



# LIVE PARK

PLANNING FOR THE FUTURE OF OUR NATIONAL PARK

LOCH  
LOMOND  
& THE TROSSACHS  
NATIONAL PARK



# Sustainable and Active Travel



Planning Guidance

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## 1. Purpose and Introduction

Good easy access to a high quality and efficient transport network is essential to support new development and ensuring that it is sustainable. We can no longer adopt a 'predict and provide' approach to private transport and there needs to be a definitive shift to more sustainable modes. The Scottish Government has committed to decarbonisation of our transport network by 2050.

This guidance is about **how development proposals can support the shift to active and sustainable travel**. Travel plans aim to promote greener modes of transport and this guidance will help you create a travel plan. This guidance also gives developers and applicants further clarification on sustainable travel and improving active travel options for all development proposals whether you are building a house or new holiday accommodation.

The [Local Development Plan 2017-21](#), Transport Policy 2 states that “**All proposals will make a positive contribution towards encouraging safe, sustainable travel and improving active travel options throughout the Park by enabling opportunities for sustainable transport modes, access opportunities for water**

*transport, encouraging modal change from private cars and new and improved links to existing walking and cycling routes.”*

Also, Transport Policy 3 states that “**for larger scale developments a travel plan is required** indicating measures to reduce the impact of travel”. This guidance explains what is expected to be included in a travel plan and offers guidance and advice to help you put forward your submission.

The purpose of this guidance is to highlight and bring to the fore the need for development proposals to comply with these policies to help reduce carbon emissions and help tackle the climate emergency in Scotland. It is interim guidance until our next Local Development Plan is prepared by 2024/2025.

### Status of the Guidance

This Planning Guidance is non-statutory but is a material consideration in determining planning applications. The guidance, following consultation, was approved by our Planning and Access Committee. This guidance should be read in conjunction with the Local Development Plan which includes all policies.



## Other relevant policies

### National Planning Framework

This guidance shows a real commitment to delivering the themes of NPF4 including liveable places by supporting sustainable travel and transport in all new developments and ensuring there is strong commitment to modal shift as set out in the Sustainable Transport policy of NPF4. This interim guidance ensures our Local Development Plan echo's the national priority "*to reduce the need to travel unsustainably, and decarbonise our transport system and promote active travel choices*".

### EV charging regulations

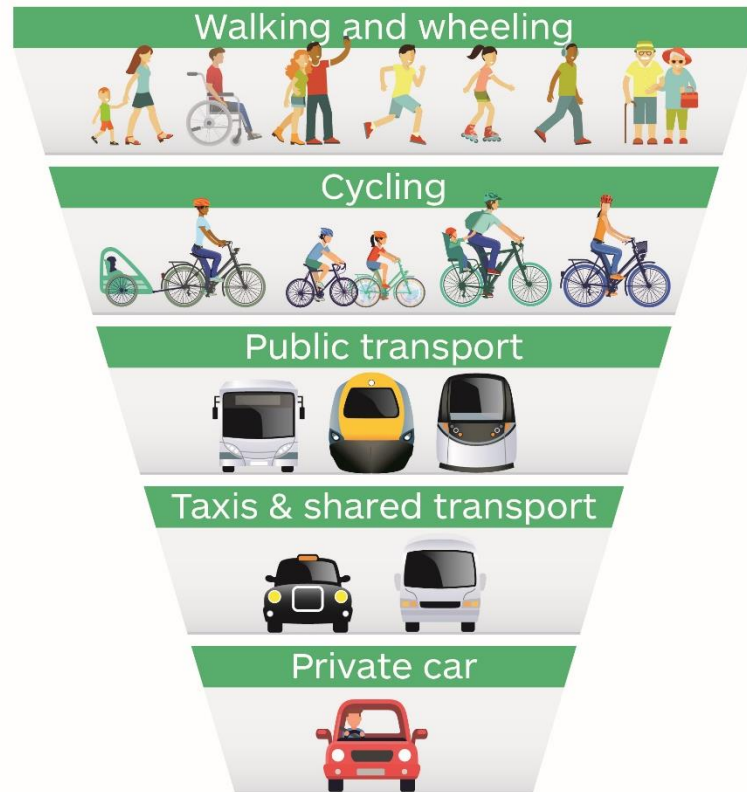
The current [Scottish Government Consultation: Scottish Building Regulations](#): Proposed change to energy standards and associated topics including Electric Vehicle Charging Infrastructure is likely to bring about new mandatory requirements for charging (from 2025). As a planning authority, we are seeking to ensure that buildings are future proofed, as it is likely that existing buildings will have a requirement to retro fit EV-charging points/ducting for car parks of more than 20 spaces (where there is an existing building/facility).

### Local Place Plans

There are also a number of [Local Place Plans](#) across the Park, where communities have highlighted where investment is needed in walking and cycling locally.

In addition, a number of communities – Aberfoyle, Callander & Drymen – have prepared an Active Travel Action Plans. The information contained within these local plans is also relevant to any development proposal. More information on these can be found on the [Countryside Trust website](#).

## 2. What is active and sustainable travel?



All modes of sustainable travel are outlined in the hierarchy diagram opposite. Active travel is a form of sustainable travel, which includes walking, wheeling and cycling, is at the top of the hierarchy, and sustainable travel also includes public transport, taxis and shared transport, including bus, rail and ferry. The private car is at the bottom of the hierarchy.

Ideally, development should be located in a connected place, preferably served by both public transport and active travel routes.

Active modes such as walking and cycling are preferred above public transport because they are both highly sustainable and support healthy lifestyles. For this reason, developments that are likely to generate shorter journeys should ensure active travel options are available in order to help reduce physical activity and support improvements in health and wellbeing.

Our policies seek to ensure developments provide active travel and public transport options as a priority.

### 3. How can my proposal make a positive contribution?

To meet the requirements of Local Development Plan Transport Policy 2, all proposals should include information on the measures that have been included to support sustainable and active travel and be proportionate to the scale of the development. The main requirement of the policy is to enable opportunities for sustainable transport modes based on the hierarchy as shown on page 5, with the priority being for walking and cycling, then public transport. Proposals should include all or some of the measures set out in the Table below. Applicants should give greater emphasis to walking/cycling connections.

Applicants, as required by Transport Policy 3 provide a Transport Statement (excluding minor and small-scale householder developments) to explain how the proposal has met Policy 2 and considered modal shift to non-car based journeys.

<b>Walking/Cycling Routes</b>	<p>All proposals should link to a walking/cycling route. It is particularly important for larger scale proposals and those that generate high levels of journeys. Larger scale proposals may have to financially contribute to off site connections.</p> <p>However we recognise that different development types have different needs in terms of access to walking and cycling routes. An assessment is first needed as to what type of access is needed. For example we expect a housing proposal to link to functional access routes (i.e. suitable surface available for all users) that can access local facilities and/or public transport. The routes need to be safe and direct with good surface connecting into existing routes with appropriate lighting. For a tourism proposal it may be more appropriate for this to link to recreational access routes – national walking or cycling routes and local tourism attractions/facilities/public transport such as waterbus. Any proposed new path/connection should be included on the plans and take account of environmental impacts. The <a href="#">Core Path Plan</a> indicates the various existing routes across the Park and these may need to be considered as part of any appraisal. Our Access officers will be able to advise further if any path requires to be diverted temporarily or permanently and if a route needs to be removed.</p> <p>If no safe walking or cycling route exists or can be provided then the next step is to explore measures to provide access to public transport from the proposed development including drop off/pick up services for tourism proposals.</p>
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<b>Public Transport</b>	<p>All proposals should attempt to link to public transport. Analysis of bus, train, waterbus and DRT provision and how the proposal connects to the existing system.</p> <p>For larger proposals, a contribution to DRT provision or a new bus stop and shelter may be required. Our preference is that any specification for a bus shelter should be sustainably designed with solar power if possible to power lighting and any electrical messaging boards and using sustainable materials. If public transport is not available in the proposed location of your development then other measures will need to be included to meet the requirements of this policy. This could either be connecting to walking/cycling routes or in some instances for small-scale proposals such as a single house, providing electric vehicle charging. For tourism proposals, then consideration should be given as to how the business could offer and provide connections to existing public transport via a pick up/drop off service and then provide on-site facilities for guests such as bike hire or e-car hire.</p>
<b>Parking space for cycles and scooters</b>	<p>All proposals, whether connected to safe walking/cycling routes or not should provide parking and storage provision for cycles and scooters both electric and non-electric. All forms of bikes should be considered such as cargo, touring and adaptive bicycles depending on the type of development. Cycle parking should be more conveniently located than car parking serving the development. The cycle provision should be suitable for the development it is serving i.e if it is a new home, provision for a shed/storage for bikes and scooters along with electrical charging facility, or if a car park, then provision of an area for cycle parking and for cycle electric charging. Cycle parking should be considered in terms of long stay and short stay. Longer stay parking will be required for homes, nurseries, schools, places of employment and provision should consider security and weather protection while short-stay parking would be required at a local shop or café. Also within the proposals there should be the associated facilities including lockers, showers and changing rooms. Details of the location and type of provision should be included on the plans.</p>
<b>Parking Standards and car clubs</b>	<p>The roads authorities at West Dunbartonshire, Stirling, Argyll and Bute and Perth and Kinross Councils all have their own respective parking requirements (See Appendix 1). In some instances we may allow the level of parking provision to be lowered below the standards required. This may be where other provision is being put in place, such as a 'car club' and is reflective of the type of development or its location where all alternative active and public transport modes are available.</p> <p>Note that Appendix 1 also provides further requirements in relation to electric vehicle charging infrastructure.</p>

#### 4. Transport Statement, Transport Assessments and Travel Plans

Transport assessment and travel plans are integral to the success of a development and tackling climate change by reducing the need to travel by car. Local Development Plan Transport Policy 3 requires a transport statement for all developments or for larger developments a full transport assessment and a travel plan for larger scale developments in the National Park.

##### **Transport Statement**

A Transport Statement is required for all development proposals except for minor and small-scale proposals. A Transport Statement should clearly set out how the proposal has met Transport Policy 2 in terms of modal shift. The sustainable transport requirements are set out in the previous section.

##### **Transport Assessments**

A Transport Assessment is principally required to understand the potential impacts on traffic flows on the local and strategic road network. It can help identify and tackle issues of concern and determine whether further infrastructure or service improvements are required to support the development. However, it should also contain the same content as a Transport Statement, examining the ability of the development to meet sustainable transport requirements.

Transport Scotland has published [Transport Assessment Guidance](#) (2012) and developers should refer to this for more detailed information. It should measure trip generation as person trips initially, not vehicle trips. The process should incorporate a Travel Plan and monitoring stages to provide a comprehensive process. Both Transport Scotland and the council roads departments will be able to advise you as to whether a Transport Assessment is required.

##### **Travel Plans**

A Travel Plan is a long-term management strategy for travel of those living or occupying visitor facilities, a place of work or a home. They are unique to each development and identify a package of measures for that specific location to improve accessibility and encourage use of sustainable modes of travel. Their ability and success in influencing travel patterns is dependent upon the commitment of the developer or occupier of a development.

The policy states that for larger-scale developments a travel plan indicating measures to reduce the impact of travel should be submitted. As a guide a Travel Plan is expected for:

- economic development/retail/food & drink/visitor facility >250sqm,
- any hotel over 50 bedspaces,
- any other tourism accommodation >15 units; and
- any housing development over 15 homes<sup>1</sup>.

There may also be cases where a Travel Plan will be required for smaller-scale developments than listed above. This would be where it is judged that the development will have significant travel generating uses or where it is considered important to monitor travel patterns resulting from development.

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<sup>1</sup> the thresholds are lower than 'Major' development thresholds as categorised by legislation given the impact of this scale of development in a National Park context and the level of travel generated from these uses.



## 5. Travel Plans

A Travel Plan should be submitted with an application to ensure precise requirements meet the conditions test. To request a Travel Plan via a condition is not as precise and is difficult to monitor.

Travel plans differ depending on the type of development:

- Workplace travel plans – addressing the transport impact generated by employees commuting to and from the site and during their work.
- Residential travel plans – access travel generated by residents and deal with the journey origin rather than destination. Location and amenities within the development should reduce car use, the need to travel and be supported by site permeability and connectivity to alternative modes.
- Visitor travel plans – relate to a variety of tourism accommodation, leisure, visitor facilities/centres, retail and entertainment. The primary consideration is the end user but also staff travel and deliveries.
- Education travel plans – this should include a package of measures thinking about the whole school community and including road safety initiatives such as pedestrian skills and cycle training, in addition to Safer Routes to Schools – walking/cycling infrastructure improvements.

Examples of the types of measures to be included in each Travel Plan is contained in the next section.

The Travel Plan's ability and success in influencing travel patterns is dependent upon the commitment of the developer or occupier of a development.

The developer will be responsible for the implementation of the plan and any monitoring, and as the planning authority we will have a role in ensuring conditions of any permission are met in relation to Travel Plans being implemented. We will use conditions on a case by case basis based on the details in the Travel Plan. This could include a condition to ensure that applicants register for national accreditation programmes such as Walk at Work, Cycling Friendly, Cyclists and Walkers Welcome to demonstrate commitment to reducing car journeys. For housing proposals conditions may require residential travel packs to be submitted. And planning obligations will be used to secure any financial commitment to infrastructure requirements that is outside the site boundary.

A **Travel Plan Co-ordinator** may also be secured via a planning obligation for larger schemes and they will be responsible for implementation of the plan. Their responsibilities may include implementation of measures set out in the Travel Plan, promotion and marketing of the Travel Plan, setting up a steering group, acting as a point of contact, liaising with the National Park Authority and council roads authority, and submitting monitoring reports.

The plan should include details of how often the plan will be **reviewed** (recommended it is reviewed every 5 years) and a **monitoring statement**. It should set targets such as number of car vehicle trips per occupied unit per weekday will not exceed 1 or measurement could be number of train trips, cycling trips and for visitor sites it could be number of people that arrived by public transport. The plan should consider how information would be gathered e.g. enumerator, strips, counts, surveys.

Further information on Travel Plans, templates and examples can be found on the [Travelknowhow](#) website

The table below contains examples of the types of measures to be included specific to the development type. There are also examples of positive contributions to sustainable and active travel within Section 3.

Residential	Office/ Business Hub	Education	Tourism/Visitor Facilities and Accommodation
<b>Site Design</b>			
<ul style="list-style-type: none"> <li>• Located near to local facilities inc shops, public transport, schools.</li> <li>• Site permeability and access points for walking and cycling</li> <li>• For larger sites, bus re-routing through new site may be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Located near to hub with access points to bus/train, cycle and walking (no more than 10 min walk from hub)</li> </ul>	<ul style="list-style-type: none"> <li>• Wet weather waiting area for parents,</li> <li>• Secure storage for parents to leave pushchairs/car seats</li> </ul>	<ul style="list-style-type: none"> <li>• Access to recreation networks – core paths, national cycle route, visitor facilities, lochs, waterbus etc.</li> <li>• For larger sites, prominent and quality bus stops</li> </ul>
<b>Creation and enhancement of walking and cycling links</b>			
<ul style="list-style-type: none"> <li>• Path improvements – fully accessible for both pedestrians/cycles.</li> <li>• Provision of off-site bus infrastructure; or</li> <li>• Hub improvements</li> <li>• Cycle infrastructure and signage.</li> </ul>	<ul style="list-style-type: none"> <li>• Path improvements – fully accessible for both pedestrians/cycles,</li> <li>• Cycle infrastructure and signage.</li> </ul>	<ul style="list-style-type: none"> <li>• Traffic calming,</li> <li>• Path improvements – fully accessible for both pedestrians/cycles,</li> <li>• Crossing points,</li> <li>• Cycle infrastructure and signage.</li> </ul>	<ul style="list-style-type: none"> <li>• Path improvements – could be either fully accessible standard or access to a recreational route depending on the proposal,</li> <li>• Cycle infrastructure and signage.</li> <li>• For larger site, provision of off-site bus infrastructure.</li> </ul>
<b>Active Travel – Walking/Cycling/Wheeling</b>			
<ul style="list-style-type: none"> <li>• Cycle and scooter storage (secure, covered long-stay provision) and e-charging within garage/shelter and space for cargo bicycles.</li> </ul>	<ul style="list-style-type: none"> <li>• Lockers for equipment and dry room, showering facilities for staff</li> <li>• Provide bike maintenance tools and/or service.</li> <li>• Discounted cycle purchase</li> </ul>	<ul style="list-style-type: none"> <li>• Lockers for equipment and dry room, showering facilities for staff</li> <li>• Walking bus</li> <li>• Cycle and scooter storage (secure, covered long-stay provision)</li> </ul>	<ul style="list-style-type: none"> <li>• Left luggage and cloakroom facilities</li> <li>• Cycle and/or scooter hire</li> <li>• Short stay cycle parking for those visiting the shop/facility including space for cargo bikes, and safe long stay (for visitors/staff) and e-charging,</li> </ul>

Residential	Office/ Business Hub	Education	Tourism/Visitor Facilities and Accommodation
			and space for touring bicycles. <ul style="list-style-type: none"> <li>• Lockers for equipment and dry room, showering facilities for staff</li> <li>• Provide bike maintenance tools and/or service.</li> </ul>
<b>Reduce need to travel</b>			
<ul style="list-style-type: none"> <li>• Provision of high-speed broadband, or access to community business hub</li> <li>• Home delivery drop-off points</li> </ul>	<ul style="list-style-type: none"> <li>• Provide of audio/video-conferencing facilities,</li> <li>• Flexible working policy</li> </ul>		<ul style="list-style-type: none"> <li>• Offer delivery service for local groceries/take away for overnight accommodation guests.</li> </ul>
<b>Promotion of bus/train routes, real time information on departures</b>			
<ul style="list-style-type: none"> <li>• Residential travel voucher incentives provided as a developer contribution e.g. £100 per house to use on bus/train or for cycle equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Provision of shuttle bus to transport hubs</li> <li>• Financial incentives for day/season tickets</li> <li>• Season ticket loans</li> <li>• Consider timetabling and shift patterns</li> </ul>		<ul style="list-style-type: none"> <li>• Financial incentives for day/season tickets.</li> <li>• Provide a pick up and drop off service to public transport connections and provision of bike and e-car hire.</li> </ul>
<b>Car Sharing</b>			
<ul style="list-style-type: none"> <li>• Resident car sharing scheme</li> <li>• Priority parking for car club</li> </ul>	<ul style="list-style-type: none"> <li>• Car sharing database,</li> <li>• Provide taxi service details</li> <li>• Free, priority parking for car sharers,</li> <li>• Provide pool cars,</li> <li>• Car share promotional events</li> </ul>		<ul style="list-style-type: none"> <li>• Provide taxi service details</li> </ul>

Residential	Office/ Business Hub	Education	Tourism/Visitor Facilities and Accommodation
<b>Parking Management, Car parking charges, parking restraints, e-charging points</b>			
<ul style="list-style-type: none"> <li>Control of off-site parking through controlled parking zones</li> </ul>	<ul style="list-style-type: none"> <li>Limit parking allocation on site</li> <li>Create a needs-based parking allocation scheme</li> </ul>		<ul style="list-style-type: none"> <li>Revenue from car parking charges ring fenced to support sustainable travel measures</li> </ul>
<b>Promotion and Marketing</b>			
<ul style="list-style-type: none"> <li>Training for sales and marketing staff,</li> <li>Welcome packs for new residents</li> <li>Community events on sustainable travel</li> <li>Community travel website, notice boards</li> <li>Refer to and connect with Local Community Plans and/or Active Travel Plans supporting/contributing to any local actions/initiatives identified.</li> </ul>	<ul style="list-style-type: none"> <li>Personal travel advice to employees for offices</li> <li>Welcome pack for new employees</li> <li>Flyers and events on sustainable travel</li> <li>Competitions to win day/season tickets</li> <li>Sign up to Walk at Work</li> </ul>	<ul style="list-style-type: none"> <li>Promotional events such as 'Environment Week' or linked to national campaigns e.g. walk to school week.</li> <li>Events, competitions</li> <li>Inclusion of Travel Plan in induction session and on school website.</li> </ul>	<ul style="list-style-type: none"> <li>Welcome packs for new overnight visitors.</li> <li>Sign up to Cycling Friendly, Cyclists and Walkers Welcome</li> <li>Discount on ticketing/entry price if you arrive by and use active travel during your stay,</li> <li>Develop entry discount packages with local public transport operators</li> <li>Provide information on sustainable travel on all posters and website.</li> </ul>

## Appendix One: Car and Cycles Parking Standards and EV Charging Requirements

There are four different local authority roads departments that cover the National Park. When determining an application we seeking advice from the roads teams on junction safety, parking standards and other matters as described in this guide. All the roads departments have slightly different parking standards and they can be found within their guidance:

- [Argyll and Bute Parking Standards](#)
- [Stirling Council Parking Standards](#)
- Perth and Kinross Parking Standards – not available on their website.
- [West Dunbartonshire Parking Standards](#)

A summary of the guidance for the most common types of developments is:

Type of development	Cycles (minimum)	Cars	EV Charging Requirements
Houses 1-2 bed 3-4 bed 5 or more bed	No guidance from councils but we would advise that space is provided for cycle parking in any new residential proposal – see Cycle Parking section above.	1 space + 0.5 visitor space 2 spaces + 0.25 visitor space 3 spaces + 0.25 visitor space	Houses - At least one EV charge point within driveway or garage.  Flatted/terraced properties with off-street parking – where there is 10 or more parking spaces then ducting infrastructure shall to be installed in 1 in every 2 parking spaces and for 1 in every 10 parking spaces should provide an EV charge point socket.
Shops	Stirling only – 1 space as a minimum + 1 space per 250m <sup>2</sup>	Argyll and Bute - 1 space per 30m <sup>2</sup> Stirling – 4 spaces per 100m <sup>2</sup> , 1.2 spaces per 100m <sup>2</sup> for staff	If the proposal results in parking for 10 or more car parking spaces then ducting infrastructure shall to be installed in 1 in every 2 parking spaces and for 1 in every 10 parking spaces should provide an EV charge point socket.
Restaurant, cafes	Stirling only – 1 space as a minimum + 1 space per 100m <sup>2</sup> public floorspace	Argyll - 2 spaces per 22m <sup>2</sup> Stirling – 1 space per 10m <sup>2</sup>	
Leisure (unspecified visitor facility)	Stirling only – Staff - 1 space as a minimum + 1 space per 10 staff	Argyll - 1 space per 22m <sup>2</sup> Stirling – 1 space per 22m <sup>2</sup>	



	Visitor – 1 space + 1 space per 100m <sup>2</sup> or 10 visitors		The delivery of charging points should not exclude spaces for blue badge holders.  If the car park is for users of a retail facility or other such facility where there is expected to be a short turnaround of vehicles then they should be should be rapid charger with <1 hour charging time (rather than a fast charger).
<b>Caravan/Campsites</b>	Stirling only – 1 space as a minimum + 1 space per 10 staff Visitor – 1 space + 1 space per 100m <sup>2</sup> or 10 visitors	Stirling – 1 space/3 staff + 1 space per pitch + 1 visitor space per 10 pitches	
<b>Community Facilities</b>		Stirling – 1 space per 10m <sup>2</sup>	

### **Electric Vehicle Charging Requirements – Further Advice**

All proposals should make provision for electric vehicle (EV) charging both at homes and in car parks, particularly if the development does not connect to an existing active travel route. However it is recognised that the cost may be prohibited due to grid connection costs. In this situation, then efforts should be made to install ducting so charge points can be connected at a later date, as it will be expensive to retrofit an existing car park. In addition, efforts must be made to include other measures as required by the Travel Plan or making a contribution towards other charging points in nearby public car parks (if available). Other measures include those that ensure sustainable modes of travel such as cycle parking, solar e-bike charging, bus stop shelter, seating and lockers for recreational equipment or pick up of deliveries for local communities.

You should engage with electricity providers to ensure that the infrastructure will have sufficient capacity to enable all charge points to operate simultaneously. Further information on electric charge points and funding options is available on [Energy Saving Trust website](#) including types of charge points, installing a charge point, on-street charging and the public charging network.

### **Parking Spaces for people with disabilities**

Under the Disability Discrimination Act 2005 as amended by the Equalities Act 2010, it is the responsibility of site occupiers to ensure that adequate provision is made for the needs of people with disabilities. A proportion of car parking spaces must be accessible to a person with mobility impairment, including a wheelchair user, with the spaces designated for use as such. It should be noted that a larger number of spaces may be required as a facilities where a higher proportion of disabled users/visitors will be expected, for example, a health and care facility.

### **Car park design**

Further guidance on car park design is included in the Visitor Experience Guidance for visitor parking and the Design and Placemaking guidance for general layout within a new development and guidance on sustainable urban drainage.