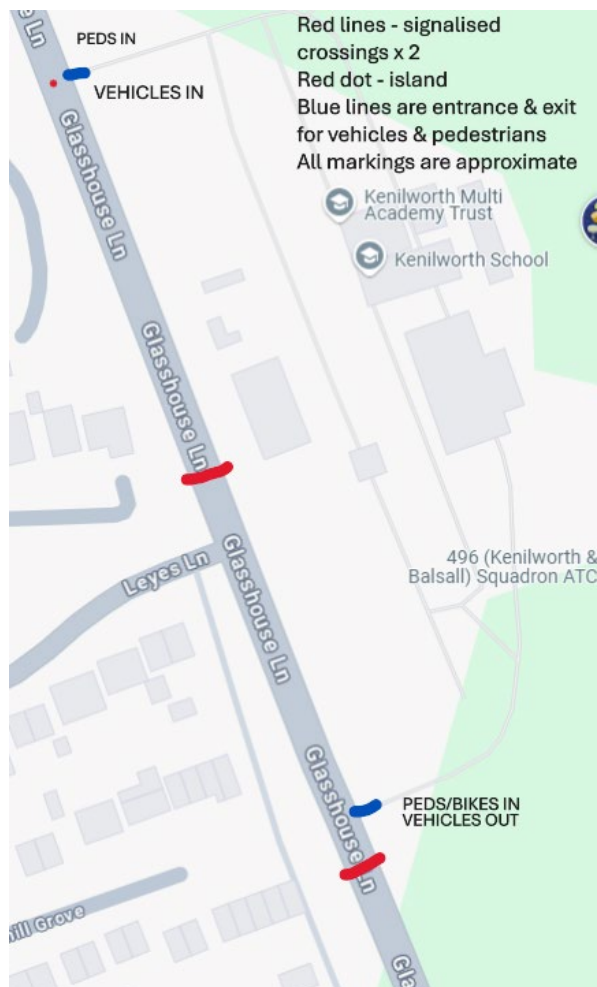
A Project Brief for the proposal is set out at **ANNEX 2**.

Overview of Project/Scheme

(Outline proposed use of CIL funding)

The Kenilworth School Active Travel Access Appraisal Project

1. The proposal is a **joint project between KTC and the School**. The School is contributing £1,000.
2. The proposal is for an independent suitably qualified transport planner, with no previous involvement in the scheme, to
 - i) review the active travel access and safety at the entrance and exit of Kenilworth school for students and staff and in the area immediately outside the school, as well as traffic management – this relates only to the limited area around the immediate vicinity of the school as shown in the map below; and
 - ii) make recommendations for a range of design options (from signage to infrastructure to alterations to the school entrances) to resolve the problems identified, in line with WCC guidance and Government guidance for school streets.
3. This will involve liaison with KTC, the school and WCC, as per the Project Brief (**Annex 2**).



Background

4. Kenilworth School is a new-build on the outskirts of Kenilworth opened in 2023 with a planned capacity of 2,200 students years 7 – 13. During the year and a half, the School has been operational, it has become clear that the arrangements for students to access the school on foot or by bicycle are sub-optimal – in particular:
 - a) the main pedestrian & cycling entrance to the school is a narrow gate which is overcrowded and involves a clash either with electronic gates or with vehicles exiting the site, giving rise to safety concerns from staff, students and parents;
 - b) despite the 20mph limit, the road layout outside the school does not currently appear conducive to limiting or slowing vehicular speed commensurate with a school site – it is a straight previously 50mph road, with limited traffic calming. Critically, the two existing signalised crossings and island in place are located far from the ‘desire lines’ for students crossing the road towards the entrance, which leads to many students crossing directly in front of the school into the route of flowing traffic along Glasshouse Lane (identified from the outset of the opening, and an issue recently identified in WCC’s road safety audit);

- c) two year 8 students (aged c.12) were seriously injured crossing Glasshouse lane earlier this term;
 - d) there is significant vehicular congestion in and around the school site because of the numbers of students who are driven to school, particularly in winter months; the safety of the pedestrian and bike routes to school would appear to be putting students (and their parents) & staff off from walking or cycling to school (as evidenced from the school's 2024 survey results), and Mr Nicholas' own comments. In turn, this creates disincentives for vehicles to actually enter the school site, thus increasing the problem of disruptive and often illegal parking on residents' drives and pavements, blocking pedestrian and cycling access even further, and contributing to the safety concerns.
5. The School is committed to encouraging students to travel by foot and by bicycle wherever possible, in light of the physical and mental health benefits, as well as to reduce congestion, improve air quality and diminish the carbon footprint of the school. At the encouragement of the Task & Finish Group, it has already engaged several times with WCC's Safe and Active Travel team and Road Safety Education teams, to implement changes within the school site (e.g. keeping electronic gates open, issuing guidance about safe entry for bikes, putting weekly guidance in the newsletter about considerate parking). The school has had a constant staff presence at the entrance since its opening to ensure the safety of its students so far as possible.
6. The Task & Finish Group has a positive and constructive relationship with the school; and in particular the headteacher Mr Nicholas and the CEO of KMAT Mr Abbott. The Group has been assisting the School to liaise with WCC and find solutions so far as possible since the opening of the new site.
7. While a number of steps have been taken already, and numerous attempts made to persuade the highway authority to take further action itself whether to look at redesign and/or alterations, and/or to alter the s.278 scheme on Glasshouse lane (see Annex 1), the Town Council and the School consider that it has now become necessary to consider for themselves how the relevant infrastructure can be improved to ensure better pedestrian and bicycle access to school, as well as better traffic management. This will enable tangible improvements to be identified, in line with national Government guidance in LTN 1/20, [School Streets](#) and the [the Healthy Streets indicators](#).

8. The study undertaken will involve WCC officers, and the report shared with them constructively with a view to achieving future improvements in partnership (see Project Brief).
9. The Project brief outlines the overview of the study as follows:
- a. An assessment of the operation of the current arrangements for entrance and exit to the school by foot, bike, bus and car by students, staff and parents/carers, within the area shown on the map [above], including flows inside and outside the school site;
 - b. to identify any safety concerns, barriers to access via the various transport modes, and any other problems or concerns;
 - c. to recommend solutions or improvements for any concerns or barriers identified;
 - d. to provide a range of outline design concepts for any solutions or improvements – whether in terms of signage, road markings, alterations to, or new, infrastructure (including entrance & exits to the school), behaviour change.
10. Engagement with WCC officers and councillors has already been undertaken in the preparation of this Project Brief. Officers are open to the study. Helpful advice on content and on engaging with appropriate consultants. This advice is being followed.

Project Timescales

(Please provide an outline of the implementation timetable including any key milestones. If the project is to be undertaken in this or the next financial year then set out the outline quarterly project plan)

Timescale:

- a. Issue brief to a range of consultants (at least 5) on or around Thursday 2 January 2025 or as soon as possible thereafter;
- b. Responses from consultants by 5pm on 16 January 2024. Minimum 3 quotes required (in line with KTC's financial regulations for projects of less than £10,000).
- c. Response to the brief is to include an indicative schedule with key dates for meetings commencing as soon as possible in the January school term 2025, and including meetings on site with Headteacher / T&F members, plus virtual meeting with WCC officers.
- d. Access appraisal to be completed within 4 weeks of commencement, and by end February 2025 at the latest.

Total Amount of Funding Requested

(Please give the total amount of CIL monies sought)

£ up to £4,000

Costing of Project with Full Detailed Breakdown

- Budget of £5,000 (including expenses) plus VAT (reclaimable by KTC)
- Based on commissioning a study as per the above, in line with project brief, in line with informal advice from consultants and WCC as to likely costs for a study of this nature, whilst keeping cost to a minimum.
- Costs to be covered as follows:
 - £1,000 contribution from Kenilworth Multi Academy Trust
 - £4,000 from CIL funds.
- KMAT, via the headteacher, has indicated that it has very limited funding to direct towards this, whether in terms of the study or on future improvements, bearing in mind the financial constraints under which it is operating. However, in view of the importance of the issues, it has been able to allocate up to £1,000 at this stage and has said that it would value the T&F Group's advice and assistance in identifying and pursuing future funding streams to deliver any improvements needed.
- It is for this reason that the T&F Group considers that utilising a limited amount of CIL funding, in partnership with the School, to obtain a set of future workable options will operate as a good basis to seek future funding options – via various initiatives e.g. Active Travel England and/or other sources aiming to facilitate 'school streets' and encourage active travel measures around schools; HS2's community fund also covers elements like this.

**Details of other sources of funding applied for and names of any partner organisations.
Please include any funding applied for by any partner organisations.**

As above – the study will be jointly funded by the KMAT and CIL funds.

WCC officers and the Portfolio holder have been asked repeatedly over 18 months to undertake similar studies or review proposed design ideas, or to include them within Road Safety audits or other officer engagement discussions, but to no avail despite indications and repeated requests from senior officers.

There is an impasse now in terms of improvements, and thus the study is needed.

See chronology in **Annex 1**.

Please specify here the responsibility for ongoing maintenance costs

N/A

How your Proposal meets CIL Funding Criteria

(Your application may meet some or all of the criteria of the CIL priorities. Please explain, where applicable, how your scheme/project meets these criteria. If the criteria to not apply please mark N/A)

Community Priorities**How the proposal has been identified through consultation with residents and the community**

- The need for safe walking and cycling routes to the new school site has been a community priority throughout the process of development of the new design for the school, and in the Neighbourhood plan, and the Land East of Kenilworth design brief generally
- Kenilworth Town Council's planning consultation response to the planning application indicated the importance of this, as did many other consultees (see Annex 1)
- During this time, there was a campaign by a student led group, Pedal to Protect, to ensure that WCC put in place appropriate active travel infrastructure for student cycle and walking routes
- These are also priorities of the LCWIP approved by WCC cabinet in 2024
- The Cycle Delivery Group, made up of residents and councillors, has as one of its priorities ensuring appropriate cycling routes to the school; it supported the Bike Gang initiative in 2023 and 2024 which encourage groups of Year 6 students to cycle to school independently, and recently reaffirmed an intended priority being to support improvements to school routes
- The Climate Emergency Working Group also has active travel for primary and secondary students as one of its three key objectives for this year (increase active travel journeys by 5% this year); further, in its engagement with the Kenilworth School eco-committee, the students made it clear that this was a major concern for them too.
- Parents and residents across Kenilworth have raised concerns about the lack of good walking and cycling access to the school, especially in the immediate vicinity, via email and conversations over the past 18 months with local councillors and on social media

How the Project will benefit the community as a whole; for the "Common Good"

The school is a key community resource both for the young people of the town, their families and the rest of the community who use its facilities. Moreover, reducing congestion in this area by enabling young people to travel by foot or bike more easily and safely is in the interests of the wider population of the town, particularly as it grows across the remainder of the Land East of Kenilworth

How the Project will Benefit Young People and their Future

This project is focussed on enabling young people in Kenilworth, the nearly 2,200 students who currently attend Kenilworth School, to have a healthy and safe option to walk and/or cycle to school. This is in their interests in terms of health and well-being, in terms of the social benefits of doing so, and in terms of their independence. Students at Kenilworth school, and other young people using the site for community facilities, are entitled and should be encouraged to have active travel options to this new site.

With better facilities, it will be easier to expand initiatives such as Bike Gang which have proved positive for encouraging groups to travel together by bike and foot to school, and have created new friendships and connections among students and parents alike.

Strategic Priorities

How the Project prioritises long-term Investment in Infrastructure

The project is focused on road infrastructure and physical access to the school so falls squarely within this rubric. Any improvement at Kenilworth school to the road infrastructure will benefit the area as a whole, and improve infrastructure for an important community resource, as well as ease pressure of other infrastructure in the area (with reduction in congestion).

How the Project Promotes Kenilworth as a Business and Tourist Destination

Easing congestion in the town will meet the objective of improving road and other access to the town. Improving access to the school as a community facility is also in line with improving the (small) businesses which run events at the school, and in line with the school being an important conference or other facility for business and tourism initiatives in the town.

How the proposal addresses demands imposed by the increasing population in the town

The new school site is a part of the expansion of the town, and intended to enable the increased capacity of the town to access education in our town. Ensuring that the 2,200 students can do so safely and without creating or adding to the additional traffic in the town unduly is a way to address the increasing population.

How the proposal supports Kenilworth Town Council initiatives (e.g., Cycling Strategy Group, Tourism Group, the Town Centre Working Group, Climate Emergency Roadmap).

As above, this is in line with the objectives not only of the Task & Finish Group set up with this purpose in mind, but also the Cycling Strategy Group and the Climate Emergency Roadmap Group which has explicitly identified access to Kenilworth school as part of its objectives.

Management Priorities

Will the proposal seek joint funding/partnership arrangements with WDC/WCC and external bodies (e.g., universities, Sustrans, English Heritage) for infrastructure?

Joint funding arrangements have already been put in place for this project, as per the above. Partnership working with WCC is in place so far as possible.

How will your organisation/group explain publicly how the CIL receipts are forecast, managed and reported?

This will be handled by the T&F group, in liaison with the Town Clerk. Contractual arrangements in line with previous Wayfinding and other projects are being put in place for the engagement with the contractor, and funds spent will be monitored by the T&F group and Town Council generally.

How will your organisation explain publicly how CIL has been spent and allocated?

This will be published on the Town Council website and reported on in writing and scrutinised at Town Council meetings. The school will also be able to publicise the report, crediting all those who have contributed to the study. A press release will also be prepared.

How will your organisation ensure that the costs of consultation and project management are covered?

All these elements, insofar as they arise, are addressed in the Project Brief. Engagement with relevant stakeholders forms part of the Brief and the T&F Group members are managing the project, in conjunction with the Town Clerk who is acting as point of contact initially for queries from e.g. contractors.

Additional Information that may support your Application

Once the report from the consultant has been received, the T&F group would intend to work with WCC and the School to explore a wide stream of potential funding opportunities as to how any of the recommendations set out in the report are to be achieved, depending on costs.

A further CIL application is not ruled out; however, the T&F Group intends to explore HS2 funds, FCC funds and other funding opportunities from Active Travel England and elsewhere, bearing in mind that the costs in particular of road infrastructure improvements may be significant.