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Cambridgeshire's Active Travel Toolkit for new developments

A toolkit to enable active and healthier new communities and towns



Acknowledgement

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Introduction

Context and purpose of the Toolkit

The Cambridgeshire Active Travel Toolkit for New Developments (referred to as the 'Toolkit') allows the effective assessment of walking and cycling provision for all scales of new development in Cambridgeshire. As set out in the government document, [Gear Change](#) (DfT, 2020)¹ this Toolkit aims to 'ensure that all new housing and business developments are built around making sustainable travel, including cycling and walking, the first choice for journeys'.

From 1 June 2023, Active Travel England (ATE) has become a statutory consultee for outline, full and hybrid planning applications that meet or exceed the thresholds of: 150 residential units, 7,500 m² or more of commercial floor space created or a site of 5 hectares or more. In May 2023, the [Active Travel England Planning Application Assessment Toolkit](#)² was published and this document expands on and provides [examples of the checklist](#) set out within that Toolkit.

Cambridgeshire's Active Travel Strategy, adopted in March 2023, includes the objective to 'ensure the existing and future Active Travel network is fit for purpose by ensuring high-quality and connected active travel provision is planned as part of all transport schemes and developments at the outset of

projects and planning applications'. The Toolkit is part of our work to achieve this objective and is supported by Policy AT04 'Ensure that Active Travel is prioritised in new developments'.

Research has shown that when people move to new locations, they will reassess their means of travel. This Toolkit helps to achieve the aim of enabling the timely delivery of high-quality and inclusive active travel infrastructure to support the adoption of active and sustainable forms of travel when new residents move into their new homes. This can lead to positive behaviour change, enabling people to live healthier lifestyles.

The Toolkit also supports Healthy Places Joint Strategic Needs Assessment (HP JSNA) which builds on the previous 2015/16 New Housing Developments and the Built Environment JSNA, extending the scope to cover both Cambridgeshire and Peterborough. The HP JSNA aims to evidence the role of the built and natural environment on human health, including the impact of climate change on health outcomes. The document will serve as a framework and recommendations for collaborative working towards a common goal of optimising the built and natural environment for human health, acting as an evidence base for commissioners and for Local Authorities in their local plan-making responsibilities.

What is the Active Travel Toolkit and who is it designed for?

The Toolkit acts as a guide for developers to ensure active travel is being considered for all new developments, in line with the bold central government decarbonisation agenda prioritising improvements in sustainable travel (DfT, 2020)³.

The Cambridgeshire Active Travel Toolkit seeks to make clear to developers, policy makers, planners, transport engineers, and others what is expected to be done at each stage of the planning process and must be used alongside national and local transport policy, Local Plans, Supplementary Planning Documents (SPDs), and technical guidance such as [LTN 1/20](#) (DfT, 2020)⁴.

The Toolkit has been developed with help from the Local Government Association and The Design Council as part of an initiative to share good knowledge across all local authorities. It has been collaboratively designed to assist the relevant Local Planning Authority officers, in consultation with the Highway Authority (Cambridgeshire County Council), at each stage of the planning process and clearly sets out the expectation of developers through this process.

In Cambridgeshire's Active Travel Strategy, the term 'Active Travel' refers to walking and cycling, but also includes other modes of travel that support the aim of enabling and encouraging a shift away from journeys being made by a private car. The focus is on utilitarian walking and cycling journeys including journeys to education, town centre facilities, transport hubs, and places of healthcare and employment, but also includes journeys to leisure facilities and the wider rights of way network. This Toolkit therefore aims to be inclusive of all expected users and enable the use of active travel routes by wheelchair users, mobility scooters, pram-pushers and non-standard bicycles such as cargo bikes, recumbent cycles, hand cycles or bicycles with trailers.

The scope of this Toolkit is focused on measures that will support and encourage uptake of active modes of travel from the first inhabitants of a new development, including the connections needed for onward travel by bus for longer sustainable journeys. It is recommended that the Toolkit is considered for all scales of new development, but the focus is on larger developments.

Road user hierarchy

The Active Travel Toolkit is focused on active travel routes predominantly away from roads. Some of the principles can be applied in a small development. Therefore, the road user hierarchy should be taken into consideration as it sets the right tone for all active travel provision. As the Active Travel Strategy for Cambridgeshire highlights, an important part of embracing active travel is putting those who walk or cycle at the top of our transport user hierarchy. The 2022 updates to the Highway Code put more emphasis on protecting the most

vulnerable users of the road network, including people walking, cycling and horse riding. The road user hierarchy, as illustrated below, based on the Manual for Streets (DfT, 2007)⁵, puts active transport modes at the top of the road user hierarchy. The inclusion of equestrians in the hierarchy reflects the need to consider all vulnerable non-motorised users in all transport schemes, ensuring they are provided for where appropriate on a scheme-by-scheme basis and are not adversely impacted.

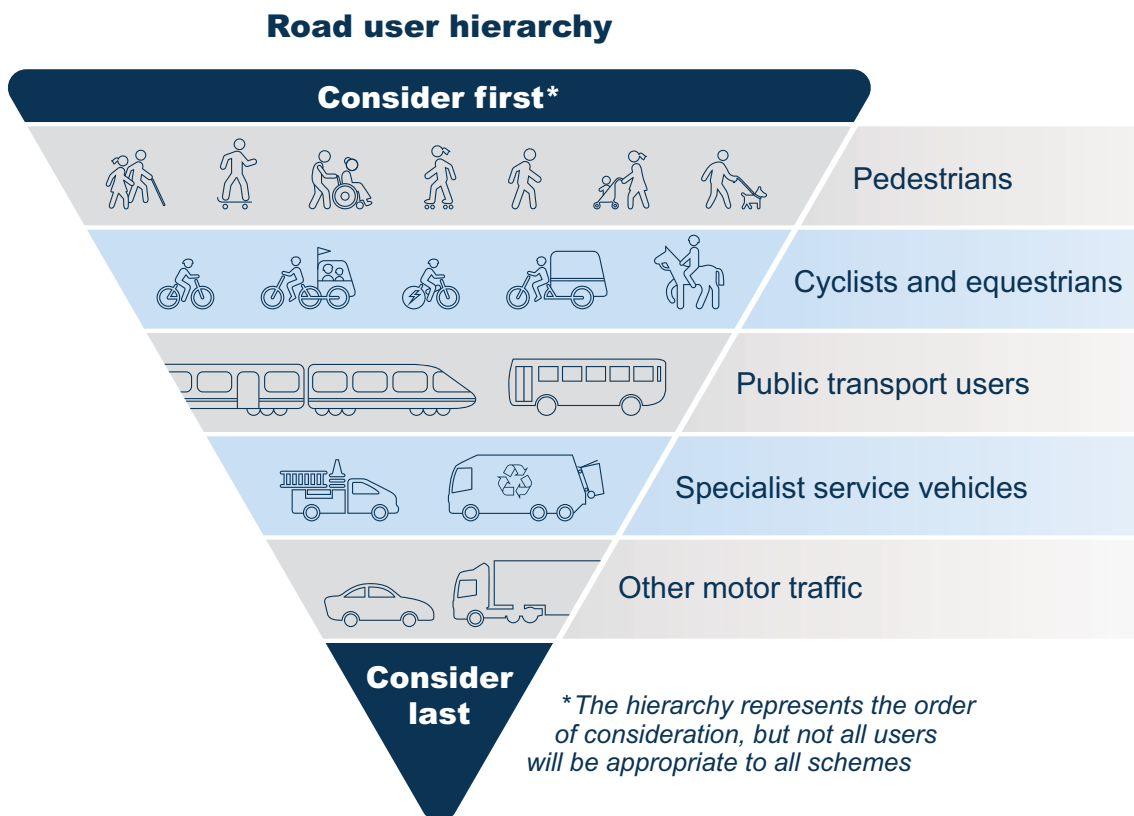


Figure 1: Road user hierarchy

Using the Toolkit

'New developments' as referred to in this Toolkit relates to both residential and commercial developments.

Completion of the Toolkit will be required for applications that meet any of the following minimum thresholds:

- > 150 residential units (dwellings);
- > 7,500 m² commercial floorspace; or
- > the site having an area of 5 hectares or more.

These thresholds are in line with the thresholds set by [Active Travel England](#)⁶ (ATE, 2023) for planning applications they will need to be consulted on.

A completed copy of the Design Checklist in Appendix 1 will need to be submitted alongside the [Transport Assessment](#)⁶ or as part of the Design and Access Statement process. Where a 'key consideration' has not been applied, if justification of this is not accepted by the Highway or Planning Authority, it may be used as a reason for objection or refusal.

For smaller developments, it is advised that developers still consider the Key Considerations and Expectations set out in the Toolkit, alongside Cambridgeshire's Active Travel Strategy and relevant technical guidance to ensure active travel provision is considered at the early stage of design.

The level of application of the Toolkit depends on the scale, type and location of the development, and an appropriate level of proportionality of design measures according to scale of development will be expected to be applied.

The Toolkit states the minimum expectations to be considered and how these can be incorporated into the design and the planning process, but how it is applied will be on an individual application basis. Any measures requested in a S106 or planning condition would be requested as part of a wider consideration of the Transport Assessment. The Local Planning Authority, in consultation with the Local Highway Authority where applicable, will determine if the appropriate level of consideration of the Toolkit has been applied, or if further consideration or evidence is required.

Consideration of any impact on public rights of way (PRoW) must also take place at an early stage of design. If a PRoW is being used to deliver active travel infrastructure, the implications of changing its surface or use needs to be considered and the appropriate authorisation⁸ gained from the Local Highway Authority prior to submission of a planning application.

Policy context

This Toolkit is in line with the wider national, regional, county and district transport and planning policies which aim to decrease car dependency through quality provision of active travel infrastructure. By enabling and encouraging more journeys to be made by foot or cycle, we can improve air

quality, meet our targets to become carbon neutral and help make our communities safer, healthier places to live and work. The relevant transport and planning policies and guidance that should be considered alongside this Toolkit are listed below:

Central Government:

Department for Transport [Gear Change: A Bold Vision for Cycling and Walking](#) (DfT, 2020)¹

Department for Transport [Decarbonising Transport: A Better, Greener Britain](#) (DfT, 2021)³

Department for Transport [Local Transport Note 1/20: Cycle Infrastructure Design](#) (DfT, 2020)⁴

Active Travel England [Planning Application Assessment Toolkit](#) (ATE, 2023)²

Department for Transport [Cycling and Walking Investment Strategy](#) (DfT, 2017 and DfT, 2022 update)⁹

Department for Transport [Manual for Streets 1 and 2](#) (DfT, 2007)⁵

Regional Government:

England's Economic Heartland [Regional Transport Strategy](#) (EEH, 2021)¹⁰

England's Economic Heartland [Active Travel Strategy](#) (EEH, 2023)¹¹

Cambridgeshire and Peterborough Combined Authority (CPCA):

Cambridgeshire and Peterborough [Local Transport Plan](#) (2020)¹²

Cambridgeshire and Peterborough [Local Transport and Connectivity Plan](#) (2023)¹³

Cambridgeshire and Peterborough [Independent Commission on Climate](#) (2021)¹⁴

Cambridgeshire and Peterborough [Non-Statutory Strategic Spatial Framework](#) (2018)¹⁵

Cambridgeshire and Peterborough [Health and Wellbeing and Integrated Care Strategy](#) (2022)¹⁶

Cambridgeshire and Peterborough [Vision Zero Partnership: Towards 2030 – Making Our Roads Safer for All](#) (2020)¹⁷

Cambridgeshire County Council (CCC):

Cambridgeshire County Council [Active Travel Strategy](#) (2023)¹⁸

Cambridgeshire County Council [Active Travel Design Guide](#) (2023)¹⁹

Cambridgeshire County Council [Rights of Way Improvement Plan](#) (2006 and 2016 update)²⁰

Cambridgeshire County Council [Local Cycling and Walking Infrastructure Plan](#) (2022)²¹

Cambridgeshire County Council [Highway Operational Standards](#) (2023)²²

Cambridgeshire County Council Highway Development Management – [General Principles for Development](#) (2023)²³

Cambridgeshire County Council [District Transport Strategies](#)²⁴

Cambridgeshire County Council [Climate Change and Environment Strategy](#) (2022)²⁵

Cambridgeshire County Council [Green Infrastructure Strategy](#) (2011)²⁶

Cambridgeshire County Council [Single Equality Strategy](#) (2018)²⁷

Greater Cambridge Partnership (GCP): Delivering the Greater Cambridge City Deal:

Greater Cambridge Partnership [Future Investment Strategy](#) (2021)²⁸

Local Planning Authority (LPA):

District Local Plans^{29, 38, 40, 41, 42}

District Supplementary Planning Documents (SPDs)^{30, 39}

District Area Action Plans

Neighbourhood Plans

Other guidance

Other guidance which is relevant to this Toolkit includes:

NHS [Healthy New Towns](#) (2018)³¹ (particularly Section 5)

Homes England [Building for a Healthy Life](#)³² (2020) (referred to in [National Planning Policy Framework](#)³³ (NPPF) paragraph 133)

Transport for London (TfL) [Healthy Streets for London](#) (2023)³⁴

Sport England [Active Design Guidance](#) (2023)³⁵

Key principles

This Toolkit sets out 13 key principles for a developer to consider for new developments.

- 1.** Strategic active travel connections: the need to be connected by active travel and public transport corridors to existing key destinations.
- 2.** Connectivity: all developments, where possible, should be connected in terms of active travel to the existing active travel, public transport and PRow networks.
- 3.** High-quality walking networks: providing high-quality walking networks.
- 4.** High-quality cycling networks: providing high-quality cycle routes.
- 5.** Liveable neighbourhoods: encouraging and prioritising active travel through the design of the development.
- 6.** Cycle parking: to be provided in well lit, overlooked, convenient and easily accessible areas.
- 7.** Timing: active travel routes to be delivered before first occupancy: key active travel infrastructure should be ready for use when the first residents move in.
- 8.** Construction access: access for construction vehicles should be via separate routes. This is to ensure safety of residents walking, wheeling or cycling during construction and enables active travel infrastructure to be built and made accessible to residents prior to overall completion.
- 9.** Public transport: to support longer journeys by public transport, the developments need early planning of bus routes, bus stops, transport hubs, shelters and maintenance agreements, as well as safe and convenient connections to bus stops by active modes.
- 10.** Managing car parking: the overall design of developments must proactively avoid illegal or inconsiderate car parking as a consequence of poor design as this can cause a significant barrier to active travel.
- 11.** Healthy living and leisure: offer facilities for healthy living within the development and for leisure opportunities beyond the site to promote healthy lifestyles.
- 12.** Welcome packs and travel planning: active travel options must be made clear to new residents and occupants.
- 13.** Reserve fund: unplanned infrastructure may be needed in any large development and a reserve fund should be agreed for larger developments.

Components

For ease of use, the Toolkit is made up of a simple checklist to enable users to quickly identify issues, describe how they will be addressed and at what stage of the planning process, i.e., through conditions, reserved matters or design code phases.

- 1. Cambridgeshire New Development Active Travel Design Checklist Guidance:** Sections 1 to 13 – Developers will be expected to demonstrate that their proposals satisfy the requirements of this Guidance by assessing their proposals against the expected provisions which are brought together under the checklist. These relate to each specific stage of the application. Minimum expectations, guidance references and examples to support the use of the Toolkit are explained later.
- 2. Cambridgeshire New Development Active Travel Design Checklist:** Appendix 1 – to be completed and returned to the Local Planning Authority with the planning application.

The process

Stage: Pre-application
(if required)

Developer

Discuss Toolkit with LPA and CCC Transport Assessment team

Complete toolkit and design standards checklist

Produce and provide supporting evidence, plans and documents

Submit completed toolkit with initial design proposals to the **LPA**

Local Authority review

Local Highway Authority (LHA)

Proposals reviewed by the **LHA Transport Assessment team**

Conditions formulated and basis for S106 agreements reached using the basis for conditions and agreements

Discussion/negotiation

Developer/LPA/LHA

Discussion and agreement on proposals, planning conditions and S106 agreements with the **LPA/LHA**

Completion of application/agreements

Developer

Submit all completed toolkit components and supporting evidence with final application to the **LPA**

Reserved matters to be submitted in accordance with the toolkit specification as agreed at the planning outline

Stage: Application

Cambridgeshire new development Active Travel design checklist

This section sets out the key considerations of the Active Travel Toolkit and examples of evidence to be submitted to the Local Planning Authority with any application. A blank version of the checklist is provided in Appendix 1. Where a key consideration has been reviewed by an applicant, but further measures are not considered appropriate due to scale/type of development, a response of 'N/A' is acceptable if in agreement with the Transport Assessment Team. The completed Active Travel Toolkit will be assessed by the Local Planning Authority and Local Highway Authority as appropriate.

Relevant comments will be made if it is felt an appropriate level of consideration has not been applied to the Toolkit.

This section assists the user by directing them to relevant local and national policy and includes photographic examples of best practice, with some poorer examples for comparison.

To view previously identified active travel schemes in the location of the development that may relate to your proposal, please visit the [MyCambridgeshire interactive map](#)³⁶ and view schemes under the Transport Proposals Database (TPD).



1 Strategic active travel connections

New developments need to be connected by active travel and public transport corridors to existing destinations. The need for strategic links will be dependent on location and scale of the development.

Minimum expectations

Strategic active travel and public transport connections to key destinations will be required for any new development where existing provision is below expected standard or non-existent.

1. Provisions to upgrade pedestrian, cycle and public transport access to a development should be made to ensure that the development is sustainable, meets the National Planning Policy Framework (NPPF) and mitigates its impact on the surrounding highway network.
2. There must be a high-quality walking connection from the site to support access to a primary school, local shops or services which benefit the community and a regular public transport service.
3. The development should be providing LTN 1/20 compliant cycleway connections to relevant key destinations such as local centres, schools, employment centres, public transport hubs and leisure attractions.
4. All new or improved off-site junctions must be designed in line with the road user hierarchy. The Junction

Assessment Tool from LTN 1/20 must be used for the design of all junctions except priority junctions between minor roads with flows below 500vpd.

5. Infrastructure needs conditions and S106 triggers to ensure that the development is linked to when new infrastructure will be built. Key connections should be built prior to first occupation. Development may need to be held back until infrastructure is in place under a monitor and manage strategy.
6. New infrastructure needs sufficient design and investigation at the outline planning stage to ensure that it is deliverable in practice when the development comes forward.

Existing Public Rights of Way (PRoW) may be proposed for improvement to provide strategic connections. Any proposal affecting PRoW must align with the Cambridgeshire Rights of Way Improvement Plan²⁰ and Cambridgeshire Active Travel Design Guide¹⁹ and must not adversely impact existing users. Proposals to change the surface of a PRoW requires approval. Information is available here: Rights of way – Cambridgeshire County Council³⁷ and the form is here.

Stage	Example of evidence submitted to the planning authority
Policy	Local Plan, Area Action Plan or Supplementary Planning Document policy stating what strategic transport infrastructure is required to enable this development, including cycle and bus infrastructure.
Master planning	Location of active travel and public transport corridors access points and routes within the development.
Application	Drawings of required routes, parameter plans showing the movement network, S106 heads of terms and triggers for external infrastructure provision, surveys and drawings of any infrastructure to be provided outside of the development.
Design code	For larger developments this will detail street layouts and cross sections, the location of active travel and public transport routes through the development and cycle parking provision.
Reserved matters	Engineering drawings of active travel and public transport routes through the development, and any infrastructure to be provided outside of the development where not secured at outline application stage.

Useful policy/guidance references

These are often listed in Local Transport Plans, Local Plans, Area Action Plans and SPDs.

For further guidance refer to:

- > South Cambridgeshire District Council (SCDC) [South Cambridgeshire Local Plan \(2018\)](#)³⁸: Chapter 4 – Policy CC/1; Chapter 5 – Policy HQ/1 (f), (i), (m); Chapter 10 – Policy TI/2.
- > Greater Cambridge Shared Planning [Sustainable Design and Construction. Supplementary Planning Document \(2020\)](#)³⁹: Paragraph 2.3.9, Table 2.1.
- > East Cambridgeshire District Council (ECDC) [East Cambridgeshire Local Plan \(2015, amended 2023\)](#)⁴⁰: Paragraph 3.6.3 – Policy Growth 5.
- > Fenland District Council (FDC) [Fenland Local Plan \(2014\)](#)⁴¹: Section 5.3 – Policy LP15.
- > [National Planning Policy Framework \(NPPF\) \(2023\)](#)³³: Section 8: Promoting Healthy and Safe Communities and Section 12: Achieving well-designed places.
- > Huntingdonshire District Council (HDC) [Huntingdonshire’s Local Plan to 2036 \(2019\)](#)⁴²: Section 5.44 – Policy LP 16.

- > HM Government Healthy Lives, Healthy People: Our strategy for public health in England (2010)⁴³.
- > PPG (2014) The Role of Health and Wellbeing in Planning.
- > Town and Country Planning Association (TCPA) Planning Healthy Weight Environments (2014)⁴⁴.
- > Cambridgeshire County Council (CCC) MyCambridgeshire interactive maps³⁶.

Good practice examples



Photo 1a and 1b: Direct access to Cambridgeshire Guided Busway and cycleway, Clay Farm development, Cambridge.



Photo 2: Toucan crossing for cyclists and pedestrians between Darwin Green and Eddington developments.



Photo 3: Cycle route connection via Bunker's Hill from Girton to Eddington.



Photos 4a and 4b: Cycle route connection to the Bell School, A1307 Babraham Road, Cambridge.



Photo 5: Segregated cycleway and footway on each side of the carriageway on a primary street, Waterbeach New Town. Dedicated space considered for pedestrians and cyclists, and lighting along the route.

Photo 6: A direct connection from the shared use path on the link road towards the town centre, Drovers Place, Huntingdon.



Photo 7: Riverside bridge linking a new development in Chesterton, Cambridge, to the existing cycle network to facilitate journeys to the city centre and station.

2 Connectivity

All new developments must be connected in terms of active travel to the existing active travel, public transport and PRow networks.

Minimum expectations

There must be a seamless, well signed, connection between walking, wheeling and cycling within a development and the existing active travel, public transport and Public Rights of Way networks.

1. All opportunities for safe, step-free, fully accessible walking and cycling site access points should be maximised and should be greater in number than the access points for motor vehicles (except where additional accesses would provide no benefit to active travel). A motor vehicle access point with safe provision for walking and cycling counts as a walking and cycling access point.
2. The site accesses should be arranged to prevent private vehicle drivers from using the site as a shortcut while undertaking longer journeys. This is best achieved through filtered permeability, or by ensuring all general traffic accesses are taken from the same main road.
3. Connections to existing PRow should provide easy access to the surrounding green spaces.
4. There should be high-quality active travel links to all nearby bus stops and train stations where appropriate.

Stage	Example of evidence submitted to the planning authority
Master plan	Details of offsite connection locations into the site.
Application	Drawings of new or improved junctions and access into the site to accompany Transport Assessment and Design and Access Statement.
Reserved matters	Engineering approval drawings where not secured at application stage.

Useful policy/guidance references

For further guidance refer to:

- > South Cambridgeshire District Council (SCDC) South Cambridgeshire Local Plan (2018)³⁸: Chapter 5 – Policy HQ/1; Chapter 10 – Policy TI/2.
- > Greater Cambridge Shared Planning Sustainable Design and Construction. Supplementary Planning Document (2020)³⁹: Chapter 2.3, Paragraph 2.3.9, Table 2.1.
- > East Cambridgeshire District Council (ECDC) East Cambridgeshire Local Plan (2015, amended 2023)⁴⁰: Section 7.8 – Policy Com 7.
- > Fenland District Council (FDC) Fenland Local Plan (2014)⁴¹: Section 5.3 – Policy LP15.
- > Huntingdonshire District Council (HDC) Huntingdonshire’s Local Plan to 2036 (2019)⁴²: Section 5.44.
- > National Planning Policy Framework (NPPF) (2023)³³: Section 8: Promoting Healthy and Safe Communities.
- > Cambridgeshire County Council (CCC) Cycle route maps (2023)⁴⁵.

Good practice examples



Photo 8: Cycle and footway link from new development to existing road, Marleigh, Cambridge.



Photo 9: Connection to the existing shared path and bus stop from Babraham Research Park, Cambridge.



Photo 10: Shorter link for those on foot or bike, Glebe Farm, Cambridge.

Poor practice example



Photo 11: Poor provision for active travel connection between the existing supermarket and new development, Trumpington Meadows, Cambridge.

3 High-quality walking networks

Developments must provide high-quality walking networks.

Minimum expectations

Ensure there is a connected, high-quality pedestrian network within a development.

1. The walking network should be safe, convenient, direct and attractive, and be fully accessible to all types of pedestrians, e.g. wheelchair and mobility scooter users, those with pushchairs and those with mobility or visual impairment in terms of access controls, widths, steps, ramps and materials.
2. Walking routes must be a minimum 2m wide (with limited pinch points of 1.5m minimum due to street furniture), step free, have a smooth, even bound surface, have appropriate crossings in compliance with LTN 1/20 (table 10-2) and have street lighting.
3. Footways should continue across all accesses and side roads unless this is not possible due to safety concerns.
4. The network should include green routes away from traffic; pathways that provide recreational, public health and wellbeing opportunities, as well as transportation links.
5. The network must be well connected to all key locations within a development including schools, shops, community spaces, open spaces and sports areas as well as key destinations outside the development.
6. Footways and footpaths must have an agreed adoption and maintenance strategy.

Stage	Example of evidence submitted to the planning authority
Policy	Local Plan, Area Action Plan or Supplementary Planning Document policy stating the above requirements.
Master planning	Must show the key walking routes through the development.
Application	Drawings of footways, crossings, lighting, surfacing and parameter plans of the movement network.
Design code	For larger developments this will detail the movement network, widths, crossing types, surfacing and lighting.
Reserved matters	Engineering drawings of footways, crossings and lighting where not secured at application stage.

Useful policy/guidance reference

For further guidance refer to:

- > South Cambridgeshire District Council (SCDC) [South Cambridgeshire Local Plan \(2018\)](#)³⁸: Chapter 5 – Policy HQ/1; Chapter 10 – Policy TI/2.
- > Greater Cambridge Shared Planning [Sustainable Design and Construction. Supplementary Planning Document \(2020\)](#)³⁹: Paragraph 2.3.9, Table 2.1.
- > East Cambridgeshire District Council (ECDC) [East Cambridgeshire Local Plan \(2015, amended 2023\)](#)⁴⁰: Section 7.8 – Policy Com 7.
- > Fenland District Council (FDC) [Fenland Local Plan \(2014\)](#)⁴¹: Section 5.3 – Policy LP15.
- > Huntingdonshire District Council (HDC) [Huntingdonshire's Local Plan to 2036 \(2019\)](#)⁴²: Section 5.44 – Policy LP 16.
- > [National Planning Policy Framework \(NPPF\) \(2023\)](#)³³: Section 8: Promoting Healthy and Safe Communities; Section 9: Promoting Sustainable Transport.

Good practice examples



Photo 12: Continuous footway across a side road in Waterbeach.



Photo 13: Continuous footway for pedestrians, Histon.



Photo 14: Segregated walking route forming link to Busway via Community Garden, Clay Farm, Cambridge.

Poor practice example



Photo 15: Lack of continuous footway over car park entrance, Darwin Green, Cambridge.

4 High-quality cycle routes

Large developments should provide high-quality cycle routes with a distance of 250 m between key cycle routes. This may not be applicable for smaller developments.

Minimum expectations

Developments should provide high-quality cycle routes with a minimum distance of 250 m between key cycle routes.

1. The cycle network should be LTN 1/20 compliant, safe, convenient, direct and attractive and connect all key locations within a development including schools, shops, community spaces, open spaces and leisure facilities as well as key destinations outside the development.
2. The network should include a) green routes away from traffic, b) cycle provision alongside primary streets and c) routes that link streets through residential areas and across gaps between plots (designed to be low speed and low-trafficked). Shared paths may be appropriate through green spaces dependent on predicted usage levels but issues of potential conflict with people walking, particularly at junctions with other paths, should be considered and designed out.
3. The cycle network needs planning at the master planning and design code stages to ensure it connects all areas and facilities within the development and links to key destinations outside. General design principles for the different types of proposed infrastructure must also be included at the design code stage and be aligned with the Cambridgeshire Active Travel Design Guide as well as meet LTN 1/20 standards.
4. Fully segregated or stepped cycleways must be provided on both sides of primary streets/spine roads, ideally with a verge between the carriageway and the cycleway to prevent cars parking on the cycleway. Two-way cycleways on one side of the road will only be acceptable where there is little or no development on the other side of the road and crossing movements are provided for. Applicants will need to show at the outline stage that there is enough road corridor space provided on primary streets and at junctions. Cross sections and side road treatment will need to be provided at this stage.

5. Section 14.3 in LTN 1/20 sets out key considerations for a cycle network within a new development, including the five core design principles to which it should comply. Figure 4.1 indicates suitable types of infrastructure related to expected speeds and traffic volumes to achieve appropriate protection from motor vehicles.
6. Any paths that link streets within a development should be designed for both walking and cycling with good forward visibility at each end.
7. There should be a presumption against unsealed surfaces for off-road cycle and shared use paths and drainage gullies should be cycle friendly.
8. Cycle paths must have an agreed adoption and maintenance strategy.

Stage	Example of evidence submitted to the planning authority
Policy	Local Plan, Area Action Plan or Supplementary Planning Document policy stating the above requirements.
Master planning	Should show the key cycling routes through the development.
Application	Drawings of cycle infrastructure, including cycleways, roads, crossings, surfacing, lighting and parameter plans of the cycle movement network.
Design code	For larger developments this will detail the cycle movement network, general design principles for segregated cycleways, shared paths and cycleways within streets including surface treatments, widths, crossing types, surfacing and lighting.
Reserved matters	Engineering drawings of the detailed design of the cycle infrastructure, including cycleways, roads, crossings, surfacing and lighting where not secured at application stage.

Useful policy/guidance references

For further guidance refer to:

- > Department for Transport (DfT) [Cycle Infrastructure Design, LTN 1/20 \(2020\)](#)⁴: Section 14.3 and Section 6.2.
- > [South Cambridgeshire Local Plan \(2018\)](#)³⁸: Chapter 5 – Policy HQ/1; Chapter 10 – Policy TI/2.

Good practice examples



Photo 16: Continuous footway and cycleway across car park access, Darwin Green, Cambridge.



Photo 17: Side road treatment, Waterbeach.



Photos 18a and 18b: Segregated cycleway and footway, Green End Road, Cambridge.

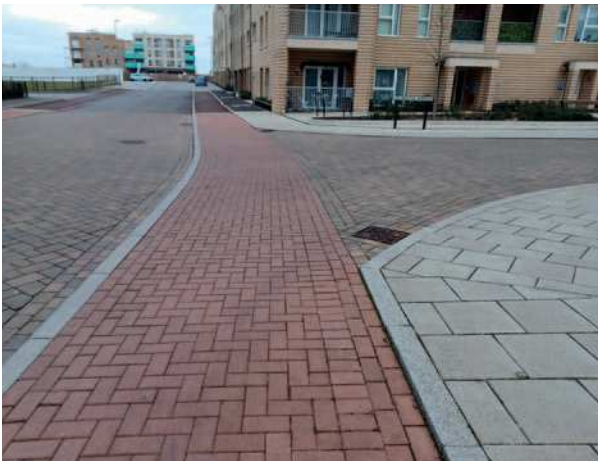


Photo 19: Use of different surface materials for cycle track, Darwin Green, Cambridge.



Photo 20: Stepped cycle lane on each side of the carriageway on a primary street, Northstowe Phase 2 (it is recommended to put signs on wooden bollards (see photo 49) or existing posts to reduce street clutter).

Poor practice examples



Photo 21: Priority given to vehicles accessing car park rather than those using the shared path, (note: in this urban location cyclists and pedestrians should also be segregated) Cambourne, South Cambridgeshire.



Photo 22: Side road crossing which keeps kerb lines giving the feel of a traditional junction contrary to the give way markings. Design should reinforce the priority, Eddington, Cambridge.



Photos 23a & 23b: Junction of off-road shared paths where segregation and give way lines have been introduced retrospectively to reduce conflict between users in Eddington, Cambridge.

5 Liveable neighbourhoods

Active travel and healthy living should be prioritised and encouraged through the design of the development.

Minimum expectations

1. Routes for walking and cycling should be shorter and more direct than the equivalent by car where feasible. Opportunities should be taken to include car-free routes and filtered permeability, which provide more direct and convenient routes for walking, cycling and wheeling compared with the equivalent journey by car. Filtered permeability could be provided in the form of removable bollards where access for emergency vehicles remains, or camera enforcement where allowed, and appropriate, for access by buses.
2. Street design should self-enforce slow vehicle speeds with a design speed of below 20 mph. This should include regular speed control measures and tight radii at side road junctions as set out in Cambridgeshire's Highway Development Management General Principles of Development²³ and Manual for Streets⁹. No new or improved streets should be designed and signed for speeds above 30 mph.
3. Large developments should follow the principles of the 20-minute neighbourhood: Town and Country Planning Association (TCPA) The 20-minute neighbourhood (2021)⁴⁶.
4. Any new development will be expected to apply the principles of Healthy Streets (see Figure 2)⁴⁹.
5. Schools must be located close to attractive active travel routes in an easily accessible location for the whole development, and away from primary/high trafficked roads. School drop off/pick up should be less convenient by car. Active travel



Figure 2: Healthy Streets Indicators

infrastructure around schools should consider higher capacity needed at peak times, e.g. wider footways and cycleways.

6. All new or improved junctions must be designed in line with the movement hierarchy. The Junction Assessment Tool from LTN 1/20 (Appendix B) should be used for the design of all

junctions except priority junctions between minor roads with flows below 500VPD.

7. Appropriate crossing types (signalised/zebra/uncontrolled/continuous footway) should facilitate walking and cycling desire lines. Crossings should be accessible to all and comply with standards set out in LTN 1/20 and Inclusive Mobility.

Stage	Example of evidence submitted to the planning authority
Policy	Local Plan, Area Action Plan or Supplementary Planning Document policy stating the above requirements.
Master planning	School, local centre and amenity locations, road layout and key off-road cycle routes through green areas should be shown.
Application	Drawings of access, street and junction layouts including all crossing places. Parameter Plans showing the movement network.
Design code	For larger developments this will detail street layouts and cross sections, junction typologies and crossing types to be used in the development.
Reserved matters	Engineering drawings of access, street and junction layouts including all crossing places where not secured at application stage.

Useful policy/guidance references

For further guidance refer to:

- > Department for Transport (DfT) [Gear Change: A Bold Vision for Cycling and Walking \(2020\)](#)¹
- > Active Travel England (ATE) [Active Travel Information Portal](#)⁴⁷
- > London Cycling Campaign (LCC) and Living Streets (LS) [A Guide to Low Traffic Neighbourhoods \(2019\)](#)⁴⁸
- > Healthy Streets [The 10 Healthy Streets Indicators \(2023\)](#)⁴⁹

Good practice examples

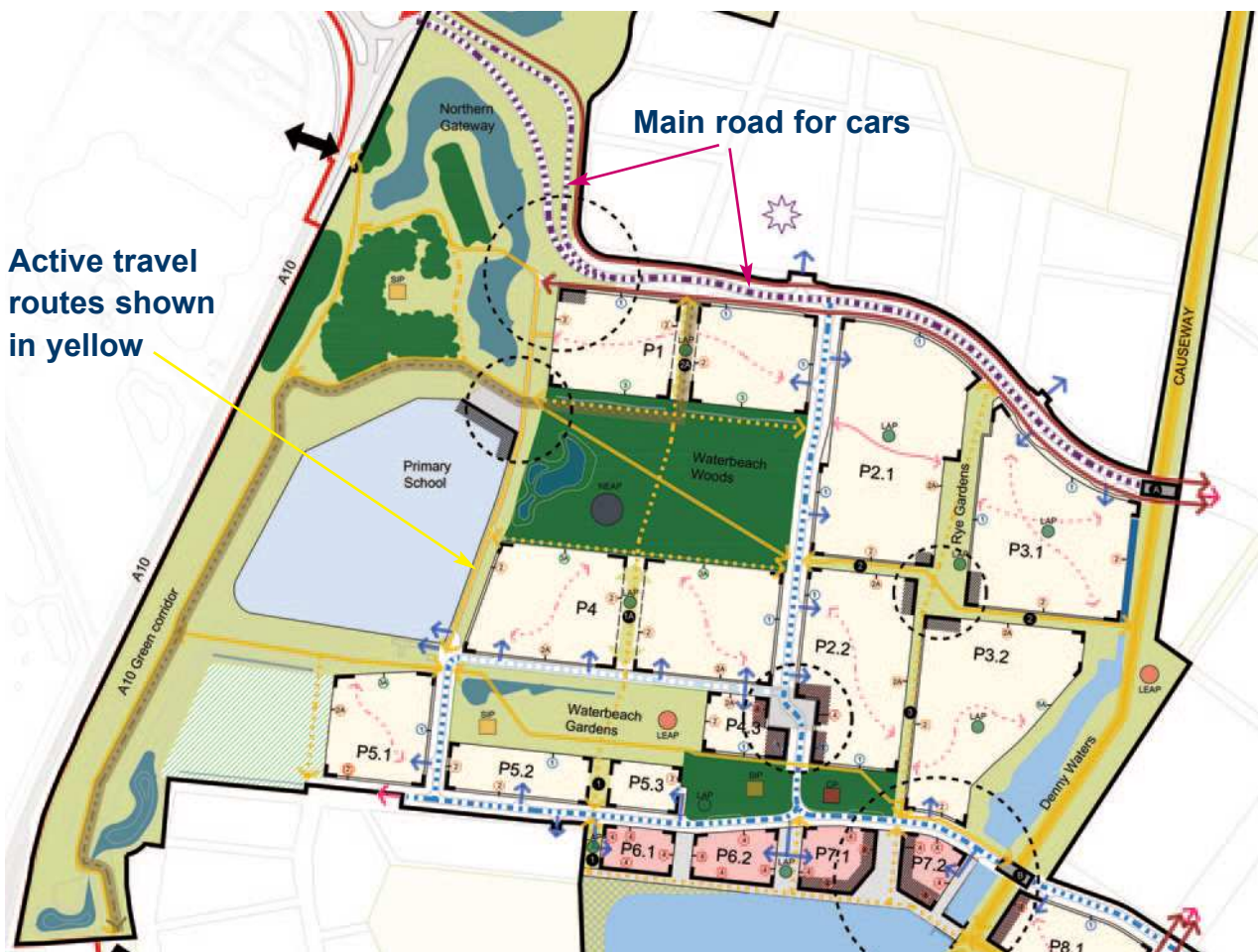


Figure 3: Dedicated active travel routes planned with limited vehicular access to the primary school, Waterbeach.



Photo 24a: Use of rising bollards to act as a modal filter allowing only buses, taxis, emergency vehicles and cyclists, to use the main high street through the development Monday – Friday, 7am – 7pm, Eddington, Cambridge.



Photo 24b: Permanent restriction on primary road through the Clay Farm development to prevent through traffic.



Photo 25: Community link, Waterbeach.



Photo 26: Car free frontage, Marmalade Lane, Cambridge.



Photo 27a: Modal filtering used (using removable bollards to allow emergency access) along road to prevent through vehicular traffic, Clay Farm, Cambridge.



Photo 27b: The same road where the design could better reflect the shared space concept as this layout looks to users as if the footway is blocked by planting, Clay Farm, Cambridge.

6 Cycle parking

Cycle parking should be provided in well lit, convenient and easily accessible areas for all types of development.

1. Cycle parking should be secure, easily accessible and covered, in line with LTN 1/20 or local planning policy where the local plan requirement is higher.
2. Sheffield stands are generally preferred, and vertical or semi-vertical cycle racks are not acceptable.
3. Drawings and illustrative dimensions to guide the space requirements for cycle parking can be found in the Cambridge City Council's [Cycle Parking Guide for New Residential Developments](#).⁵⁰
4. Parking bays for cycle/scooter hire schemes should be considered where appropriate.



Short-stay cycle parking

Accessible, overlooked and appropriate short-stay/visitor cycle parking must be provided for shops, community facilities, schools, offices, play areas and open spaces across the development as well as for flats and other multi-occupancy buildings. Cycle parking at bus stops should also be provided where appropriate, particularly at key interchanges.

Minimum expectations

All short stay/visitor cycle parking should be conveniently located as close as possible to the main entrances of buildings and in an area where it is subject to natural surveillance and well lit.

1. Visitor cycle parking should be provided at each public entrance of blocks of flats, community services and businesses.
2. Space for short-stay cargo bike/trailer parking should be provided at key locations such as schools, nurseries, libraries and retail centres.
3. Cycle parking should minimise conflicts between cycles, motor vehicles and pedestrians.
4. Opportunities should be taken to locate short-stay parking under cover, for example where there is building overhang, this should be considered for larger areas of short-stay cycle parking.

Good practice examples



Photo 28a: Short stay cycle parking for visitors, Eddington, Cambridge.



Photo 28b: Short-stay cycle parking for visitors, Clay Farm, Cambridge.

Long-stay cycle parking

Appropriate, secure, easily accessible, covered long-stay cycle parking must be provided for students/school children, staff and for residents as well as for users of train stations, bus stations and other transport hubs such as Park and Rides.

Minimum expectation

Long-stay cycle parking must be in a secure location and at least as convenient as any car parking provided.

1. All residential cycle parking must be provided in a secure, lockable location and a proportion of the cycle parking for non-residential development should be provided within a lockable, secure location. Access to cycle parking should be as close as is practical to staff entrances and closer than non-disabled staff car parking.
2. Cambridge City Council's [Cycle Parking Guide for New Residential Developments](#)⁵⁰ provides guidance on all aspects of residential cycle parking.
3. Sheffield stands or similar are the preferred option, but the use of high-low and two-tier/double stacker racks could be considered for non-residential and large student developments. Two-tier cycle parking should include a secure locking point that a frame can be locked to and integral to the stand rather than bolted on.
4. A minimum of 20 per cent of the cycle parking spaces required should be useable by those unable to lift a cycle or use a ramp and locating them in a basement or above ground floor should be avoided unless it can be shown to be easy to use. Any ramps must have a gradient of no more than 1 in 4 on both sides of any stepped access.
5. As set out in LTN 1/20, 5 per cent of the cycle parking should be useable by non-standard cycles such as tricycles and cargo bikes with adequate space for easy manoeuvring. This parking should be located in as convenient a location as possible and clearly marked with a stencil and signage. Where demand for cycle parking is high, such as at transport hubs, floor anchors or low Sheffield stands should be installed instead of conventional stands to dissuade those with standard cycles from using them.

Stage	Example of evidence submitted to the planning authority
Policy	Cycle parking policies.
Design codes	Cycle parking requirements and general provisions.
Application or reserved matters	Cycle parking drawings and specifications.

Useful policy/guidance references

For further guidance refer to:

- > South Cambridgeshire District Council (SCDC) [South Cambridgeshire Local Plan \(2018\)](#)³⁸: Chapter 4 – Policy CC/1; Chapter 5 – Policy HQ/1; Chapter 10 – Policy TI/2 and TI/3.
- > Greater Cambridge Shared Planning [Sustainable Design and Construction. Supplementary Planning Document \(2020\)](#)³⁹: Chapter 2.3, Table 2.1.
- > Huntingdonshire District Council (HDC) [Huntingdonshire's Local Plan to 2036 \(2019\)](#)⁴²: Chapter 5 – Policy 17.
- > East Cambridgeshire District Council (ECDC) [East Cambridgeshire Local Plan \(2015, amended 2023\)](#)⁴⁰: Section 7.9 – Policy Com 8.
- > Fenland District Council (FDC) [Fenland Local Plan \(2014\)](#)⁴¹: Section 5.3 – Policy LP15.
- > Cambridge City Council (CCiC) [Cycle Parking Guide for New Residential Developments \(2010\)](#)⁵⁰.
- > Transport for London (TfL) [London Cycling Design Standards \(2014\)](#)⁵¹.
- > Cambridge Cycling Campaign, [Making Space for Cycling – A guide for new developments and street renewals \(2014\)](#)⁵².

Good practice examples



Photo 29: Secured bike shelter with keypad locking system, Marmalade Lane, Cambridge.



Photo 30: Secured bike shelter with swipe card access, Eddington, Cambridge.

7 Active travel routes to be delivered before occupancy

Key active travel infrastructure should be ready for use when residents move in to enable safe connections to facilities and establish good behaviour practices.

Minimum expectations

Key cycle and walking infrastructure should be completed and connected when first residents move in.

1. The development should provide off-site LTN 1/20 compliant routes to relevant destinations such as schools, local centres, employment centres, railway stations and the existing cycling network. There should be active travel routes connecting to new facilities from when they first open and this should be guaranteed through a S106 or S38 Agreement. This will require outline conditions and ongoing dialogue with master developers to ensure key routes are constructed to link housing plots in time for the opening of schools and other key destinations.
2. If roads or paths are closed for construction works, there must be advanced notification to residents of any works and alternative routes must be available and appropriately signed, including at entry points, to avoid long diversions.
3. Any temporary road surfaces and crossings should be smooth and safe to allow easy access for users of all abilities including those using mobility aids or pushchairs.

Stage	Example of evidence submitted to the planning authority
Application	Active travel infrastructure completion programme and phasing plan including details of the timing of the construction of paths and key routes within the development.

Useful policy/guidance references

For further guidance refer to:

- > Department for Transport (DfT) [Local Transport Note 1/20: Cycle Infrastructure Design](#) (2020)⁴: Chapters 13, 14 and 15.
- > Cambridgeshire County Council (CCC) [Cambridgeshire Highways Development Management General Principles for Development](#) (2023)²³.

Good practice examples



Photo 31: Shared use path built early in the development to connect the first residential path to the primary school, Northstowe.

Poor practice example



Photo 32: Important link to existing network along edge of development incomplete whilst development built out so unusable to new residents, Darwin Green, Cambridge.

8 Construction access

Access for construction vehicles as the development is inhabited should consider the safety of residents walking, wheeling or cycling during construction, as well as how active travel infrastructure is built and made accessible to residents prior to completion.

Minimum expectations

A separate construction access only route should be provided during buildout of the development, or if it is not possible, then the developer should provide mitigating solutions to ensure active travel routes are safe and connected.

1. The construction access route for the duration of the construction should allow for all key active travel infrastructure within the development to be completed before first occupation.

2. Any primary streets with segregated cycle infrastructure should be constructed fully before any adjacent plots are developed. Development parcels adjacent to primary streets could have restricted access to the primary street for services and driveways to enable early construction of the primary street, and delays associated with construction of the parcel frontages. This would be defined in the design code.

Stage	Example of evidence submitted to the planning authority
Application	Construction access routes and construction phasing plan in relation to streets and plots and overall construction and whether construction will require the closure of primary streets.
Reserved matters	Details of construction phasing and method to ensure access is provided during construction where not secured at application stage.

Useful policy/guidance references

For further guidance refer to:

- > South Cambridgeshire District Council (SCDC) South Cambridgeshire Local Plan (2018)³⁸: Chapter 5 – Policy HQ/1; Chapter 10 – Policy TI/3.
- > Greater Cambridge Shared Planning Sustainable Design and Construction. Supplementary Planning Document (2020)³⁹: Paragraph 2.3.9, Table 2.1.
- > East Cambridgeshire District Council (ECDC) East Cambridgeshire Local Plan (2015, amended 2023)⁴⁰: Section 7.8 – Policy Com 7.
- > Fenland District Council (FDC) Fenland Local Plan (2014)⁴¹: Section 5.3 – Policy LP15.
- > Huntingdonshire District Council (HDC) Huntingdonshire’s Local Plan to 2036 (2019)⁴²: Section 4.55 – Policy LP 4.

Good practice examples



Photo 33: Construction vehicle access route away from the primary street, Northstowe Phase 2.



Photo 34: Construction traffic access route, Marleigh, Cambridge.



Photo 35: Frontages designed to be accessed from within the plot allowing primary roads to be completed, Eddington, Cambridge.

9 Public transport

To support longer journeys by public transport the development needs early planning of routes, bus stops, shelters, bus service support and shelter maintenance agreements, as well as safe and convenient connections by active modes to both bus stops and local train stations.

Minimum expectations

There should be seamless connections for onward travel by sustainable modes by ensuring high-quality routes to rail stations where applicable and that buses are able to serve new developments and can use primary roads from the first occupancy, with supporting infrastructure such as bus stops with shelters, seating and cycle parking.

1. Access to local railway stations where applicable.
2. Bus routes, stops and interchanges/hubs should be planned at the pre-application stage. Seek S106 at outline stage for a bus service if needed, in consultation with CPCA Public Transport team and bus operators.
3. Where there are segregated cycle routes, bus stops should be designed with a cycle by-pass in accordance with LTN 1/20 (6.6.8)⁴.
4. All locations within the site should ideally be within a 400 m or five-minute walking distance of a public transport station or stop.
5. Bus stops should be located in pairs, opposite each other, and located at key destinations and be near to well designed, safe crossing places.
6. Bus stops should be well designed with good quality shelters, timetables/real-time information, seating and cycle parking if needed.
7. Early discussion with the Local Highway Authority and City, Town or Parish Councils to agree on bus shelter type and locations.
8. Bus shelter maintenance must be detailed at outline planning stage and approval sought from the relevant Parish, Town or City Council.

Stage	Example of evidence submitted to the planning authority
Masterplan	Bus circulation route and bus stop locations.
Application	Drawings of bus stop layout and main roads within development. Details of highway layouts, bus shelters, bus shelter maintenance, real-time bus information at bus stops. Bus service enhancement payments or provisions and bus shelter maintenance in the S106.
Design code	For larger developments this will detail bus stop location and layout and the width and layout of main roads within development. Details of bus shelters, real-time bus information at bus stops and other provisions at bus stops like cycle parking and bins.
Reserved matters	Engineering approval drawings of bus stops and roads where not secured at application stage.

Useful policy/guidance references

For further guidance refer to:

- > South Cambridgeshire District Council (SCDC) [South Cambridgeshire Local Plan \(2018\)³⁸](#): Chapter 10 – Policy TI/2.
- > Greater Cambridge Shared Planning [Sustainable Design and Construction. Supplementary Planning Document \(2020\)³⁹](#): Paragraph 2.3, Table 2.1.
- > Huntingdonshire District Council (HDC) [Huntingdonshire’s Local Plan to 2036 \(2019\)⁴²](#): Section 5.47 – Policy LP 16.
- > Sustrans, [Active Travel Toolbox: Linking Active Travel and Public Transport to Housing Growth and Planning \(2017\)⁵³](#).

Good practice examples



Photo 36: Cycle by-pass at bus stop, Huntingdon Road, Cambridge.



Photo 37: Bus stop and shelter, Eddington, Cambridge.



Photo 38: Cycle parking at a bus stop by Love's Farm development, St Neots.

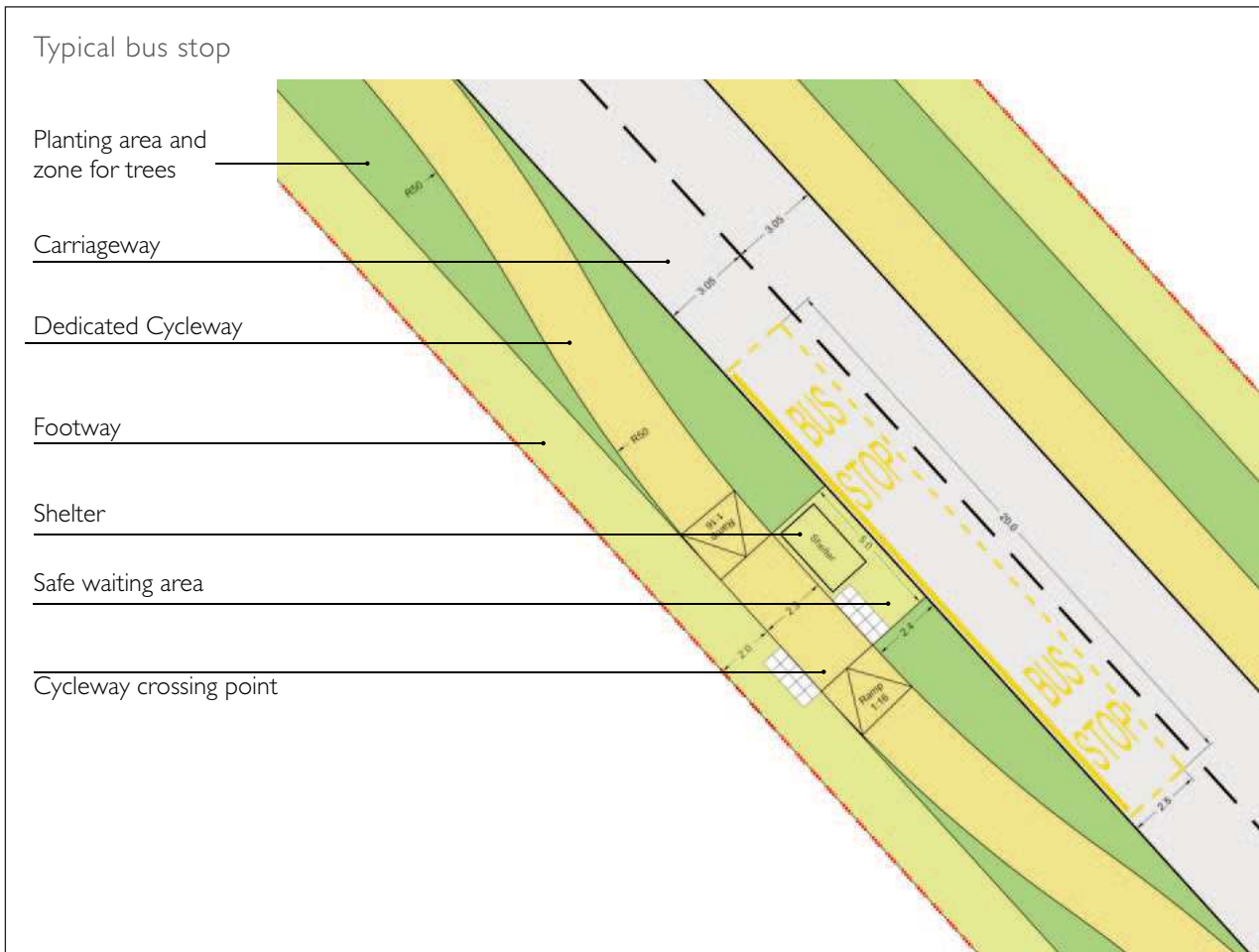


Figure 4: Design Code extract showing bus stop design, Northstowe Phase 2.

Poor practice example



Photo 39: Section of footway across verge to access bus provided retrospectively several years after bus stop became operational, Cambourne.

10 Managing car parking

The overall design of developments should proactively avoid known barriers to active travel such as illegal or inconsiderate car parking as a consequence of poor design.

Minimum expectations

Car parking for dwellings needs consideration and must be aligned to the Local Plan policy of the relevant Local Planning Authority.

1. Car parking provision should consider car ownership levels to discourage overspill parking onto streets.
2. Parking provision and design should prevent cars parking on pavements or stepped cycle lane, e.g. adequate visitor parking, avoidance of unsuitable parking designs.
3. Parking restrictions and enforcement will need to be considered for each development. Temporary measures will need to be taken by the developer to ensure cycleways and footways are kept free of parking whilst the road is unadopted.
4. On-street parking should be carefully designed otherwise it can lead to obstruction of footways, public spaces and cycle paths.
5. Designated areas for parking for trades should be provided during construction.
6. The potential for overspill parking from nearby destinations will need to be understood and managed.
7. Garage and carport dimensions should allow sufficient width for cars; recommended widths are 3.3 m x 6 m to avoid parking on streets. If also providing cycle parking, then garages should be larger.
8. Driveways need to be long enough to ensure that cars do not intrude onto the adjacent highway and that garage doors can be lifted, or front doors opened without having to move the car. An allowance of at least 1 m should be provided.

Stage	Example of evidence submitted to the planning authority
Policy	Car parking policies.
Design codes	Car parking requirements and general provisions.
Application or reserved matters	On-street and off-street car parking drawings and specifications.

Useful policy/guidance references

For further guidance refer to:

- > South Cambridgeshire District Council (SCDC) [South Cambridgeshire Local Plan \(2018\)](#)³⁸: Chapter 5 – Policy HQ/1; Chapter 10 – Policy TI/3.
- > Greater Cambridge Shared Planning [Sustainable Design and Construction. Supplementary Planning Document \(2020\)](#)³⁹: Paragraph 2.3.9, Table 2.1.
- > East Cambridgeshire District Council (ECDC) [East Cambridgeshire Local Plan \(2015, amended 2023\)](#)⁴⁰: Section 7.9 – Policy Com 8.
- > Fenland District Council (FDC) [Fenland Local Plan \(2014\)](#)⁴¹: Appendix A – parking standards.
- > Huntingdonshire District Council (HDC) [Huntingdonshire’s Local Plan to 2036 \(2019\)](#)⁴²: Section 5.52 – Policy LP 17.
- > Huntingdonshire District Council (HDC) [Huntingdonshire Design Guide SPD \(2017\)](#)⁵⁴: Section 3.5.
- > Cambridge City Council (CCiC) [Cycle Parking Guide for New Residential Developments \(2010\)](#)⁵⁰.

Good practice examples



Photo 40: Parking on driveways and in laybys leaving shared area free, Fyson Way, Warboys.

Poor practice examples



Photo 41: Car parked on footway despite large paved area. Marked bays and planting areas could have been considered, Wellbrook Way, Girton.



Photo 42: Parking on cycle lanes, Darwin Green, Cambridge.



Photo 43: Due to poor planning, cycle lanes are being obstructed by parked cars and bins, Northstowe Phase 1.

11 Healthy living and leisure

New development should offer facilities for healthy living within the development and for leisure opportunities beyond the site to promote healthy lifestyles. Cambridgeshire and Peterborough Health and Wellbeing and Integrated Care Board are producing a Healthy Places Joint Strategic Needs Assessment (HP JSNA) on the Built Environment and Health which will be drafted in early 2024.

Minimum expectations

Measures to promote healthy new communities should apply the approach to include 10 Healthy Streets Indicators (see Figure 2, page 29).

1. Seats placed in public spaces and along pedestrian routes for people to rest, situated in well-lit areas with litter bins.
2. Signage for key routes to enable orientation around a new development and creation of dementia-friendly environments.
3. Shade provided by trees.
4. Safe and attractive routes to allow countryside and green areas to be accessible to the widest possible range of people and encourage healthy activities. For example, a perimeter path around the development and strategic connections and routes outside of the development to key green infrastructure facilities and networks.
5. Existing PRow should be retained on their existing alignment retaining their natural character where possible. The PRow network should be enhanced to mitigate the impact of any changes if needed.
6. Proposals must align with the Cambridgeshire Rights of Way Improvement Plan¹³ and Cambridgeshire Active Travel Design Guide.
7. Consideration of infrastructure to enable cargo bike delivery or cycle hire.

Stage	Example of evidence submitted to the planning authority
Policy	Local Plan, Area Action Plan or Supplementary Planning Document policy stating the above requirements.
Application	Drawings showing details of seats, surfaces, signage and public rights of way upgrades surrounding the development.
Design code	For larger developments this will detail the seats, surfaces, signage and strategy within the development.
Reserved matters	Engineering drawings of the detailed design of the seats, surfaces and signage where not secured at planning stage.

Useful policy/guidance references

For further guidance refer to:

- > South Cambridgeshire District Council (SCDC) [South Cambridgeshire Local Plan \(2018\)](#)³⁸: Chapter 10 – Policy TI/2.
- > Greater Cambridge Shared Planning [Sustainable Design and Construction. Supplementary Planning Document \(2020\)](#)³⁹: Table 2.1.
- > East Cambridgeshire District Council (ECDC) [East Cambridgeshire Local Plan \(2015, amended 2023\)](#)⁴⁰: Section 7.
- > Fenland District Council (FDC) [Fenland Local Plan \(2014\)](#)⁴¹: Section 3.3.
- > Huntingdonshire District Council (HDC) [Huntingdonshire's Local Plan to 2036 \(2019\)](#)⁴²: Section 7.54 – Policy LP 29.
- > Transport for London (TfL), [Healthy Streets for London \(2023\)](#)³⁴.
- > Newcastle University, [Designers guideline to ensure Mental Health is considered \(2023\)](#)⁵⁵.

Good practice examples



Photo 44: Benches along the cycleway in Northstowe Phase 1.



Photo 45: Developer considers sufficient space for equestrian crossing from Rampton to Longstanton via Northstowe Phase 2.



Photo 46: Secured cycle parking which allows the community to hire e-bikes via an app for leisure or longer travel, Northstowe.



Photo 47: Benches provided to achieve healthy and safe places, Darwin Green, Cambridge.



Photo 48: Wayfinding promoting active travel, Eaton Socon, St Neots.



Photo 49: Less obtrusive shared use signage on wooden bollard rather than larger post, West Cambourne.

Poor practice example



Photo 50: Numerous signs in Eddington, Cambridge.

12 Welcome packs and travel planning

Sustainable travel options should be made clear to new residents and occupants.

Minimum expectations

Welcome packs are key in new communities to establish exemplary active travel patterns from the outset.

1. Welcome packs with relevant maps and other active travel and public transport-related information should be sent to every household, employer and school.
2. Events and travel surveys to be undertaken from an early stage of a development and then annually for a minimum of five years.
3. A Travel Plan Coordinator needs to be appointed for the development with sufficient budget and for sufficient length of time (proportionate to the size of the development) to promote sustainable and active travel and encourage uptake of incentives aimed at promoting active travel or use of

public transport. This should be detailed in a travel plan which should be conditioned or guaranteed by a S106 obligation.

4. The Travel Plan Coordinator for a major development should also work with local employers and schools within the development and locally.
5. Welcome packs should be given to new residents as they move into their new home.
6. The County Council's Transport Assessment Team will be looking to secure active travel vouchers and/or free bus travel to encourage residents or staff travel to development sites sustainably.

In the future, developers will be able to purchase a standard or bespoke welcome pack from the Active Travel Team.

Stage	Example of evidence submitted to the planning authority
Application	Welcome packs with details from the Travel Plan to be secured by condition.

Useful policy/guidance references

For further guidance refer to:

- > Town and Country Planning Association (TCPA) Practical Guides for Creating Successful New Communities Guide 13: Sustainable Transport (2020)⁵⁶: Section 3:2, Principle 2.

Good practice example

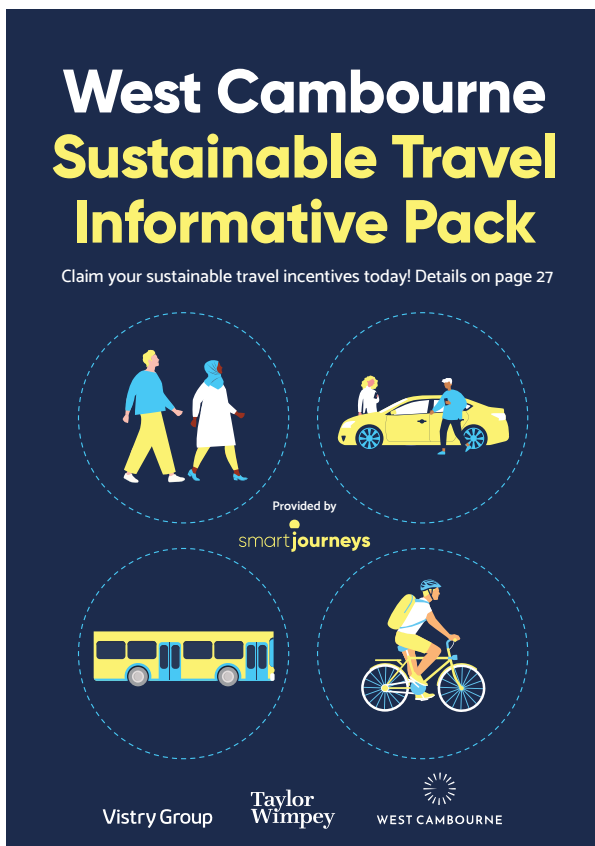


Figure 5: Welcome pack developed for West Cambourne residents.

13 Reserve fund

Unplanned active travel or public transport infrastructure may be needed in any large development and a reserve fund should be agreed, for example, 5–10 per cent of the total S106 travel plan contribution.

Minimum expectations

A reserve fund should be provided through the S106 agreement.

This is to ensure funding for active travel infrastructure or provision, that is related to a development as it evolves. Typically, it has not been highlighted in a consent condition or S106. In large complex developments funding for these extras will always arise and be required.

Stage	Example of evidence submitted to the planning authority
Application	This is applicable for large developments of over 1,000 dwellings where a S106 funded contribution should be secured.

Useful policy/guidance references

For further guidance refer to:

- > South Cambridgeshire District Council (SCDC) [South Cambridgeshire Local Plan \(2018\)](#)³⁸: Chapter 10 – Policy TI/2.
- > Greater Cambridge Shared Planning [Sustainable Design and Construction. Supplementary Planning Document \(2020\)](#)³⁹.
- > Huntingdonshire District Council (HDC) [Huntingdonshire's Local Plan to 2036 \(2019\)](#)⁴²: Section 4.55 – Policy LP 4.

Good practice example



Photo 51a and 51b: Uncompleted path from Longstanton Park and Ride to Northstowe Phase 2 that was not provided for at the outline stage and therefore required additional funding to implement after the development was largely complete.

Appendix 1

Cambridgeshire New Development Active Travel Design Checklist (LTN 1/20 compliant cycle routes) – Applicant's response form

Applicants are asked to fill in the Applicant's response form detailing whether each item is applicable to the development and if so, how it has been considered. This may be submitted as an Active Travel Toolkit for New Developments Response or as a separate section within a Design and Access Statement or Transport Assessment. For outline applications some elements of the Toolkit may become incorporated into parameter plans, conditions or S106 heads of terms. For reserved matters or full applications, details may be required in submitted drawings and plans. In the table below, please detail references where applicable.

For each of the key considerations below, describe how the it has been applied and evidence provided.

If not applicable use 'N/A' with brief justification.

- 1 Strategic active travel connections to key destinations.**
- 2 Connectivity to the existing active travel, public transport and public rights of way networks.**
- 3 High-quality walking networks within the development.**
- 4 High-quality cycle routes within the development.**
- 5 Liveable neighbourhoods – encourage and prioritise active travel through the design of the development.**
- 6 Cycle parking (short stay and long stay).**
- 7 Active travel provision before first occupation.**
- 8 Active travel provision during construction.**
- 9 Public transport provision within and to the new development.**
- 10 Managing car parking to prevent a barrier to active travel.**
- 11 New development should offer ways for healthy living within the development and for leisure opportunities beyond the site to promote healthy lifestyles.**
- 12 Sustainable travel options should be made clear to new residents and occupants.**
- 13 Unplanned infrastructure may be needed in any large development and a reserve fund should be agreed for this.**

References

- 1 Department for Transport (DfT) Gear Change: A bold vision for cycling and walking (2020):
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/904146/gear-change-a-bold-vision-for-cycling-and-walking.pdf
- 2 Active Travel England (ATE) ATE Planning Application Assessment Toolkit: Checklist User Manual (2023):
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1160285/active-travel-england-toolkit-user-manual.pdf
- 3 Department for Transport (DfT) Decarbonising Transport – A Better, Greener Britain (2021):
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1009448/decarbonising-transport-a-better-greener-britain.pdf
- 4 Department for Transport (DfT) Cycle Infrastructure Design Local Transport Note 1/20 (LTN 1/20) (2020):
<https://assets.publishing.service.gov.uk/media/5ffa1f96d3bf7f65d9e35825/cycle-infrastructure-design-ltn-1-20.pdf>
- 5 Department for Transport (DfT) Manual for Streets 1 and 2 (2007):
<https://www.gov.uk/government/publications/manual-for-streets>
- 6 Active Travel England (ATE) Active Travel England to be consulted on all large planning applications press release (2023):
<https://www.gov.uk/government/news/active-travel-england-to-be-consulted-on-all-large-planning-applications>
- 7 Cambridgeshire County Council (CCC) Transport Assessment Requirements (2019):
<https://www.cambridgeshire.gov.uk/asset-library/transport-assessment-requirements.pdf>
- 8 Cambridgeshire County Council (CCC) Highway Operational Standards at Appendix T (2023):
<https://www.cambridgeshire.gov.uk/residents/libraries-leisure-culture/countryside-access/rights-of-way#making-changes-to-the-surface-of-a-public-right-of-way-15-0>
- 9 Department for Transport (DfT) Cycling and Walking Investment Strategy (2017):
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/918442/cycling-walking-investment-strategy.pdf
- 10 England's Economic Heartland (EEH) Regional Transport Strategy (2021):
https://eeh-prod-media.s3.amazonaws.com/documents/Connecting_People_Transforming_Journeys_av.pdf
- 11 England's Economic Heartland (EEH) Active Travel Strategy (2021):
https://eeh-prod-media.s3.amazonaws.com/documents/Active_Travel_Strategy_-_The_Ambition.pdf
- 12 Cambridgeshire and Peterborough Combined Authority (CPCA) Local Transport Plan (2020):
<https://cambridgeshirepeterborough-ca.gov.uk/what-we-deliver/transport/local-transport-plan/>
- 13 Cambridgeshire and Peterborough Combined Authority (CPCA) Local Transport and Connectivity Plan (2023):
<https://cambridgeshirepeterborough-ca.gov.uk/wp-content/uploads/CPCA-LTCP-Strategic-Document.pdf>

- 14 Cambridgeshire and Peterborough Combined Authority (CPCA) Independent Commission on Climate (2021):
<https://cambridgeshirepeterborough-ca.gov.uk/what-we-deliver/environment/independent-commission-on-climate/>
- 15 Cambridgeshire and Peterborough Combined Authority (CPCA) non Statutory Strategic Framework (2018):
<https://cambridgeshirepeterborough-ca.gov.uk/wp-content/uploads/documents/Strategies/non-statutory-spatial-framework/Non-Statutory-Spatial-Framework-Phase-1.pdf>
- 16 Cambridgeshire and Peterborough Integrated Care System (CPICS) Cambridgeshire and Peterborough Health and Wellbeing and Integrated Care Strategy (2022):
<https://cambridgeshireinsight.org.uk/wp-content/uploads/2023/02/Health-and-wellbeing-integrated-care-strategy.pdf>
- 17 Cambridgeshire and Peterborough Road Safety Partnership (CPRSP) Vision Zero Partnership Towards 2030 – Making Our Roads Safer For All (2020):
<https://www.cprsp.co.uk/about>
- 18 Cambridgeshire County Council (CCC) Active Travel Strategy (2023):
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