

# APPENDIX 1

## ESCC LCWIP Policies

East Sussex's LCWIP is underpinned by four principles:

- consistent policy approach,
- high quality infrastructure design and engagement
- targeted initiatives and
- partnership working.

This provides the overall framework for delivering the vision. To further support the delivery of the plan the following policies have been developed to provide detailed guidance, scope and actions on how the vision and objectives can be achieved.

## Section 1 – Consistent Policy Approach

### **Policy 1. Integration of East Sussex's LCWIP's Strategy**

ESCC and key partners will integrate the East Sussex's LCWIP within both internal and external partner's strategy documents in relation to the environment, economy, planning and health and leisure.

### **Policy 2. Consistent message**

- All policy documents should maximise walking and cycling opportunities through inclusion of specific transport policies, i.e. Internal ESCC Departmental Plans, District & Borough Local Plans
- All documents should refer to the LCWIP and be integrated with its schemes and programmes.

## Section 2 – High Quality Infrastructure Design & Engagement

### Policy 3. Pedestrian and Cycle route prioritisation

ESCC will support the development of pedestrian and cycle routes for utility, leisure and tourism purposes.

We will prioritise the development and funding of pedestrian and cycle routes that:

- have the greatest impact on increasing the numbers of people cycling and walking;
- link routes from residential areas to places of work, education, shopping and retail centres, public transport interchange(s), hospitals/GP surgeries and leisure facilities;
- are part of, or link up to, the National Cycle Network;
- support wider place making schemes to give greater priority to pedestrians and cyclists (i.e. within town centres)
- are supported by other funding, i.e. through development contributions or where external funding has been secured (Policy 6 includes a more detailed policy related to funding options)

### Policy 4. Pedestrian and cycle route - Infrastructure design

A review of the policy will be undertaken following the publication of LTN 1/20 Cycle Infrastructure Design.

Infrastructure design for pedestrians and cyclists will be primarily be guided by the Department for Transport Local Transport Note (LTN) 1/12 – Shared Use Routes for Pedestrians and Cyclists which is Informed by LTN 2/08 Cycle Infrastructure Design (or future iterations of these LTNs).

There are a number of underlying principles when designing a scheme for pedestrians and cyclist and the identified routes will consider the following:

- **Convenience** – new facilities should offer advantage in terms of directness/ permeability and/or journey time; all routes should be clearly signed and trip-end facilities such as cycle parking provided.
- **Accessibility** – pedestrian and cycle routes should link to key residential and employment areas/ locations of education and link with other walking and cycle routes.
- **Safety** – the impact of motor traffic on pedestrian and cycle routes should be reduced by exclusion or speed reducing features where appropriate.
- **Comfort** – Infrastructure should be designed such that pedestrians and cyclists are not required to undertake complex manoeuvres/diversions or be exposed to poor surfaces. Refer to the County Council's recently approved drop kerb policy (insert link)
- **Attractiveness** – the pedestrian and cycling environment should be attractive and maintained to support this.

The other key considerations, particularly for cyclists, will include:

- **Cyclist categories** - regard to the identification of certain cyclist categories, i.e. whether the route is likely to be used by utility cyclist, or children.
- **Hierarchy of provision** - will also be considered where new cycle routes or facilities are proposed, this will be used to determine the most suitable intervention.
- **Traffic speeds and flows** - will be assessed to inform the suitable type of provision.

**Design work will also consider best practice guidance from the government and industry as it is published, alongside feedback from stakeholder groups.** (N.B The DfT published 'The Inclusive Transport Strategy' in July 2018. This document cites that further guidance and advice will be published in the near future in relation to Local Transport Note 1/11: Shared Space, Tactile Paving and Inclusive Mobility and Local Transport Note 2/08 Cycling Infrastructure. At this stage ESCC will consider whether any amendments are required to the dropped kerb policy.)

## Policy 5. Provision of Dropped Kerbs

Dropped kerbs located within footway kerbstones enable access within or to places for people using mobility aids including wheelchairs or mobility scooters, people who are visually impaired or have health conditions or impairments which affect them physically, along with people using pushchairs and prams. (NB. This policy is in regards to the provision of dropped kerbs for pedestrians, which is different to vehicle crossovers, which involve lowering the kerb line to provide vehicle access to a private property.)

### Mechanism for identifying or requesting dropped kerbs

The ability to consider the provision of dropped kerbs will be through two mechanisms:-

- Requests by members of the public/organisation** – to be made via East Sussex Highways, either by telephone or by emailing the request.  
<https://www.eastsussexhighways.com/>. This type of request will be assessed using the dropped kerb prioritisation framework.
- Requests will be considered through existing ESCC processes**
  - **East Sussex Highways Planned Maintenance** –Through ESCC Planned Maintenance programme, but will be subject to the availability of funding.
  - **East Sussex Local Transport Capital Programme - Schemes** - as part of the design of all transport infrastructure projects.
  - **Planned works by utility companies** – as part of planned works by utility companies, but this will be subject to the availability of funding.
  - **Requested by ESCC as part of response to district/borough planning applications** – ESCC will request improvements or identification of new dropped kerbs as part of wider transport infrastructure requests.

### Prioritisation

Where requests for dropped kerbs received by the general public cannot be considered through one or more of the existing ESCC processes identified in ii) above, then the request will be subject to assessment through a prioritisation framework. This is based on consideration given to the following factors.

- Needs of the person/organisation who has requested the dropped kerb.

## 'Get Cycling & Walking'

- Identification of a safety issue(s).
- Expected pedestrian flow within the requested location of the dropped kerb.
- Requested location of the dropped kerb will support access to key services - hospitals, health centres, day care centres, sheltered accommodation, residential care homes, nursery and other education provision, transport hubs – rail stations, bus stations, public service buildings, car parking etc.

### Funding

The following mechanisms will be used:

- **ESCC Local Transport Capital Programme** – Annual allocation of £50,000 will be prioritised using the prioritisation framework outlined in section 2, following requests from members of the public.
- **ESCC Local Transport Capital Programme Area Based Schemes** - Opportunities to fund larger numbers of improvements or the delivery of new dropped kerbs within specific areas through area based transport infrastructure projects.
- **County Council planned maintenance**
- **Planned works by utility companies**
- **Secured through development contributions**

### Design Tactile Paving, Gradient and Upstand, Road Markings

The design and delivery of dropped kerbs will be informed by the following national guidance, to reflect current practice, especially in relation to the upstand, the use of tactile paving, and gradient alongside taking into consideration site specific requirements.

- Streetscape and Design Manual – Manual for Streets 2007
- DfT Tactile Paving Guidance
- DfT Inclusive Mobility 2005

### Enforcement

The decision to enforce inconsiderate parking will be considered according to requests received to ensure the safer use of dropped kerb facilities.

The two mechanisms for the enforcement of dropped kerbs are:

- By ESCC – within Controlled Parking Zones (CPZ) in East Sussex, this includes Lewes, Eastbourne and Hastings.
- By Sussex Police – within areas outside of CPZ's.

***The above mechanisms will be subject to the availability of resources.***

### Areas with Controlled Parking Zones

Within CPZ's enforcement of inconsiderate parking will be considered on dropped kerbs with or without yellow lines, but the wheel of the offending vehicle must be parked on the lower shoulder of the dropped kerb, before a parking ticket can be issued.

Where a high volume of parking tickets are issued for inconsiderate parking offences on dropped kerbs, ESCC will investigate whether these locations, on a site by site basis, require improvements to highlight this feature, i.e. through appropriate lining, and subject to the availability of funding.

#### Areas outside of Controlled Parking Zones

Within areas outside of CPZ's enforcement of inconsiderate parking will be considered. A fixed penalty can be issued by the Police using the Traffic Management Act 1984, and the exemptions of 20 minutes for activity (loading etc.)

### **Policy 6. Pedestrian and cycle provision – highway schemes**

As part of the development and delivery of all highway schemes, a pedestrian and cycle audit will be undertaken and *an EQIA assessment according to the extent of the measure or package of schemes*. This will ensure that the requirements of pedestrians, cyclists, together with assessing the impact of a scheme on people with protected characteristics, are considered at various stages of scheme development.

This will either result in the provision of improvements, including advanced stop lines for cyclists, dropped kerbs for pedestrians and ensure that negative impacts on the coherence, attractiveness, directness and comfort of routes and facilities used by pedestrians and cyclists is not hindered.

### **Policy 7. Cycle parking**

Cycling parking will be considered according to the following:

- **Existing or proposed network** - Cycle parking locations will be prioritised according to those locations that serve the existing network, along with the proposed network and particularly where it would support people who are cycling for accessing work, education, retail and leisure services.
- **New Developments** - As part of new developments, cycle parking will be considered in accordance with the relevant guidelines and standards in the East Sussex Supplementary Planning Guidance – Parking Standards at Development document or any future update.
- **Provision for Electric Cycles** - The provision of electric vehicle charging points for electric cycles should be a consideration, alongside appropriate storage.
- **Design** - ESCC will work with district and borough councils to identify an appropriate cycle parking design that can be delivered to provide consistent cycle parking provision across their areas in both public and private areas.

### **Policy 8. Integration with public transport**

In order for cycling and walking to be integrated as part of longer journeys, the first and last mile of these journey needs to be considered. As part of area wide transport infrastructure programmes, ESCC will integrate cycling, walking and public infrastructure. Working in

partnership with public transport operators, particularly train operating companies infrastructure that supports integration with public transport, will be prioritised.

This will include:

- establishing links from public transport interchanges to local walking and cycling networks,
- providing adequate secure and covered cycle parking at railway stations and encouraging the local train operating companies to carry cycles on trains.
- Cyclists will also be permitted, wherever safe and practical, to use bus lanes and other priority measures for buses.

### **Policy 9. Engagement**

This is a people centred LCWIP therefore the views of people that will be the main beneficiaries of future infrastructure schemes are important.

- **Key Stakeholders** – ESCC will consult key stakeholders in the early stages of scheme inception and design, prior to public consultation.
- **Public Consultation** - ESCC will consult on transport infrastructure schemes using the statutory 3-4 week consultation period. This will be supplemented with public exhibitions for larger area based schemes, as appropriate.

## Section 3 – Targeted Initiatives & Training

### Policy 10. Walking and cycling initiatives

ESCC and local key stakeholders will work in partnership, where resources are available, to deliver travel behaviour change programmes with education and training establishments, workplaces and the community sector to enable more people to cycle and walk for everyday journeys. These programmes will be prioritised where there are the greatest opportunities to increase the number of people cycling and walking, and support investment being made in infrastructure.

### Policy 11. Travel plans

Travel plans for new and existing establishments will be secured through development. These will be encouraged to include adequate secure covered cycle parking (in alignment to ESCC, Guidance for Parking at Non-Residential Development and consistent with the preferred cycle parking design referred to in Policy 4 above), shower and changing facilities where feasible and interest free bike purchase loans.

### Policy 12. Training (Bikeability) & Wheels for All

Where funding is available, we will deliver:

- **Bikeability in Schools** - ESCC will continue, where funding is available, to deliver a programme of Bikeability training for Years 5, 6 and 7 pupils in schools.
- **Adult Bikeability** - A Bikeability training based programme for adults referred to as 'Learn It, Love It, Live It' will be available, alongside cycle maintenance courses at East Sussex's Cycle Hubs in Eastbourne and Peacehaven. A charge is made for this training.
- **Wheels for All** - This provides the use of adapted cycles for people with physical or hidden disabilities, is available at ESCC Eastbourne & Peacehaven Cycle Hubs. A charge is made for this service.

### Policy 13. Smart Travel Initiatives

Mobility is changing and in order to add value to wider cycling and walking infrastructure programmes, ESCC will embrace working in partnership with providers to explore and deliver:

- **Shared mobility schemes** – i.e. bike sharing
- **Mobility as a Service (MaaS)** - Integrating various modes of transport along with information and payment functions into a single mobility service. (i.e. purchase of monthly subscription packages giving them access to public transport and private taxi and cycle hire schemes.)



## Section 4 – Partnership Working

### Policy 14. Delivery of LCWIP

ESCC and its key partners across the key policy areas of transport, economy, environment, health and planning will collaborate to enable the delivery and monitoring of the plan.

### Policy 15. Funding

- **Securing and using development contributions** - As part of the planning process development contributions will be secured, where appropriate, to improve transport infrastructure which facilitates walking and cycling, as outlined in the district and borough Infrastructure Development Plan and required by specific developments.
- **Securing external funding** - ESCC will collaborate with key internal and external partners to identify opportunities to bid for external funding, to support both infrastructure improvements and the delivery of initiatives.