

Our ref: [REDACTED]

22 March 2023  
By Email ONLY

[REDACTED]  
Capital Delivery Portfolio Lead - Highways  
London Borough of Barnet,  
2 Bristol Avenue,  
Colindale, NW9 4EW

Fourth Floor  
The Urban Building  
3-9 Albert Street  
Slough SL1 2BE  
T [REDACTED]

[www.marstonholdings.co.uk/projectcentre](http://www.marstonholdings.co.uk/projectcentre)

Dear [REDACTED],

**RE: Healthy School Streets, Barnet**

Thank you for requesting a fee proposal regarding the scope of services required to support Barnet to assess and deliver Healthy School Street schemes throughout the Borough. It is our understanding that the Council have already undertaken a very high-level review which collected information on:

- whether the school was located on a residential road, A or B road or on a bus route;
- whether the school had requested improvements
- whether improvements could help more than 1 school
- STARRS accreditation for the school
- Accident data in the location around the school, and
- A review of air quality in relation to WHO limits.

We understand this initial high-level assessment of schools within the Borough has provided an initial filtering process to assess suitability for Healthy School Street schemes.

Based on the brief provided the next steps now require a more detailed assessment of up to 83 schools identified within the initial filtering process, to assess their appropriateness for school streets. These will be assessed on the following criteria:

Deliverability Level	Description	Factors used to classify scheme
1	Scheme relatively straightforward to implement	<ul style="list-style-type: none"> <li>• 1 or 2 closures</li> <li>• Not adjoining TLRN roads and SRN roads</li> <li>• All on public highway</li> <li>• Volumes under 200 vehicles two-way flow in peak hour between (08:00-10:00, 14:30-16:30)</li> </ul>
2	Scheme has evident merits but contains a number of elements that will need to be addressed before implementation (e.g. other interventions alongside a school street might be needed)	<ul style="list-style-type: none"> <li>• 3 or 4 closures <i>And/or</i></li> <li>• At junction with TLRN or SRN roads</li> <li>• At junction or on private roads/adjoining private roads</li> <li>• Volumes between 201-350 vehicles two-way flow in peak hour between (08:00-10:00, 14:30-16:30)</li> </ul>
3	While scheme has clear benefits it would be complex and highly challenging to implement at this stage	<ul style="list-style-type: none"> <li>• More than 4 closures <i>And/or</i></li> <li>• On private road</li> <li>• On Bus Route</li> </ul>

		<ul style="list-style-type: none"> <li>• Volumes over 351 vehicles two-way flow in peak hour (08:00-10:00, 14:30-16:30)</li> <li>• Whether it could require traffic modelling due to volumes and impact SRN or TLRN heavily</li> <li>• Schools not interested</li> </ul>
--	--	--

Schools that fall within deliverability levels 1 and 2 would then need to be taken forward and the following work completed:

- Assess whether any of the schools which could have school streets will require any Traffic Management approvals from Transport for London;
- Complete air quality and traffic surveys;
- Technical design drawings at a concept level for schemes that could be implemented to include appropriate signage, ANPR camera locations, any improvements to road layouts, closures, parking restrictions and reduction in street clutter;
- Liaison with relevant council departments;
- Communications with the school community to measure interest and commitment and how to maximise a potential road closure;
- Production of report summarising findings, designs and all data / assessments.

At this stage it is not possible to determine which of the 83 schools will fall within deliverability levels 1 and 2 which would then trigger the next stages of design and surveying. Therefore, Project Centre suggest a staged approach to the delivery of the piece of work.

We would suggest that the production of school streets is broken down into the following stages:

- Stage 1 – Deliverability Assessment;
- Stage 2 – Data collection (Traffic Counts and Air Quality Monitoring of Deliverability Level 1 and 2 via diffusion tubes (which are not covered by Asthma and Lung UK);
- Stage 3 – Technical Drawings produced for Deliverability Level 1 and 2 sites; liaison with relevant parties across the Council;
- Stage 4 - Communications with the school community to measure interest and commitment and how to maximise a potential road closure;
- Stage 5 – Reporting

This approach ensures the best value for money for our client, as the deliverability assessment stage allows PCL to identify the level of each of the 83 schools and therefore only deliver works from Stage 2 onwards for those schools that fall within levels 1 and 2.

The exception to this is in relation to the following schools where Barnet have already committed to completing a full assessment covered by stages 2-4 above.

- Goldebeaters Junior/Infant, Thirlby Road
- Moss Hall Junior School, Essex Park
- St Johns CE Primary/ Friern Barnet School, Bethune Avenue
- Holly Park Primary School, Bellevue Road
- Hyde School, Hyde Crescent
- Childs Hill Primary, Dersingham Road

## **Stage 1 – Deliverability Assessment**

Stage 1 will cover the following works:

- Inception meeting for the project;
- Baseline assessment – Initial review / confirm the schools located on / adjoining the Transport for London Road Network, located on a bus route and road ownership (i.e. private/public road);
- Initial review of number of closures required (potential entry/exit points)
- Healthy School Assessment based on a mixture of desktop studies and site visits to classify all of the 83 schools based on deliverability Levels 1-3;
- Concept design schemes for the six schools already committed to school streets.

The output of stage 1 will be a deliverability assessment matrix with an initial deliverability ranking of 1-3. Schools identified with a deliverability Level 1 and 2 will be taken forward to future stages. Any schools ranked under deliverability Level 3 will not be assessed further.

Also the concept schemes for the 6 schools already identified. Surveys of traffic and air quality at these schools will be undertaken at the same time as others within Stage 2, as there will be savings in commissioning in volume and the need to avoid the school holidays over Easter.

It is understood that the draft deliverability assessment matrix needs to be delivered by 14th April 2023.

Our fee to provide the above work in Stage 1 will be **£24,965.00 excluding VAT**.

### ***Exclusions and assumptions***

- A mixture of desktop studies and site visits will be undertaken to assess deliverability levels.
- The Council can provide access to mapping, highway boundary, and accident statistics.
- Barnet Council will provide any data / respond to correspondence in a timely manner to allow project Centre to meet the deadline.
- Only 1 concept scheme per school (for the 6 schools identified) will be provided, any further revisions may incur additional fees depending on scale of alterations /updates.
- Any further meetings / site visits required beyond those set out above may incur additional fee.

Once the deliverability assessment is complete, Project Centre will be in a competent position to undertake Stages 2-5 for those schools Barnet wish to pursue further. Whilst at this stage it is not possible to provide a detailed breakdown / costing for stages 2-5 a brief summary of stage 2 works is set out below along with approximate cost estimates (to be revised once the full extent of works is understood).

## **Stage 2 - Traffic Counts & Air Quality Monitoring**

Traffic count data will be conducted on up to 83 schools, dependent on the outcome of Stage 1. We will instruct the appointed traffic survey company to capture all motorised vehicles and only where we could include up to 4 closures (Deliverability Level 1 or 2). Link counts will be in place for two weeks and the peak hour two way flow in school hours will be identified for the school street area. This process will allow us to understand the traffic volumes for the identified hours between 08:00-10:00 and 14:30-16:30.

Project Centre will identify camera locations and will request confirmation from Barnet Council before proceeding. These surveys would be collected using ATCs placed on the roads likely to be impacted by school traffic, the location of which would be agreed with the client prior to commission. An initial estimate of cost for the survey per site and data analysis would be approximately **£450 + VAT**.

Air Quality Monitoring will be conducted on schools with the exception of those identified in the client brief to assess the average NO2 levels around each school. This will cover schools that have been identified under Deliverability Level 1 and 2. We will also liaise with the Air Quality Team in Barnet Council.

An initial review of the stage 2b of the brief (Air Quality Monitoring) suggests that surveys will be conducted for up to 42 schools, excluding the 41 schools that that will be surveyed separately by Asthma and Lung UK. Therefore, to give an indication of potential costs we have considered the cost of NO2 surveys with the use of diffusion tubes for these sites. An approximate costs would be **£6,100 + VAT** and assumes the use of NO2 diffusion tubes for a maximum of 3 months. The exact duration will need to be agreed with the Council. The cost has been based on up to 42 schools being surveyed and provides a discount for volume. It is understood that this stage of works is to be completed by 14 May 2023.

As you may appreciate, this may alter depending on the scope of the stages agreed with yourself as we progress and the depth of the assessment. Costs for Stages 3-5 will be provided once the full scope of works is understood and agreed with the client. Its is understood that the full brief of works is to be completed by 3<sup>rd</sup> July 2023.

I trust the above meets with your approval. Should you have any questions or require any further information then please do not hesitate to contact me. Should you wish us to proceed then please confirm in writing and provide a suitable Purchase Order for invoicing purposes.

We look forward to hearing from you on this project.

Yours sincerely



Technical Director of Transport Planning  
Project Centre, part of Marston Holdings