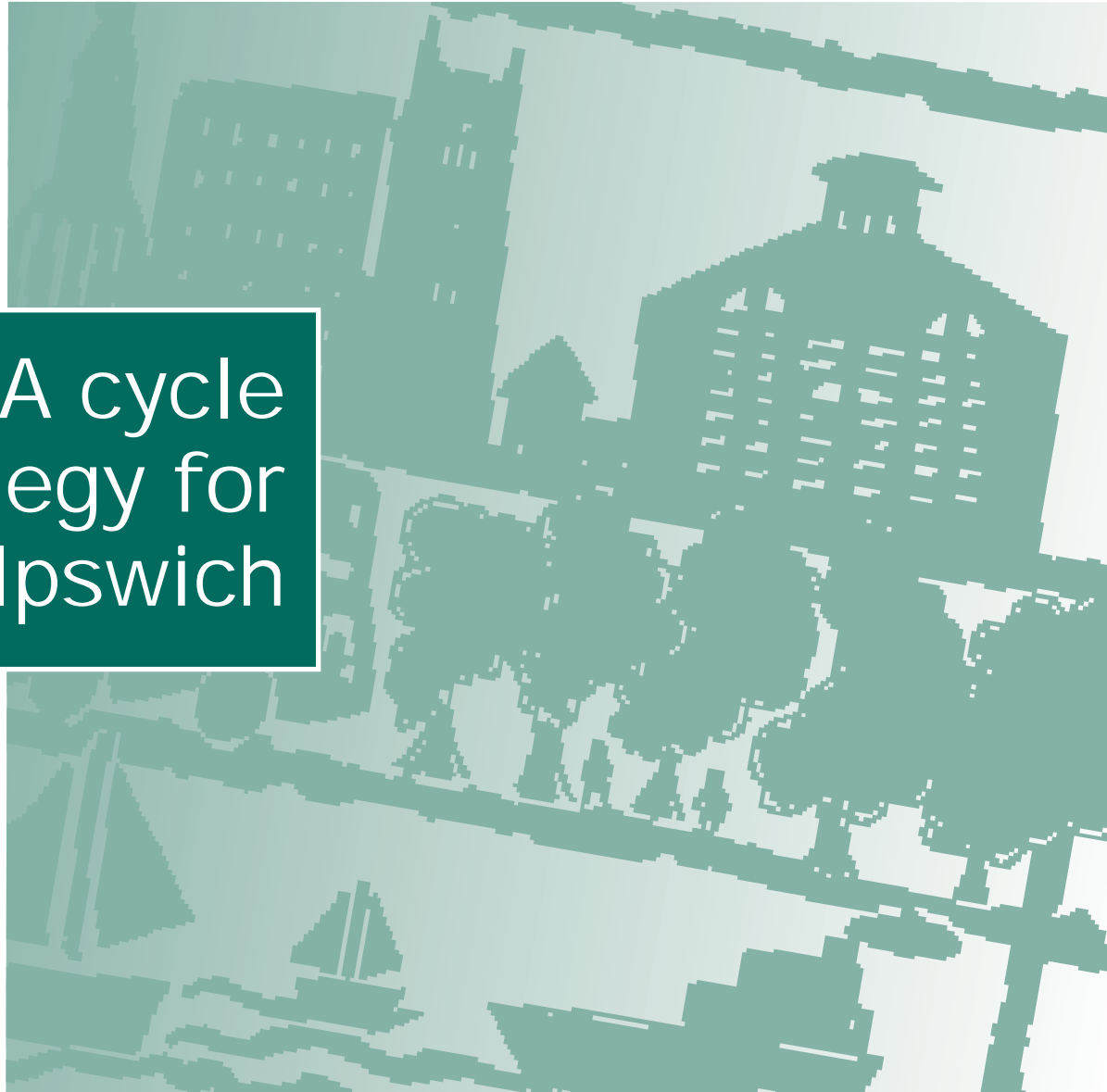




Ipswich Local Plan

Supplementary Planning Guidance

A cycle strategy for Ipswich



IPSWICH

**BOROUGH
COUNCIL**

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1.1 This document provides supplementary planning guidance to policies T9 and T10 of the Local Plan (See Appendix 1 - Policy Framework) which deal with provisions for cyclists. It also sets out the findings of the Ipswich Cycle Study (Allott Transportation, March 1995) and sets standards for the implementation of cycling facilities.

1.2 These Guidelines are primarily intended as a guide to cycling provisions to aid all who are engaged in planning, designing and constructing new developments. However it also provides Council Members and the general public with a comprehensive picture of the Council's policy and approach to cycle planning and its implementation, with the prime objective of achieving continuing growth in the use of bicycles as a means of transport.

1.3 The Council is committed to promoting cycling and creating a comprehensive network of safe and attractive cycle routes throughout the Borough as part of the Ipswich Transport Strategy. The strategy seeks to reduce reliance on the private car and promote more sustainable transport.

1.4 These Guidelines have been produced in line with Government Planning Policy Guidance, the National Cycle Strategy and the Suffolk County Cycling Strategy (See Appendix 1).

1. INTRODUCTION



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2. THE IPSWICH CYCLE STUDY

2.1 Background

2.1.1 Cycling as a leisure activity, and bicycle sales, are growing at a considerable rate. The image of cycling is changing to be an acceptable substitute for the motor car, however there is much to be done in terms of promoting it as a means of transport and not simply as a leisure activity, especially amongst commuters.

2.1.2 Ipswich Borough Council already has over twice the national level of cycle use, with 8% of journeys to work being made by bicycle (1991 Census). However, this is still relatively low compared with other East Anglian towns.

2.1.3 A cycle study of Ipswich was commissioned in August 1994 by Ipswich Borough Council and Suffolk County Council as part of the Ipswich Transport Strategy and was carried out by Consultants Allott Transportation. It examined cycling across the whole of Ipswich. The central aim of the study was to explore and recommend ways to achieve a much greater use of cycling as a means of transport in the town.

2.1.4 The report and its proposed strategy was endorsed by Transport Committee on 29th June 1995 as a basis for developing a cycle strategy for Ipswich.

2.1.5 The Ipswich Cycle Study states that it should be possible “to double the proportion of trips by bicycle to 15% by the year 2000, mainly by the transfer of trips from the private car, achieved through a combination of low cost planning and engineering measures, publicity, and by continuing to develop more sustainable and equitable transport policies”.

2.2 The Transport Situation in Ipswich

2.2.1 The public road system of Ipswich is, generally, suitable for cycling, but does include some stretches of road and junctions where cyclists are at risk, and many more which are often unpleasant for cycling and are perceived to be dangerous.

2.2.2 A number of specific traffic measures to help cyclists are already in place in Ipswich. These include bus/cycle lanes, shared-use footways, cycle gaps,

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exemptions to road closures (generally shared with buses), signalled crossings, protection at roundabouts and cycle parking.

2.3 Key Areas For Action

2.3.1 The study outlines the following three key areas as requiring action in order to promote a switch to cycling:

- safety, involving continuing education and publicity through the media, and accident remedial measures at some high-risk junctions;
- comfort, particularly concentrating on providing good quality, well-positioned cycle parking and identifying and improving cycle routes which are likely to be popular with existing and potential cyclists; and
- information, publishing advice and guides for cyclists, running events and keeping Borough and County Council officers and Members, and the public, informed and involved.

2.4 Key Target Groups

2.4.1 There are a number of different groups that have an interest in cycling provisions, however it tends to be those who already cycle on the road network who are most actively involved in campaigning for improvements. It is therefore important to involve and encourage those who do not cycle at present but might if conditions were to improve. These groups of people are likely to require different forms of provision to those who already cycle, who are less put off by road conditions. These two main categories are those which the Cycle Study outlines as Key Target Groups as follows:

- existing cyclists who are at risk at a small number of difficult junctions;
- residents who might be cycling for the first time since childhood, and who need extra support and encouragement to make trips which would otherwise have been by car.



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2.5 Benefits of Cycling

2.5.1 The Council recognises the benefits that can be derived from cycling as a mode of transport, both to the individual through benefits to personal health and fitness and to the community at large by helping to stem the rising levels of traffic congestion and noise and air pollution.

2.5.2 The main benefits:

- (i) Cycling provides a realistic and low-cost alternative method of transport.
- (ii) Cycling offers a widely accessible, convenient and environmentally friendly means of making local journeys, especially in urban and suburban areas.
- (ii) Cycling is a healthy, enjoyable, economic and efficient means of travelling.
- (iv) Cycling reduces traffic congestion, air and noise pollution as well as benefiting health and fitness of residents of all ages.
- (v) Cycling, out of all means of transport except walking, needs the least investment.

2.5.3 Despite the obvious advantages, cycling as a mode of transport has not maximised its potential. This can be associated to a number of factors many of which relate to physical conditions which could be significantly alleviated through the development of a coherent approach to the management and development of transport provision.

2.6 Factors which discourage cycling.

2.6.1 If the use of cycling as a means of transport is to be effectively increased then it is necessary to address the following issues:

2.6.2 **Attitudes** - Increases in the speed and volume of traffic in recent years has deterred people from cycling. This is further enforced by parental restrictions on the movements of children, with the result that a vicious circle is created with ever more people using cars which in turn leads to a greater perception of danger.

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2.6.3 **Safety** - Fear for personal safety, for many people, is a major deterrent to using a bicycle. According to surveys, cyclist feel in most danger on open stretches of road where vehicles are approaching from behind, however the majority of cycle accidents actually occur at junctions and intersections. It is therefore necessary to not only improve the danger spots but to also improve the perception of overall safety on cycle links.

2.6.4 **Effort** - It is clear that the longer a journey is the less feasible it becomes to make it by bicycle. It is generally accepted that a journey of five miles represents the upper limit. However as 75% of all journeys are five miles or less in length, the opportunities for cycling is immense.

2.6.5 **Lack of Facilities** - It has only been in recent years that provisions for cyclists have been made and many places still have insufficient cycle parking or safe routes for cyclists. A good cycle route network and facilities can greatly improve the attractiveness of cycling.

2.6.6 **Work Environment** - Often there are insufficient facilities for the cyclist at work, facilities such as changing rooms and showers, as well as secure places to leave cycles and belongings can considerably improve the attractiveness of cycling to work.

2.6.7 **Weather Conditions** - Clearly this is a deterrent that can not be easily overcome, although in Britain there are only a few days in the year when the weather actually makes cycling unpleasant. Again suitable facilities at cycle destinations can greatly alleviate the problem.

2.6.8 **Theft** - In terms of theft and security Ipswich appears to have a low rate of organised bike crime, however it suffers similarly to the national picture in terms of domestic and opportunist thefts. It is important that cycle theft does not increase as more people use cycles. Parking provisions must be of a high standard.

2.6.9 **Carrying Capacity** - Carrying heavy or bulky loads on a bicycle is not often practical and thus bicycles are not seen as versatile.

2.6.10 All these deterrents have been fully considered in the formulation of the Cycle Strategy, but are also important issues to keep in mind when determining how best to provide for the needs of cyclists and in promoting an increase in cycling as a means of transport.



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2.7 The Cycle Strategy

2.7.1 The key elements of the recommended strategy and action plan for Ipswich put forward by the Cycle Study are:

- Highway and traffic engineering measures to develop an urban cycling network which achieves a more cycle-friendly road environment and makes cycling a more attractive choice for personal transport.
- Traffic management and parking policies which help to give cycling, walking and public transport advantages in time, cost and convenience over private motor vehicles.
- Employer initiatives to encourage cycle commuting.
- Working in conjunction with other agencies and organisations which are involved with cycling.
- Publicity and education to encourage cycling and promote safe behaviour.
- Health promotion initiatives to help achieve “Health of the Nation” targets in reducing the incidence of coronary heart disease.

2.7.2 The overall key to the success of the cycle strategy, as put forward in the Cycle Study, is to make cycling much more competitive with the private car as a means of transport. This strategy outlines the need for not only special cycling facilities but also a need for highly visible measures to give advantages to cyclists, these could well be combined with measures to help buses.

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3.1 The Cycle Routes

3. THE CYCLE FRAMEWORK

3.1.1 The Ipswich Cycle Study identified a comprehensive network of routes which form the basis for developing cycling in Ipswich. However, it is envisaged that the opportunity to provide additional routes to those proposed in the Study will arise in future either through provision in new development or as a result of changing travel patterns.

3.1.2 The Study recommended that the network of radial routes from the Town Centre to the periphery of the built up area should be developed, starting with those routes that would have the greatest effect first. In line with this recommendation a rolling program of route implementation was started in 1995, with signed routes being introduced in various parts of the Town (See Appendix 2). In addition there has been significant expansion in cycle parking provision, particularly in the Town Centre. Cycle routes within the Town Centre are to be developed through the Sustainable Access Strategy.

3.1.3 It is clear that, for the majority of cyclists, the existing road system is the most important 'facility' and that much can be done to make it safer and more attractive for cyclists. With this in mind the focus of attention is aimed at improving these facilities, through sign posting, minor highway works and provision of secure places to park on arrival. Junctions where there is a poor accident record for cyclists have been identified by the Cycle Study (Appendix 3) and recommended improvements outlined. Local cycling groups have suggested routes already used by cyclists where attention can be concentrated. From the various sets of information a network of priority routes has been adopted on which initial measures are being concentrated where the greatest need is. Other routes are being implemented as appropriate situations arise, such as road surface maintenance and improvements.

3.1.4 The cycle routes, as shown in Appendix 2, provide a comprehensive network of links to all areas of town which will be integrated into a wider context of Leisure Cycle Routes (LCR) which, once established, will form part of the national cycle network linking the various local cycle networks as outlined in the National Cycle Strategy (NCS) and promoted by Sustrans (See Glossary).



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3.2 Implementing Routes

3.2.1 In line with Government advice and recommendations of the Ipswich Cycle Study a Local Cycle Forum has been established to discuss cycling issues. It involves officers from the Borough Council and representatives from pro-cycling groups such as the Cycling Touring Club, Ipswich Cycling Campaign and others. The primary purpose of the forum is to develop practical solutions to the recommendations of the Ipswich Cycle Study (Allott Transportation).

3.2.2 The majority of funding is obtained through the Transport Policies and Programmes (TPP) Package Bid which is drawn up by the Suffolk County Council in consultation with Ipswich Borough Council.

3.2.3 The Council is committed to exploring all available sources of public and private funding whilst continuing to bid for funds through the TPP for cycling. Developers will be expected to contribute towards cycling facilities wherever their proposals create a need for mobility which could be reasonably met, at least in part, through cycling.

3.2.4 The Council will encourage that adequate provision is made for cycling in the County Structure Plan and the Transport Policies and Programme (TPP) documents prepared by the County Council.

3.2.5 It is important that all the initial cycle routes and schemes are successful so as to provide a model for future replications and to visibly demonstrate shifts in road priority. For this reason measures for cyclists that are easily implemented and most effective in achieving their objectives are to be carried out first.

3.2.6 The Council in the implementation of new routes and facilities for cyclists will involve the public in a consultation process, where practical, to determine the best possible provision. At present the Ipswich Cycle Forum provides the basis for such discussions to take place and provides the opportunity for members of the general public to contribute to this important scheme development process.



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3.3 Employer Cycle Promotion

3.3.1 Cycling should be promoted as an integral part of plans by employers to reduce the land and maintenance costs of car parking provision, to reduce car use and to secure health benefits for their employees. This means developing facilities such as secure parking and showers, and providing financial incentives for employers to encourage cycle use to and within work.

3.4 Parking Provision

3.4.1 Cycle parking provision is a relatively easily implemented facility that can do much to improve the attractiveness of cycling. It is important for a number of reasons and the lack of safe places to leave bikes is often the reason for people not using them. The quality of parking provision is a key factor in deterring theft.

3.4.2 Design specifications are set out in Sections 5 & 6 of this document - Design Criteria/Parking Provision and a detailed table of acceptable parking provision is set out in Appendix 6. These should be referred to when evaluating parking needs in new developments.

4. Requirements of New Development

4.0.1 New developments should provide the highest possible standard of cycle provision as referred to in Sections 5 & 6 - Design Criteria/Parking Provision.

4.0.2 Within proposals for development the Council will require that adequate provision is made for cycling, including:

- a) Cycleways
- b) Cycle parking facilities

4.0.3 When considering requirements for cycling facility provision in proposals for development the Council will have regard to Department of the Environment Circular 16/91 relating to Planning Obligations.

4. REQUIREMENTS OF NEW DEVELOPMENT

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4.1 Protecting Identified Routes

4.1.1 In cases where a proposed site for development contains or is adjacent to an existing or proposed cycle link the Council will need to be satisfied that any development will not in any way hinder the function of the link and will encourage proposals to enhance the quality of such links.

4.1.2 The Council, in determining planning applications will have close regard to this guidance and the identified cycle network outlined in Appendix 2 (detailed in the Ipswich Cycle Study). Particular attention will be paid to the establishment of routes which will provide improved access to the following:

- a) Town Centre;
- b) employment areas;
- c) residential areas;
- d) Local Shopping Centres;
- e) schools;
- f) public transport interchanges;
- h) libraries; and
- i) sports and community centres.

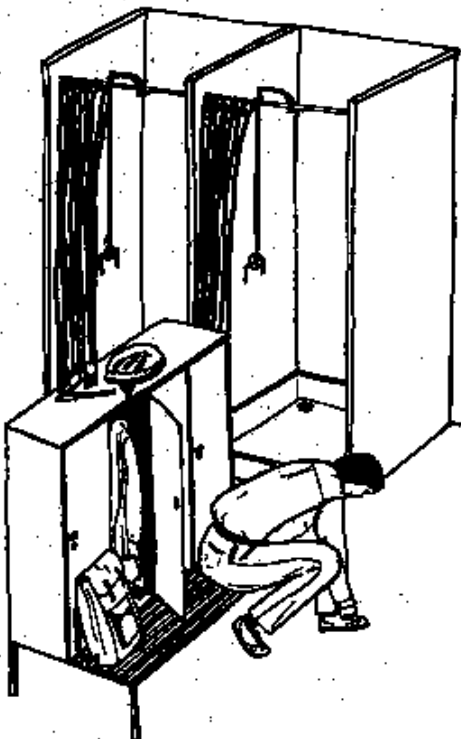
4.1.3 The Council will have close regard to national as well as local cycle routes and will seek to protect and enhance these where possible.

4.2 Provision of cycling facilities

4.2.1 In order to maintain access within the Town Centre and minimise congestion, the Council will seek the provision and improvement of facilities for cyclists, particularly in the layout and the facilities for cyclists that are provided in new developments.

4.3 Developer Contributions to Cycling Provision

4.3.1 Where a development could contribute to the creation of a cycle link, proposals will be required to provide a suitable route for cyclists or the improvement to an existing route, in line with guidance outlined in Sections 5 & 6 - Design Criteria/Parking Provision of this Supplementary Planning Guidance.



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4.3.2 In appropriate circumstances the Council may accept a commuted payment in lieu of the required provision. This contribution will thus enable suitable alternative provision to be made.

4.3.3 The Council will seek to ensure that the needs of cyclists are given full consideration in all road improvements and traffic management schemes and will seek opportunities to improve and extend the cycle route network where appropriate.

4.3.4 The Council under its Highways Agency contract will take on the ongoing responsibility of maintaining cycle links and public cycle facilities on highways.

5.0.1 The intention of this Section is to provide an outline of the basic design requirements that will be expected from new development and in the provision of facilities along cycle routes and at cycle destinations.

5.0.2 There are a number of easily implemented and relatively cheap provisions for cyclists that can be introduced which considerably increase the attractiveness of cycling as a mode of transport if well designed. One of the most effective is that of providing sufficient and secure parking for bicycles.

5.0.3 However the issue that is of upmost importance has to be that of safety for the cyclist, which can be increased dramatically through thoughtful and well executed designs.

5.0.4 A key to the successful promotion of cycling is to educate people in the use of bicycles and to make architects, designers and engineers aware of the need for cyclist provisions so that they can incorporate measures for cyclists into early stages of design and thus keep cost to a minimum.

5. DESIGN CRITERIA

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5.1 Considerations for Routes

5.1.1 An important early consideration is that of the type of cyclist who is likely to use the route eg. children, the elderly, commuters, etc. This kind of consideration is perhaps most important in deciding on the types of provision to be made, such as on or off road provision. Commuters or mature cyclists are likely to favour a less safe, main road route in order to gain time, over a quieter longer back route which might be taken by a school child or shopper. It is therefore important to know journey purposes for proposed routes.

5.1.2 It is also necessary to relate individual routes in urban areas to the wider network of the town and regional links so that they are fully integrated with one another.

5.1.3 The Council will seek to improve links between cycling and public transport by encouraging the provision of secure cycle parking and cycle carriage facilities at the railway station and bus interchanges.

5.1.4 Where possible provision of facilities for cyclist will favour separate routes. It is also essential that any newly created facility is legally established and that its status is easily recognisable. (see Legal Extracts - Appendix 4)

5.1.5 Where dedicated space for cycle routes is required, the Council will take up space used by motor vehicles in preference to that used by pedestrians, where practical.

5.1.6 Considerations need to be given to those cyclists and pedestrians with special needs, including the inexperienced, people with disabilities and those desiring challenging off-road cycling.

5.1.7 The Council will seek to improve cycling safety and convenience particularly on roads with high traffic volumes and at locations with poor cycling safety records.



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5.2 Design of Routes

5.2.1 It is necessary to have a clear understanding of the technical possibilities and limitations of cyclists and their bicycles.

5.2.2 A primary consideration is that bikes are powered by muscle, thus it is important to give consideration to the design of gradients and intersections.

5.2.3 Bicycles are also unstable - cyclists are affected by side winds, and slip streams of large vehicles, and by uneven and slippery riding surfaces. This necessitates careful consideration of lane widths and surface finishes.

5.2.4 The most important and obvious consideration is that of the vulnerability of cyclists, careful design can do a lot to improve safety for the cyclist.

5.2.5 The Council will require that cycle routes and facilities are provided in accordance with good design practice having regard to the *Suffolk Design Guide*, the Department of Transport - *Cycle-friendly Infrastructure, Design Bulletin 32 for Highways* and relevant technical papers and Circulars.

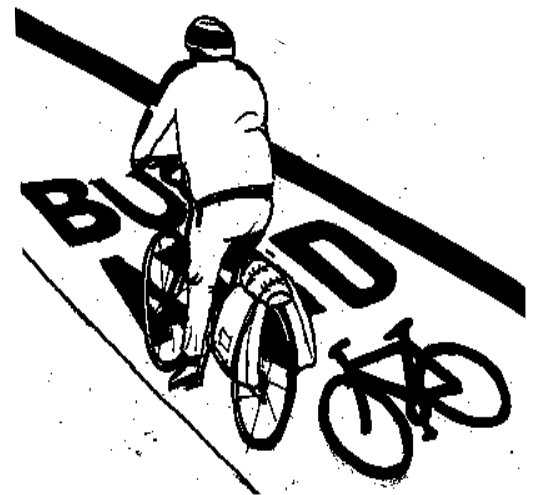
5.2.6 When developing new cycle links it will be necessary to carry out careful safety audits of the links both at 'drawing board' stage and after completion to be certain that they do not create a hazard and are of the highest possible standard.

5.3 Types of Measures for Cycle Routes in Ipswich

5.3.1 Reduction of traffic speeds - It is proposed that increasingly more speed restraints and cycle friendly traffic calming will be introduced.

5.3.2 Traffic management measures - It is also proposed to introduce extensive traffic management measures that give priority to the cyclists and improve their safety.

5.3.3 Increased safety - An overall aim of the Council is to make all heavily-trafficked roads safer for cyclists (and other users).



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5.3.4 Increased Awareness - The Council will seek to inform the public about the Cycling Strategy and to promote cycling in general.

5.3.5 The Council will support cycle education training schemes and safety campaigns.

5.4 Detailed Standards

5.4.1 A great deal of research has been carried out and guidance produced relating to lane widths, stopping distances, visibility, etc. However in the designing of new developments cycle facilities need to be provided in line with the most recent Department of Transport publication of cycle facility guidelines, currently the *Cycle-friendly Infrastructure - Guidelines for Planning and Design (January 1996)*.

5.4.2 The *Cycle-friendly Infrastructure* document outlines the design criteria and specifications for cycle links and facilities, giving both geometric standards for the optimum design specification as well as practical guidelines for those situations where optimum levels simply are not practical, for example on narrow sections of existing highway.

5.4.3 The specific design of links will depend principally on the speed and volume of motor vehicles that the cyclist will be mixing with, the function of the route for cyclists and the physical opportunities present. It should also take account of the number of HGV's, sight distances, on street parking, the number and type of junctions, access to properties, personal security and other local factors.

5.4.4 A number of different forms of cycle link can be introduced each requiring different considerations to be made. The most common form of cycle link are those using existing highways, either on or off the carriageway. Another is for links to utilise existing footpaths, vehicle restricted areas or pedestrian zones, however safety in these situations is a topic of considerable debate.

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5.5 Junctions and Crossings

5.5.1 Junctions and crossings are the area of greatest concern in terms of cyclist accidents and therefore are those which greatest attention needs to be given to. *Cycle-friendly Infrastructure* gives extensive guidance as to the design and treatment of junctions, however every junction is different and therefore careful safety studies are necessary to achieve optimum designs.

5.6 Traffic Calming Measures

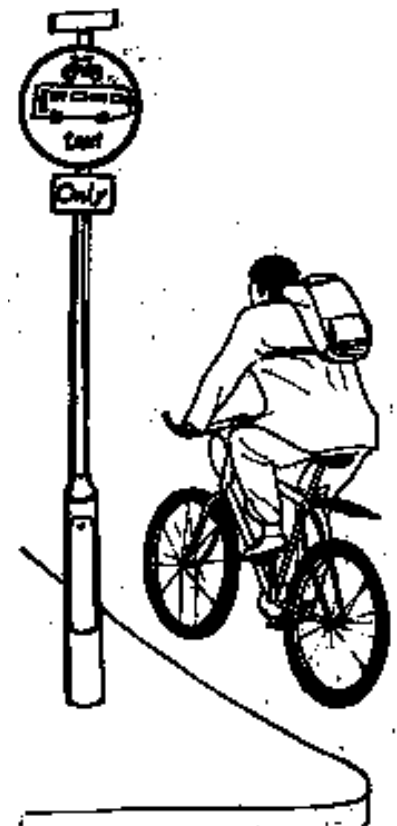
5.6.1 It has been proved by a number of studies that a small decrease in vehicular speeds can dramatically reduce the number of accidents on the carriageways. A number of approved and recognised methods exist for traffic calming including road humps, speed cushions, pinch points, build outs, central refuges, chicanes, services treatments, road closures and speed control islands all of which can be implemented both to reduce traffic speeds but also, in most cases, to give benefits to cyclists over cars.

5.7 Traffic Management

5.7.1 In order to achieve a switch from private motor car use to cycling and walking it is necessary to make these modes of transport relatively more attractive. In order to achieve this traffic management measures are being and will continue to be introduced such as car free areas and pedestrian priority areas, parking supply controls, land use allocations and traffic reduction and diversion schemes.

5.8 Quality of Cycle Links

5.8.1 It is important that routes are attractive as well as being functional. The quality of a route can do much to encourage people to cycle, so where possible routes should take advantage of attractive areas and should be landscaped to provide pleasant surroundings for the cyclist.



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5.8.2 Route surfaces need to be smooth and well maintained and the effect of different seasons should be thoroughly considered, for example the effects that ice or wet leaves might have. Cyclists are effected to a much greater extent by drainage problems and road debris than other road users and thus it is necessary for roads, used by cyclist, to be maintained to the highest possible standard.

5.9 Green Corridors/Links

5.9.1 A number of green spaces of varying size and visibility exist in Ipswich which offer the opportunity to form links between inner parts of town and surrounding countryside, visually and by providing access on foot or by cycle. The Ipswich Local Plan outlines in Plan No.1 these 'Green Corridors', where the Council will seek to achieve wherever possible routes that would be available to the public at large.

5.9.2 A number of the links proposed by the Cycle Study are intended to take advantage of many of Ipswich's parks which at present it is illegal to cycle through. In order to establish the feasibility and possibilities of cycle links through the parks a separate study is to be carried out.

5.9.3 There may be considerable opportunities to expand the cycle network by negotiating the use of many public spaces and footpaths that are currently both illegal to cycle on and/or unsuitable.

6. PARKING PROVISION

6.0.1 This chapter provides the detail of the Council's Cycle Parking Standards and gives clarification of what is expected from new developments in terms of cycle parking provision, further detail to this guidance is given in the *Cycle-friendly Infrastructure* document.

6.0.2 There are a number of sites in Town where cycle parking is available. Appendix 5 shows the location of existing parking facilities .

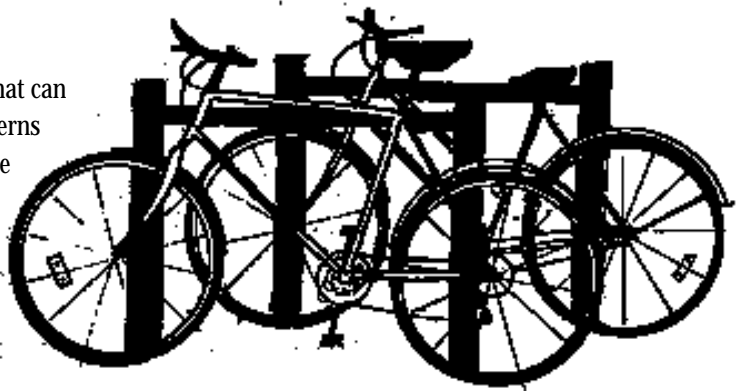
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6.0.3 When considering proposals for development, including changes of use, the Borough Council will require the provision of cycle parking facilities in line with the standards set out in Appendix 6. If however it can be reasonably demonstrated that it is not possible to make full provision on site then the Council may except a commuted payment for provision of parking elsewhere.

6.0.4 Appendix 6 contains the Cycle Parking Standards required of new developments. This is expressed in terms of the number of cycle parking spaces required for different types of development.

6.1 Cyclist requirements

6.1.1 Cycle parking is perhaps the one provision that can do the most to increase cycle use in Ipswich. Concerns as to whether there will be a suitable place to secure a bike at ones destination is a considerable deterrent to making a journey by bicycle. Parking provision is one of the easiest and most efficient forms of cycle provision that can be implemented.



6.2 Location

6.2.1 Cycle stands need to be located close to the destination they serve. They need to be attractive to the users, stands hidden away in dark recesses or at the back of car parks will not be attractive to users. Cycle parking needs to be more prominent and convenient than car parking as well as being highly visible both to make other road users aware of their existence and also to deter thieves. Care needs to be taken in order to avoid stands obstructing other pavement users or providing dangerous projections.

6.2.3 The Council will give due regard to security in the location of both cycle routes and the provision of cycle facilities in accordance with the principles established in Circular 5/94: Planning Out Crime (February 1994).

6.2.4 Cycle parking provision needs to be distributed in small groups of stands rather than as large groups in one place, as cyclists are often reluctant to walk any further than is totally necessary.

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6.3 Cycle parking design standards

6.3.1 The Council will expect a high standard of design in the provision of cycle parking facilities. There are currently a number of approved types of parking designs which the Council supports. However, the Sheffield Stand Design (Appendix 7) is most recommended and will be favoured in new developments.

6.3.2 The use of single wheel holders such as “butterfly” or concrete slots will not be acceptable where stands that provide support for both the frame and wheels can be provided. In situations where there is a substantial length of wall and limited pavement or other space for Sheffield Stands, it may be acceptable to provide wall loops (or locking rings), the design of these are detailed in Appendix 7.

6.4 Type of parking facility

6.4.1 The Councils Cycle Parking Standards (Appendix 6) relate to ‘short term’ and ‘long term’ parking provisions, which need to take into account different criteria.

6.4.2 **Short term parking** - Short term cycle parking facilities are for visits of around 2 hours or less at locations such as libraries and shopping centres. Priorities are security, ease of use, and accessibility. These need to be clearly signed and well lit.

6.4.2 **Long stay parking** - Long stay parking is required for commuter cyclists’ parking and visits in excess of two hours. These facilities should provide additional security as well as protection from the weather and in cases their use may be charged for, however charges should not deter the switch from private car use to cycling. Some form of luggage lockers should be provided where no locker facilities already exist. These facilities need to be under surveillance to be effective and clearly signed to make both cyclists and car users aware of their existence.

6.5 The Council will encourage the conversion of existing car spaces in car parks to provide parking facilities for cyclists, where practical. Work places should provide secure cycle parking facilities, these are often best provided in the form of a locked shed which staff can obtain keys to.

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6.6 Associated Facilities

6.6.1 The provision of showers and cloakrooms at work places can considerably increase the attractiveness of cycling to work. The Council seeks to encourage this kind of provision wherever opportunities arise.

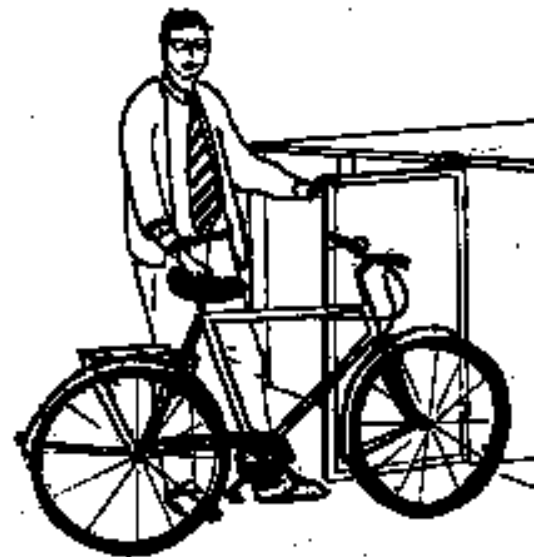
6.7 Bus & Railway Station Provisions

6.7.1 Public transport and cycling can be combined to produce a competitive alternative to the car for longer trips. Evidence from other countries has shown that providing facilities for such a trip combination benefits both cyclists and operator as well as the environment.

6.7.2 Improving the convenience of journeys by bicycle to and from Ipswich Station and the bus terminals are an integral part of the cycle strategy. The Council will seek to maintain and where possible improve the provision of facilities at these locations.

6.7.3 Facilities at these so called 'Bike and Ride' locations need to provide a high level of security, convenient access, weather protection, good lighting and signing, and blend in with the surrounding environment.

6.7.4 The Council will support initiatives by public transport providers which improve the integration of cycling with public transport. Bicycles are already allowed on certain train journeys, however there is a great deal that can be done to further integrate train and bicycle journeys as well as other forms such as bus and coach services.



Appendix 1

Policy framework

THE NATIONAL POLICY FRAMEWORK

1.1 The National Cycling Strategy (NCS)

1.1.1 The National Cycling Strategy (NCS) published in July 1996 sets out common objectives, identifies targets in relation to the objectives, and identifies a range of actions that can help to meet the targets. As a main objective it sets out the need for an increased level of co-operation between organisations in the public, commercial and voluntary sectors.

1.1.2 The National Cycling Strategy aims for a doubling of cycle use in the UK by 2002 and a further target to double cycling again by 2012. Its key objective being to promote cycling priority on the highway, in the centre of town, at the work place and in new developments. A National Cycling Forum (NCF) will be established which will assist in achieving these target and guide the delivery of strategic actions.

1.1.3 The key issues that the National Cycling Strategy identifies as main action areas at the local level, are to:

- a) make places accessible by bicycle;
- b) improve safety;
- c) review and re-allocate road space and priority;
- d) facilitate cycle parking provision;
- e) tackle cycle theft;
- f) change attitudes;
- g) unlock financial resources to meet objectives; and
- h) direct and monitor action

1.2 The Department of the Environment, Transport and the Regions (DETR)

1.2.1 The Department of the Environment, Transport and the Regions (DETR) produces Planning Policy Guidance notes (PPG's) which provide detailed Government guidance on various planning issues.

1.2.2 Planning Policy Guidance Note 13: Transport (March 1994), places greater emphasis on managing demand, planning for less travel and giving greater consideration to environmental issues in particular air quality, protection of landscape and habitats and the need for sustainable development.

Appendix 1

Policy framework

1.2.3 Cycling is recognised in PPG.13 as an important component of Government policy, stating that local plans should include policies that encourage the implementation of specific measures to assist people to use bicycles, these include:

- the provision of an effective network of cycle routes
- separation of cyclists from other road traffic
- shared pedestrian/cycle routes
- facilities to cross roads carrying a heavy traffic flow
- restrictions on car parking
- speed control facilities to slow motorists
- cycle use of redundant railways, river corridors and linear parks
- shared routes and priority measures in new development
- secure cycle parking at public transport interchanges, major developments, educational institutions and in town centres.

1.2.4 Planning Policy Guidance Note No.6: Town Centres and Retail Developments (June 1996) provides for policies that encourage the location of development where it is accessible by bicycle and other modes of transport, which are less environmentally-harmful than the private motorcar.

1.2.5 The former Department of Transport (DoT) published, in addition to the National Cycling Strategy and the Cycle-friendly Infrastructure documents, a number of guidance circulars, local transport notes and traffic advisory leaflets relating to aspects of cycling. A list of these are published in Traffic Advisory Leaflet 9/96 - Cycling Bibliography.

1.2.6 The former DoT set out clearly its position on the provision of facilities for the cyclist in its annual Local Authority Circular on Transport Policies and Programmes Submissions (currently 2/96, May 1996), which provides guidance to local highways authorities. The Circular states that transport package bids should show that “full consideration has been given to the potential for public transport, walking, cycling and improved traffic management” (para.9).

Appendix 1

Policy framework

LOCAL POLICY FRAMEWORK

1.4 Suffolk County Structure Plan

1.4.1 Suffolk County Structure Plan Alteration No.3 (June 1995) contains within Policy T1 references to a number of transport measures in towns which respect and enhance the environment, including:

- “e) Improved routes and facilities for pedestrians and cyclists including provision in new housing and industrial developments, traffic management schemes and any improvements; ...”

Similarly the County Council’s Transport Strategy contains within Policy IP8, as one of the key policy objectives, which specifically relates to Ipswich ...” f) The development of improved cycling and pedestrian facilities;...” along with policy statements relating to the improvement and development of public transport, parking and traffic management schemes.

1.5 Ipswich Local Plan

1.5.1 Ipswich Local Plan (May 1997) sets out four main objectives for transport:

- (a) to maintain access within the Town and minimise congestion.
- (b) to provide transport links to jobs and services which cater for people without cars.
- (c) to provide for a safe and convenient transport system for all members of the community.
- (d) to provide for an environmentally efficient transport system in terms of energy conservation and reduced levels of pollution.

1.5.2 The Local Plan contains two policies relating directly to cycling which this document supplements, they are as follows:

- T9 The Council will identify and assist in the development of a strategic network of orbital and radial cycle routes and cycle parking facilities, linking residential areas with work, school, Local Shopping Centres and the Town Centre.

Appendix 1

Policy framework

T10 Proposals for development will be expected to respect the line of identified cycle routes and where appropriate provide cycle parking facilities in accordance with the Council's parking standards.

1.6 Sustainable Access Study

1.6.1 Suffolk County Council and Ipswich Borough Council, working in partnership have commissioned a number of studies which build on the Ipswich Transport Strategy. These studies were used as the basis for identifying the main objectives to be used to form a sustainable access policy for the Town Centre.

1.6.2 One of the identified main objectives of the sustainable access policy is "the creation of north/south and east/west cycle routes across the Town Centre."

1.6.3 The Sustainable Access Strategy will be the subject of public consultation in 1997.

Appendix 4

Legislative Guidelines

LEGISLATIVE GUIDELINES

4.1 Legislative guidelines are briefly summarised in Appendix 1 to the Department of Transport - '*Cycle-friendly Infrastructure*' Guidelines for Planning and Design. However the following are the main Acts that relate to cycle provision:

- a) Road Traffic Regulation Act 1984
- b) Town and Country Planning Act 1990
- c) Highways Act 1980
- d) Cycle Tracks Act 1984

Attention also needs to be paid to each individual case in order to establish the appropriate legal status in terms of local or private Acts of Parliament or byelaws.

4.2 A number of Orders may be made in respect of cycling facilities, the three most common are:

- Traffic Regulation Orders (TRO's);
- orders extinguishing vehicular rights over a highway, often used in establishing pedestrian zones; and
- Footpath Conversion Orders.

Others include Compulsory Purchase Orders, Parking Place Orders and Stopping-up Orders.

Appendix 6

Cycle Parking Standards

These standards need to be read in conjunction with the criteria outlined in Chapter 6 - Parking Provisions.

Development	Guide for Cycle Parking Requirements
Residential	
Blocks of flats and low-rise high density housing schemes without garage provision for each unit (e.g. Housing Association schemes)	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 2 beds or more requires 2 spaces <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - one space per 8 units
Retirement homes, Sheltered housing/Community houses and Warden serviced housing for the frail elderly	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 4 staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 5 spaces per 100 beds
Houses in multiple occupation (This does not include guest houses)	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - up to 2 occupants requires 1 space - up to 3 occupants requires 2 and 1 for every two extra occupants thereafter <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 8 habitable rooms
Shopping	
Food shops, supermarkets, superstores	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 2 spaces per 100m² of food retail floorspace for staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 100m² of food retail floorspace for customers

Appendix 6

Cycle Parking Standards

Development	Guide for Cycle Parking Requirements
Non food retail (including retail warehousing)	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 100m² of retail floorspace for staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 100m² of retail floorspace for customers
Garden centres and car accessory centres (covered areas only)	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 100m² of retail floorspace for staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 100m² of retail floorspace for customers
<hr/>	
Employment	
General offices, financial and professional services, light industrial, research and development	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 50m² of floorspace for staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 100m² of floorspace for customers
Business/industry	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 50m² of floor space for staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 200m² of floorspace for customers

Appendix 6

Cycle Parking Standards

Development	Guide for Cycle Parking Requirements
Warehousing (including cash and carry)	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 100m² of floorspace for staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 400m² of floorspace for customers
Petrol stations	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 5 staff - 1 space per 400m² where there is an associated shop
Motor repair and car sales	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 5 staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - No provision for customers
Haulage depots	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 50m² of floorspace for staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 200m² of floorspace for customers

Appendix 6

Cycle Parking Standards

Development	Guide for Cycle Parking Requirements
Hotels etc.	
Hotels, guest houses, boarding houses and motels	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 4 staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 10 beds (not bedrooms) for resident visitors provision - 1 space per 20m² of restaurants/entertainment areas for non resident provision
Conference centres and exhibition halls	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 20 seats or per 40m² which ever is the greater
Restaurants, cafes, public houses and wine bars	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 4 staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 12m² floorspace customer provision
Transport cafes and roadside restaurants	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 4 staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 25m² floorspace customer provision

Appendix 6

Cycle Parking Standards

Development Guide for Cycle Parking Requirements

Public halls etc

Cinema, theatres, bingo halls, public halls, dance halls

Long-Term

- 1 space per 4 staff

Short-Term in addition

- 1 space per 20 seats

Cultural buildings

Long-Term

- 1 space per 4 staff

Short-Term in addition

- 1 space per 30m² of floorspace

Libraries and museums

Long-Term

- 1 space per 4 staff

Short-Term in addition

- 3 space per branch library for visitors
- 10 spaces per main library for visitors

Places of worship

Short-Term

- 1 space per 5 seats

Sports Facilities

Sports facilities, swimming pools, gymnasias and sports halls, squash clubs, tennis and badminton clubs

Long-Term

- 1 space per 4 staff
- 1 space per 4 visitors

Sports grounds and golf clubs and clubhouses

Long-Term

- 1 space per 4 staff
- 1 space per 4 players

Appendix 6

Cycle Parking Standards

Development	Guide for Cycle Parking Requirements
Golf driving range	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 4 staff - 1 space per 4 visitors
<hr/>	
Other public buildings	
Hospitals	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 4 staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 20 beds for both patients and visitors
Health centres or clinics	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 4 staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per consulting room for patients and carers together
Nursing homes	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 4 staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 20 beds for both patients and visitors
Schools and colleges of further education	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 5 staff - 1 space per 3 students

Appendix 6

Cycle Parking Standards

Development	Guide for Cycle Parking Requirements
Day care centres	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 4 staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per 200m² of floorspace for visitors
Car parks, Park and Ride	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space for every 10 car parking spaces
Family centres and juvenile justice centres	<p><i>Long-Term</i></p> <ul style="list-style-type: none"> - 1 space per 5 staff <p><i>Short-Term in addition</i></p> <ul style="list-style-type: none"> - 1 space per consulting room for visitors

Notes:

1. Facilities:-
 - a) Short Term - 'Sheffield Stand' type provision for leaving bikes for less than 2 hours.
 - b) Long Term - Secure, sheltered parking provision, preferably in a building or cycle locker parking.
2. Where no type of floor space is specified in the standards the gross floor space is to be taken as the starting point for calculating cycle parking requirements. When calculating the required number of cycle parking spaces for a development, the result should be rounded up to the next highest whole number.
3. The Cycle Parking Standards will still be applied to extensions to existing buildings/floorspace.
4. Where developments comprise of more than one use, standards need to be applied in relation to the proportions of each type of development included.
5. In situations where cycle parking is to be provided in relation to number of visitors, for instance players at a sports club, then the maximum capacity of the facility (including spectators) is to be used in calculations rather than, in this case, the number of members the club has.
6. Residential caravans or caravan sites require the same level of provision as residential houses.

Glossary

'BIKE & RIDE'	The integration of facilities for cyclist with other forms of public transport, for example provision for bicycles on trains so that a combination of modes of travel can be used.
COMMUTED PAYMENT	Sum payable for the provision of required facilities elsewhere in the Town as an obligation of another development.
DEVELOPMENT	Development is defined in Section 55(1) of the Town and Country Planning Act 1990 as “the carrying out of building, engineering, mining or other operations in, on, over or under land, or the making of any material change in the use of any building or other land.”
DETR	Department of the Environment, Transport and the Regions
GREEN CORRIDORS	Indicative links between open/green spaces.
HGV	Heavy goods vehicle
HOUSES IN MULTIPLE OCCUPATION (HMO'S)	A house or flat which is occupied by either (a) a group of seven or more people who do not live together as a single family or (b) any number of people who do not live together continuously as a single household.
LCR	Leisure Cycle Route
NCF	National Cycling Forum
NCS	National Cycling Strategy
PLANNING PERMISSION	Approval required for the development of land from the local planning authority.
PLANNING POLICY	National policy guidance issued by the

Glossary

GUIDANCE (PPG)	Department of the Environment (DoE) on specific subjects such as housing.
STRUCTURE PLAN	Plan prepared by Suffolk County Council which sets the broad strategic planning context.
SUPPLEMENTARY PLANNING GUIDANCE (SPG)	Provides further explanation of the Council's operation and interpretation of policies contained within the Local Plan.
SUSTRANS	'a civil engineering charity which designs and builds traffic-free routes for cyclists, walkers and people with disabilities'. They are responsible for the implementation and construction of the National Cycle Network.
TRO	Traffic Regulation Order
TPP	Transport Policies and Programme

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