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24 March 2004

Dear Sir / Madam

PAN 57 PLANNING FOR TRANSPORT

In January you will have received a copy of the consultative draft Scottish Planning Policy 17, Planning for Transport, which will replace a number of transport related planning policy documents. The letter accompanying the document referred to the intention to revise Planning Advice Note 57 Transport and Planning.

To assist in forming your responses to the consultation exercise the draft PAN 57, Planning for Transport is now available on the planning website: www.scotland.gov.uk/planning.

If you have any queries regarding **SPP17** please contact Tom Williamson at tom.williamson@scotland.gsi.gov.uk or on 0131 244 7531.

For queries on **PAN57** contact Carrie Smith at carrie.smith@scotland.gsi.gov.uk or on 0131 244 7529.

Written responses to the consultation draft SPP17 are invited by the 16th April 2004. Any comments you wish to make on PAN57 are also welcome. We would be grateful if you could clearly indicate in your response which document, questions and part of the consultative draft you are responding to as this will aid our analysis of the responses received.

Please send your response to:

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Yours faithfully,

CARRIE SMITH

Planning Series

PAN 57

Planning for Transport

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PLANNING SERIES:

- **Scottish Planning Policies (SPPs)** provide statements of Scottish Executive policy on nationally important land use and other planning matters, supported where appropriate by a locational framework.
- **Circulars**, which also provide statements of Scottish Executive policy, contain guidance on policy implementation through legislative or procedural change.
- **Planning Advice Notes (PANs)** provide advice on good practice and other relevant information.

Statements of Scottish Executive policy contained in SPPs and Circulars may be material considerations to be taken into account in development plan preparation and development control.

Existing National Planning Policy Guidelines (NPPGs) have continued relevance to decision making, until such time as they are replaced by a SPP. The term SPP should be interpreted as including NPPGs.

Statements of Scottish Executive location-specific planning policy, for example the West Edinburgh Planning Framework, have the same status in decision making as SPPs.

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INTRODUCTION

1. This Planning Advice Note (PAN) accompanies SPP 17 Planning for Transport. Reference should be made to SPP17 for guidance on policy.
2. The PAN provides good practice guidance to planning authorities to assist in their policy development, proposal assessment and project delivery. The document aims to create greater awareness of how linkages between planning and transport can be dealt with. It highlights the roles of different bodies and professions in the process.
3. The information provided and the examples given are not exhaustive. The PAN is intended to be used as an initial reference point. Local flexibility, appropriate to particular circumstances is encouraged.
4. The annexes are summaries of recent research findings and provide more detailed information on topics covered, however annex A provides links to useful data sources.

DEVELOPMENT PLANS AND STRATEGIES

Transport Strategies

5. The 4 regional transport partnerships across Scotland have all developed transport strategies covering their region. These are the product of voluntary joint working between local authorities (including SPT in the west of Scotland) and other stakeholders,. The Transport (Scotland) Act 2001 contains powers for Scottish Ministers to require local authorities to work together to produce a joint transport strategy, however this power has not needed to be used. Regional Transport Strategies will take a strategic approach to transport across the region, identifying problems and solutions. They should closely relate to local transport strategies and also to City Region strategic land use plans where these are to be prepared, and elsewhere give strategic transport guidance to local development plans.
6. Local Transport Strategies (LTSSs) are not statutory, but all local authorities have chosen to produce one. They set out the local authority's objectives, strategies and implementation plans for the transport in their area. They should be consistent with the latest guidance from the Scottish Executive Transport Group, SPP17 and up to date development plan policies. They should also closely relate to strategies produced by regional transport partnerships.

Development Plans

7. Development plan policy is an important means of implementing the transport strategy and planning policies for an area should take full account of the relevant Regional or Local Transport Strategy. As such, LTSSs and development plan policies should be developed having regard to one another.

8. The strategic aims of policy need to be implemented through influencing the attitude and behaviour of every individual. Influence can be achieved by targeting the reasons why people travel, the mode by which they have the opportunity to travel and the preferences of how people like to travel.

9. A number of practical measures, both qualitative and quantitative, can be used to deliver this influence. This PAN provides examples of good practice guidance on these measures through publicising recent research.

Integration

10. The aim of Scottish Ministers is to create an accessible Scotland which has a safe, reliable and sustainable transport system¹. Integration is key to the delivery of this. The integration of land use planning with transport, taking account of environmental aims and policies, and policies on economic growth, education, health and the objective of a fairer, more inclusive society, is crucial.

11. One focus of SPP17 is to achieve better and earlier integration between transport and land use planning at national, regional and local level. By the two working together the need to travel will be reduced and more sustainable travel choices will be supported. To achieve sustainable development the objectives of SPP17 must be balanced with the objectives of all other planning policy and guidance topics.

12. The intention is for projects to be customer focused and for them to promote genuine choice, so that each mode contributes its full potential and people can move easily between different modes. This is of equal relevance to passenger and freight considerations.

13. Effective working practice involves different professionals being aware of and understanding the relevance of the tasks and tools of professionals in other areas, either within or outwith planning. Land use planners and transport professionals should work together in developing complementary policies and proposals which contribute to integration within and between different modes of transport.

14. Table 1 is a generalised demarcation of statutory and non-statutory responsibilities, which to be successful in practice will need advice and information from the other professionals listed.

¹ Scotland's Transport, Scottish Executive, 2003.

Table 1. Generalised Statutory and Non-Statutory Responsibilities.

Professional	Responsibility	Location
Development Policy Planner	Policy development	Local authority
Development Control Planner	Proposal assessment	Local authority
Transport Engineer	Regional Transport Strategy	Regional body e.g.. SESTRAN
Transport Engineer	Local Transport Strategy	Local authority
Trunk Road Network Management	Trunk Roads	Scottish Executive
SPT	Public transport project delivery and operations	West Central Scotland
Planning and Transport Consultants	Advice & information to individual clients	Private Sector

Co-operative Working

15. The early involvement of interested parties will positively inform development plans by building consensus and minimising potential future areas of objection. Consultation and the feeding back of results to those who have contributed is crucial. Initiation of this is the responsibility of ALL groups. In addition to those listed above, other groups may include:

- Other relevant internal and external local authority departments;
- Local authority consortia i.e. Regional Transport Partnerships;
- Hauliers;
- Strategic Rail Authority;
- Rail and bus operators;
- Transport user groups;
- British Waterways, port and airport operators;
- Special purpose implementation bodies e.g. Transport Initiatives Edinburgh (TIE).
- Local businesses and communities.

Transport Modelling

16. Modelling is usually undertaken by transport planners in the appraisal of policies and proposals. Modelling can assist decision making by basing projections on quantitative data and it can be used for different types of assessment, for example mode choice, trip generation and land use interactions.

17. Joint transport and land use models are being developed which dynamically represent the interaction between transport changes and land use patterns rather than simply accepting land use data as a model input. These models should be very useful in strategic land use planning. A number of Scottish transport models already exist. These range from large scale models covering large areas, such as Central Scotland Transport Model (CSTM3) and

its successor Transport Model for Scotland (TMfS), to relatively small but detailed single junction simulation models.

POLICY DEVELOPMENT

18. Analysis is a crucial aspect in being able to influence the type of journeys people take and how they make them. In developing their policies planning authorities should have regard to the following mechanisms and factors.

Accessibility Analysis

19. Good accessibility will be achieved where many people are linked to opportunities by regular, reliable and affordable travel. Accessibility analysis² is a useful technique in assessing development as it focuses on individual people rather than on different transport modes. It can be used as an alternative or alongside other techniques. It allows the quantitative consideration of links between transport and other issues and helps to ensure that the most efficient resource allocation is made. The science of logistics incorporates accessibility analysis for freight movements. Further information on the implementation of personal accessibility analysis (approaches, features, uses and examples) is given in annex A.

Location Policy³

20. Location policy involves starting the process by identifying locations for development that conform to planning policy generally. That will usually greatly assist in selecting transport-sustainable locations. Some locations, at key nodes on the public transport network, have a potential for higher density development of significant travel generating proposals and a potential for mixed use development with an emphasis on high quality design and innovation. These locations should encourage modal shift by providing good linkages to rail, walking and cycling networks and with vehicular considerations, including parking, having a less significant role.

21. Planning authorities should give greater recognition to the potential of sites where accessibility can be improved by developer or public funding. Advantages can be gained by different interest groups including greater accessibility for employees and service industries, a reduction in congestion and the stabilisation of traffic growth creating good conditions for further investment.

22. Assessment of such locations should be based on comparative analyses of accessibility together with an assessment of other land uses and local plan policies. During the assessment process planning authorities must be aware of the realities of local economic and social conditions as they relate to the development. Key locations designated in development plans should aim to be

² Accessibility: Review of Measuring Techniques and their Applications, Scottish Executive, 2000.

³ Key Sites Appraisal Methodology for Development Planning, Scottish Executive, 2001.

destinations in their own right, with a sense of place created through an emphasis on quality. Urban design is a crucial aspect of this⁴. Designation of such locations will identify opportunities and give confidence to stakeholders.

Mode Share Targets (MSTs)⁵

23. Depending on the intrinsic accessibility of a location or general area, and on the sustainable transport objectives of the authority, an assessment can be made of desirable mode shares for transport movements to and from that location or area. In order to meet the objectives of that assessment, mode share targets can be set. The Transport Assessment process should then establish ways to accommodate or mitigate the impacts of less sustainable transport modes in order to meet the mode share targets. Further information is provided in annex B.

24. Mode share targets are applicable to new development, change of use proposals and extensions to existing developments. They are to be set for:

- Any development for which a travel plan is required.
- Any large new re/development area where there is a planning brief or master plan.

25. ‘No-net-detriment’ is a useful aim in setting mode share targets. No-net-detriment means no net increase in travel time or risk of accident as a result of the development.

Parking Standards

26. Car parking policies should support the overall locational policies in the development plan. The availability of car parking has a major influence on the choice of transport. Parking policies must be handled sensitively and adapted to particular local circumstances.

27. Councils are required to develop their own set of maximum parking standards that have regard to national ceiling values given in SPP17. This will enable local flexibility by ensuring that standards are developed to individual circumstances within an area. The process of developing standards should include the preparation of a Parking Standards Report that will be incorporated into development plans and the local transport strategy. The Parking Standards Report would set out the method by which the standards have been derived, including consultation exercises undertaken.

28. The method for deriving the standards should consider local characteristics, including:

- Accessibility analysis, particularly by non-car modes;
- Economic development factors, in terms of levels of activity;

⁴ A Policy Statement for Scotland: Designing Places, Scottish Executive, 2001 and Housing Quality, Scottish Executive, 2003)

⁵ Planning for Mode Share in New Developments, Scottish Executive, 2001.

- Levels and targets for walking and cycling;
- Levels of car ownership, use and movement patterns;
- Need for traffic restraint;
- Levels of pollution;
- Potential over-spill impacts;
- Neighbouring authorities standards;
- Availability of alternative parking (on and off street); and
- Potential for shared use of spaces.

29. For implementation at a local level a zonal approach is recommended. Measures that can influence parking can include:

- A maximum number of parking spaces being provided, underpinned where appropriate by a minimum to avoid undesirable off-site overspill parking;
- On site parking charges / permits to discourage long term parking;
- Priority given to essential users on-site;
- Short stay and late night / shift work parking located closer to the building;
- Encouragement of car-sharing by using a database and preferential parking spaces;
- Establishment of a car pool.
- Complementary restrictions, i.e. on-street restrictions in the surrounding area.

30. Monitoring of usage and effects is important after implementation. This should take account of experience, evolving objectives and changing patterns of characteristics. A review of standards should be undertaken at intervals no greater than 5 years.

Design

31. The design of transport proposals should be fully considered in terms of safety and convenience for all users. Proposals should be specifically tailored to local circumstances, aspirations and priorities in order to bring a wide range of social and community benefits and improve quality of life.

32. The Dutch Home Zones (Woonerfen) are a leading example of the use of design measures to integrate transport and land use⁶. While formal Home Zones are more suited to regeneration projects, the general design principles are also relevant to the design of new housing layouts. Local authorities can assist in such initiatives with the production of design guides, local design statements and development briefs.

Associated Regulatory Mechanisms

33. Transport aspects of land use planning will also need to have regard to:
- Air quality regimes: the National Air Quality Strategy; the statutory air quality objectives; and designated air quality management areas;

⁶ Home Zones: Guidance Consultation, Scottish Executive, 2002.

- Noise quality regimes: the noise impact of new transport infrastructure on existing land uses and any noise constraints that existing transport infrastructure impose on new development should be taken into account in development control decisions supported by general policies in development plans.
- Water quality regimes: SEPA have lead responsibility for sustainable urban drainage (SUDs) techniques. These should be used for handling run-off from built development including transport infrastructure in such a way as to protect the quality of watercourses and the aquatic environment. Land use aspects should be reflected in development plans.
- Road traffic reduction targets and safety concerns for all transport users.
- Landscape quality: land use and transport planning should take into account impacts on landscape and use of the countryside. Policy on Green Belt is set out in SODD Circular 24/1985 and on Agricultural Land in SODD Circular 18/1987.

Commitments

34. Schemes in committed programmes and/or those at an advanced stage of preparation where work is expected to commence within the plan period should be included in the local plan proposals maps. This will include schemes upon which the development strategy depends even if the method of funding is uncertain at the outset. Other schemes should merit only a description in the text, the level of detail dependent on the degree of commitment.

Blight

35. The effects of blight should be removed by abandoning safeguarding for schemes where proposals are now unlikely to be taken forward. This is especially important for proposals, such as new road construction or road widening, which affect large numbers of existing properties. Clearly, any significant development proposals which were dependent on the road proposal will have to be reviewed and alternative transport arrangements made.

DEVELOPMENT CONTROL

36. Decisions made in relation to specific planning proposals should aim to put into practice the policies of SPP17. The following section provides good practice advice on practical mechanisms which can be used in order to ensure this.

Transport Assessment

37. SPP17 requires a Transport Assessment to be produced for significant travel generating developments. Transport Assessment is a tool that enables delivery of policy aiming to integrate transport and land use planning. The Draft Guide to Transport Assessment in Scotland (2003) provides the detailed

information on this process⁷ and should be referred to directly. Further information is also given in annex C.

38. A Transport Assessment Form should be completed for **all** development or redevelopment proposals except for householder developments that generate no person trip, such as the installation of satellite dishes, minor alterations to existing houses, etc. This will indicate if a Transport Assessment should be carried out. As a change of use could result in different travel characteristics a transport assessment should be requested where the change is likely to result in a material change in trips. For smaller developments the transport assessment will enable local authorities to monitor potential cumulative impact and for larger developments it will form part of a scoping exercise. Development applications will therefore be assessed by relevant parties at levels of detail corresponding to their potential impact.

39. The preparation and detail of a transport assessment will vary depending on the location, scale and nature of the proposed development. No two transport assessments are likely to be exactly the same. What is appropriate for one development will not necessarily be satisfactory for another. This in turn creates potential for variation in the detail of the procedure and the final input.

Travel Plans

40. Travel Plans are documents that set out a package of complementary measures for the overall delivery of more sustainable travel patterns. They should be implemented to encourage a shift in transport mode for those travelling to and from a development. More detailed information on travel plans is provided in annex D.

41. Travel plans have been demonstrated to be applicable to a wide range of establishments and their various travel requirements, for example staff travel, customer / visitor travel, business travel and freight and logistics. They are applicable to significant travel generating land uses, such as airports, businesses, hospitals and schools. For residential land uses, travel plans may set out measures which will be used to be an incentive to house purchasers to use non-car travel modes, but setting targets is generally not practicable. Sustainability in housing should come through design in relation to walking, cycling and public transport networks.

42. It is recommended that the threshold for the application of travel plans should be the same as for transport assessment to ensure the two are directly linked. These provide a level of guidance to start negotiations between stakeholders. Local flexibility is encouraged when justified by findings from the transport assessment.

43. As planning applications can be submitted as detailed or in outline it is recommended that travel plans should also follow a two stage process.

⁷ The Draft Guide to Transport Assessment in Scotland, Scottish Executive, 2003.

Outline applications

44. Where the occupier is speculative or unknown the travel plan should include physical / infrastructure facilities to encourage walking and cycling, for example adequate storage provision, showering facilities, links to wider walking and cycling networks and possible provision of additional public transport facilities. The plan at this stage should concentrate on output measures e.g. the number of trips by different modes that can be accommodated on the network. The agreement made should also enable future development and modification of the travel plan.

Detailed applications

45. Where the occupier is known measures should be more robust. It should incorporate a variety of measures and targets to encourage sustainable travel, an implementation time scale and an agreed monitoring and review process. The setting up of a partnership working group to oversee the travel plan is also encouraged as is a trust fund for additional remedial measures if targets of the plan are not met.

46. If the planning authority is minded to grant consent for a development proposal which will be supported by a travel plan, the full travel plan should be submitted within the first 6 months of occupation of the development. A detailed indication of the contents of the travel plan should however be submitted along with the planning application.

47. To ensure compliance with targets 'correction procedures' should be incorporated into the travel plan. The consequences of not meeting the targets set should be agreed and defined clearly in any agreement. They may take the form of remedial action or may be related to suspensive conditions on further development related to the proposal. The procedures should always be specific to the development proposal to which the travel plan relates.

Monitoring

48. As with any process the monitoring of the operation and implementation of a travel plan is a key element. The monitoring should not be an afterthought but incorporated into the design of the travel plan from the outset to ensure efficient and consistent review of the process. Who should carry out the monitoring should be made clear in the means by which the travel plan is enforced: the condition to the planning consent or the section 75 planning agreement. Monitoring should be an on-going process leading to an annual review and update of the travel plan. It should be in line with the review of the Local Transport Strategy.

Planning Agreements⁸

49. New development has an important role in helping to achieve the transport strategy for an area and preventing adverse impacts of travel. Planning agreements are a mechanism to overcome obstacles to the grant of planning permission. Through securing contributions from the developer the proposal can be made acceptable in land use and transport terms.

50. Travel plans are increasingly required as a planning obligation. This can take the form of a condition on the planning consent or through a section 75 agreement. Current policy on planning agreements is contained in Circular 12/1996.

51. The use of the section 75 agreement means the plan is recorded in the Register of Sasines or the Land Register and the agreement is therefore a burden on the land, regardless of the occupier, unless discharged by agreement. Where travel plans are used in the development control process it is therefore recommended that the travel plan be implemented through a section 75 agreement rather than a condition. This is to ensure they are legally binding in terms of their application and implementation, definition, monitoring and review.

Environmental Assessment

52. Circular 15/1999 explains The Environmental Impact Assessment (Scotland) Regulations 1999. The regulations apply to projects which require planning permission, certain trunk road projects comprising construction and improvement authorised under the Roads (Scotland) Act 1984, and drainage works authorised under the Land Drainage (Scotland) Act 1958. A further Directive 2001/42/EC on the assessment of the effects of certain plans and programmes on the environment (commonly referred to as the Strategic Environmental Assessment Directive) applies to development plans and transport strategies from 21 July 2004.

53. Schedule 1 projects (including motorways, lines for long distance railway traffic and aerodromes with a runway length of 2100 m or more) are always required to follow the environmental impact assessment procedures. For other transport projects which are listed in Schedule 2 (including a road, an aerodrome, canalisation, a tramway, elevated or underground railways, or a modification to a Schedule 1 development) EIA will be required if the project is likely to have significant environmental effects. If a project requires an EIA under the Regulations, any permitted development rights are withdrawn and planning permission must be sought.

⁸ The Use and Effectiveness of Planning Agreement, Scottish Executive. 2001.

PROJECTS AND PROPOSALS

Scottish Transport Appraisal Guidance⁹

54. It is a requirement of the Scottish Executive that all transport related projects for which it provides support or approval shall be appraised in accordance with the Scottish Transport Appraisal Guidance: STAG (except for projects which were before Scottish Ministers before July 2001).

55. It is recommended to local authorities and consultants that STAG is used for the appraisal of transport projects for which they have responsibility. It should be used by all organisations developing transport projects or policies for all types and sizes of transport planning exercises, from the development of a rural bus scheme to a multi-modal corridor study.

56. STAG provides a comprehensive source of advice on all aspects of the project development process from the earliest stages, through appraisal and implementation to ex-post evaluation. STAG sets out required practice. It is therefore to be used as a first reference point when commencing an appraisal of potential transport developments. It is intended that transport appraisal techniques will continue to develop over time. It is therefore expected STAG will be updated periodically.

Roadside Services

57. Policy on roadside services is contained within SPP 17. Annex F to this PAN sets out the background definitions and conditions under which development can be signed as roadside services on the trunk road and motorway network.

Influencing Travel Modes

58. Influencing the choice of travel mode an individual takes requires knowing how people travel and understanding why people travel the way they do. The use of measures and resources can then be targeted directly and efficiently to influence behaviour.

General

59. SPP 17 refers to the contribution of different travel modes to sustainable access. In decreasing order they are walking, then cycling, public transport and finally motorised modes. A variety of measures can be implemented that encourage the use of alternative modes of transport other than the car¹⁰.

⁹ Scottish Transport Appraisal Guidance, Scottish Executive. 2003.

¹⁰ Barriers to Modal Shift, Scottish Executive. 2003.

60. The implementation of the variety of measures given below will be more effective through consultation with interested parties. The public and private sector need to demonstrate innovative and entrepreneurial thinking along with a willingness to try alternatives. Linking with voluntary and community schemes can prove successful and provide good value solutions to local needs. Ideas can be developed to suit particular circumstances, for example, subsidised taxis for targeted groups.

61. When designing a proposal these measures can be built into the development as incentives and disincentives to reduce or alter trip making decisions and behaviour. The measures can be specific to a particular mode, examples of which are given below, or they can be more broadly applicable, for example:

- The use of urban design principles;
- Setting up of a Transport Working Party for larger proposals;
- Appointment of a Travel Co-ordinator.

Walking

62. Planning can encourage walking to become the prime mode for shorter trips through arranging land uses and by utilising urban design. Planning authorities should include proposals to make appropriate areas and developments safer and more attractive to people on foot. Ensuring that pedestrian routes are well located in relation to housing, of a good quality, interface safely with other modes, and form networks with destination land uses and other initiatives such as “safe routes to school” will all encourage walking.

63. The SNH Access Forum supports the development of networks of paths, trails and green spaces for walking, cycling and horse riding both in and around settlements. These networks should where ever possible be linked to rail and bus stations, bus stops and existing car parks.

Cycling¹¹

64. There is no single correct method for developing suitable cycling infrastructure and for the foreseeable future the bulk of cycling will be on the existing road network. Much therefore remains dependent on the effective integration of cyclists’ needs into the broader objectives of local authorities transport proposals, including reallocation of roadspace. The aim is to provide a safe, convenient and attractive cycle network for users. Consideration, if relevant, should be given to the local authorities cycle strategy and thought should be given to the encouragement of:

- Cycle lanes and networks, especially those radiating direct from proposals;
- Cycle crossing points being provided;
- Covered, secure and well located cycle parking;
- Changing facilities;

¹¹ Cycling by Design, Scottish Executive, 1999.

- Utilisation of areas free from motorised traffic, such as former railways, canal paths and bridleways;
- Suitable maintenance regimes.

Public Transport

65. Quality of public transport has to be high if motorists are to be enticed out of their cars. A change in mode can be encouraged through:

- Park and ride schemes, with regard to arrangement of facilities, quality of vehicles and waiting areas and integration with walking and cycling networks;
- Diversion of existing services to a new development;
- Bus priority measures on main public transport corridors to the site;
- Good on-site access, stops and shelters and information;
- Tendering or provision of new and/or additional bus services and journeys to extend coverage by time of day, day of week;
- Demand responsive services to fill gaps in public transport coverage;
- Discounts on travel passes.

Mobility Impaired

66. In terms of social justice personal accessibility is as applicable as wider public accessibility. Measures should therefore be encouraged to make travel easier and more convenient for those whose mobility is impaired in whatever way. These could include:

- Provision of convenient parking spaces for those with physical disabilities, with children and the elderly;
- Enforcement to ensure these spaces are not utilised by those who do not need to use them;
- Left luggage lockers for those with luggage / heavy shopping.

Waterways

67. Inland waterways are increasingly used for recreation and land alongside can provide walking and cycling routes. They are important for their heritage and environmental value as well as for water supply and flood defence. Their potential to retain or return to a transport role should be assessed in liaison with British Waterways and any requirements incorporated into development plans. Severing or adversely affecting inland waterways should be avoided. New marinas and moorings should be located with good public transport services, walking and cycling access.

CONCLUSIONS

68. This PAN reinforces the principles and policy set out in SPP 17. By aiming to provide a greater choice of transport modes land use and transport planning can assist in influencing attitudes and changing the behaviour of individuals.

69. The integration between land use and transport planning is a key element of realising sustainable developments. Linking the development plan and local transport strategies along with all other necessary considerations make for co-operative working.

70. By prioritising involvement at the earliest possible stage in the design process consensus can be built and experience gained that will enhance future planning. A consistency in the application of reasoned and proven techniques will hopefully prevail that will provide a sound basis for better decision making.

ENQUIRIES

71. Enquiries about the content of this PAN should be addressed to Carrie Smith, SEDD Planning, Area 2-H, Victoria Quay, Edinburgh, EH6 6QQ (0131 244 7529) or by e-mail to carrie.smith@scotland.gsi.gov.uk. This PAN and other SPPs, PANs and a list of Circulars can be viewed on the Scottish Executive website: <http://www.scotland.gov.uk/planning>.

ANNEX A

Information Sources

A1. When putting transport analysis into practice and when making choices on transport measures for travel plans various information sources will be useful. Those of particular relevance are set out below.

The Census

(<http://www.gro-scotland.gov.uk/grosweb/grosweb.nsf/pages/censushm>)

A2. Origin-Destination Statistics provided by the Census attempt to analyse flows of people, for example travel to work. Such data can then be expanded on to include the method of travel and age patterns. Of particular use would be the following data sets: Standard Tables, Census Area Statistics and Special Travel Statistics.

The Scottish Household Survey

(<http://www.scotland.gov.uk/about/SR/CRU-ocInc/00016002/SHShome.aspx>)

A3. This survey of around 15,000 households per year across Scotland aims to provide accurate and up-to-date information on characteristics, attitudes and behaviour of Scottish households and individuals on a wide range of issues. Particular sections provide information on travel and transportation, for example household car availability; cycling, walking and use of public transport; travel to work and school. The survey also collects "travel diary" information. Results are available annually for the larger local authorities, and every 2 years for all authorities. These are based on interviews with a minimum of 500 or so households in each authority in each two-year period. Local authorities can obtain anonymised copies of the SHS data from COSLA, and the data are also deposited at the UK Data Archive.

A4. The SHS's transport-related results are published in three series of statistical bulletins:

- *Household Transport* - main results for Scotland;
- *Transport across Scotland* - main results for local authority areas;
- *SHS Travel Diary results* - includes some figures for local authority areas.

These are available from the Stationery Office Bookshop and the Scottish Executive Web site. For information or questions on Transport, contact Transport Statistics: Tel: 0131 244 1457.e-mail: transtat@scotland.gsi.gov.uk.

Scottish Transport Statistics

(<http://www.scotland.gov.uk/about/CSU/DD-EAS-Trans/00015845/STS.aspx>)

A5. This annual report looks at the trends over the last 10 years and provides information on different modes of travel (for example road, rail and air). It also provides specific statistics on related topics such as finance and injuries. Most of the figures relate to Scotland as a whole: only a few tables

provide figures for local authorities. Copies are available from the Stationery Office Bookshop and it can also be found on the Scottish Executive Web site.

TRICS Database

(<http://www.trics.org>)

A6. This is a database containing site and development information for some 1,800 development sites in the UK. In each of these developments traffic entering and exiting is recorded, and from this information trip rate calculations are carried out, which can be used to estimate traffic flows for a variety of development types. This is becoming increasingly useful as it focuses less on traffic and more on multi-modal transport.

Local Travel Surveys

A7. In the preparation of Development Plans and the Local Transport Strategy local travel surveys will be undertaken by local authorities. They may be for the whole area or site specific. Such information also enables comparisons to be made between sites in an area dependent on local circumstances. These are a valuable source of local information which can be utilised.

Other Organisations

A8. Local authorities are not alone in collecting data on travel characteristics. Other agencies may be of assistance on more detailed aspects of travel, for example: neighbouring authorities, rail and bus operators, port and airport authorities, local businesses, walking and cycling groups, disability groups.

Research Documents

A9. Research completed at both a national and local level will provide useful information as will case studies where similar work has been undertaken elsewhere.

ANNEX B

Personal Accessibility Analysis

B1. Personal accessibility can be affected by a number of factors including:

- An individual's own mobility;
- By the physical disposition of destinations relative to the individual;
- By the availability of means of transport;
- Or by a combination of the three.

B2. There are 3 overlapping types of approach that can be used in accessibility analysis. All accessibility approaches relate to a specific location – an origin or a destination – and include zoning aspects and opportunity and deterrent features. All three approaches have a role to play in policy and project appraisal since different decisions require information to be presented in different ways.

B3. The choice of appraisal technique for any individual decision needs to be of an accuracy appropriate to the particular situation, with the resources devoted to the analysis being commensurate with the scale of the circumstances. Examples are given in Table 2 below. Analysis to support practical decision making will usually benefit from a more rigorous multi-criteria framework approach.

B4. Clear policies relating to a group of people for a particular purpose can be analysed in a straightforward manner. Accessibility analysis can though become complex and confusing if the question being asked is not identified at the outset. It is important therefore for all analyses to define problems clearly, gather the required supporting information and involve the relevant stakeholders. Consistent and rigorous techniques can assist in building consensus between various stakeholders.

Simple Approach:

B5. Isochrones are used to demonstrate the geographical distribution of impacts. This is the most commonly used approach internationally. It simplifies a given problem by defining thresholds. For the approach to be useful the choice of thresholds must accurately reflect some aspect of travel behaviour which is specific to local characteristics. This is because measures of accessibility have different values in different areas.

Recommended thresholds for local access:

Short walk = 5 mins = approx 400m.

Normal walk = 10 mins = approx 800m.

Max. walk = 20 mins = approx 1600m.

(250m = walking threshold for public transport)

Recommended thresholds for regional / national access:

These are more difficult to define.

Values such as 15, 30 and 60 mins are useful.

Opportunity Approach:

B6. This sums all the available opportunities and takes into account a measure of deterrence related to how easily opportunities can be reached. Opportunity indices are relatively easy to interpret.

Value Approach:

B7. This measure considers the attractiveness of the available opportunities to represent their value as a transport choice in terms of time or cost. These indices measure efficiency but are less descriptive.

Zoning Aspect:

B8. This is a variable element. The level of detail is dependent on the policy / proposal being examined. Strategic issues will utilise wider geographical areas resulting in a more coarse zoning system. Larger zones provide a valuable overview of areas. Local issues will utilise more detailed localised representation. This will be much more time consuming and in some cases uneconomic.

Opportunity Features:

For example;

- Population: Total number of people; employment status; and age;
- Employment: Number of employees by location;
- Health: Presence or absence of a facility;
- Supermarkets: Floorspace in square footage;
- Banks/ Building Societies: Numbers of branches up to a maximum of 5 representing the availability of choice;
- Chemists: Presence or absence of a facility;
- Petrol stations: Presence or absence of a facility;
- Post offices: Presence or absence of a facility.

B9. Origin accessibility considers opportunities available to an individual or business. The opportunity is therefore based on the land uses at alternative destinations.

B10. Destination accessibility considers catchments for a destination. The opportunity is therefore based on land uses and types of traveller at alternative origins.

Deterrent Features:

For example;

- Time,
- Cost,
- Distance,
- The need to carry goods and/or other people.

B11. These are features that affect both the perceptions of travel and therefore influence real behavioural patterns. It is recommended that deterrence features of car available **and** non-car available trips is considered as many trips involve a number of modes and for non-car available trips the car options are excluded from the calculation.

Table 2. Types of Accessibility Analysis

Index	Description and Uses
Simple Measures	
Catchment / Contour Indices	These <i>count</i> the number of jobs, shops etc within a thresholds travel cost (distance/time etc) from a defined location. They are used for a whole variety of planning purposes for both land use and transport infrastructure and are often used by developers to consider the potential commercial viability of a potential development location.
Access to Public Transport	These <i>measure</i> walking access time to the public transport services. Walking time or distance thresholds to the public transport services are set and summed across all the available services. The quality of public transport being accessed is categorised on a scale which takes account of service frequency, mode and reliability. (Simple but limited scope).
Peripherality Indices / Rural Accessibility	These identify <i>thresholds</i> in terms of cost, distance, time etc from defined types of opportunity. They are usually calculated from major centres of population (incl. towns or services such as hospitals)
Time Space Geographic Measures	These measures simplify travel behaviour and choice in terms of the opportunities available within a limited travel budget time. The threshold is therefore travel time available for an individual or group.
Opportunity Measures	
Hansen Indices	The simple measures above are all special forms of Hansen indices incorporating thresholds to simplify data or analysis requirements.
Shimbel Measures	Similar to above but here all specified opportunities are assumed to have the same weighting. The measure is simply the sum of the cost (time etc) to each of the opportunities.
'Economic Potential' Measures	Where the opportunities being considered in the Hansen index are regional incomes, and the deterrence function is measured in distance, then the accessibility index is sometimes describes as the economic potential of a location.
Value Measures	
Utility Based Measures	These measure the value to an individual or group of the choices available to them. The main difference to those above is that additional opportunities only provide an increase in accessibility if they provide some additional value. If there is already a surfeit of opportunities adding more will result in little change in the index. The normal units of measurement are generalised cost or time.

B12. In considering the results of the accessibility analysis it should be remembered that the measures are intended to give only a general indication of

levels of accessibility. They are though of assistance in identifying practical solutions and delivering schemes that will be of real benefit.

B13. Planning authorities should establish 'accessibility profiles' for sites taking into account the elements below. The profiles should reflect the catchment area served, likely quality of service and result in relative indicators of accessibility for different sites.

- Transport system accessibility by population sector to an opportunity:
 - A transport improvement or an increase in the number of opportunities will increase accessibility.
 - The scale of change is not easily assessed through qualitative comparisons.
- Accessibility to public transport services:
 - This is particularly useful if public transport services can be classified accurately in terms of their frequency or destination.
 - Obtaining detailed data on origins, destinations and routes of services can be a major exercise.
 - For accessibility of housing to public transport the recommended guidelines are less than 400m to bus services and over 800m to rail services.
 - Accessibility can be categorised, for example weak or strong.
- Accessibility to local facilities by walking and cycling:
 - A maximum threshold of 1600m for walking is broadly in line with observed travel behaviour.
 - If there is a significant population within 800m then improvements to the quality of walking and cycling networks will increase accessibility.
- Ratios comparing accessibility for different mobility groups:
 - One of the most useful measures is the ratio of accessibility for car available to non-car available people.
 - These ratios allow consistent comparisons to be made between locations.
- Accessibility for freight:
 - This is best undertaken using logistics management software.
 - It is usually undertaken at an individual company level.

ANNEX C

Mode Share Targets

C1. MSTs are currently most commonly used in travel plans, particularly for employment land uses. Wider use of them is though encouraged, in particular for them to be utilised for other land uses and in the development control process. They should therefore be acknowledged within local plans, local transport strategies and development control procedures.

C2. MSTs need to be defined at the appropriate regional/local level with individual development proposal targets set within this context. At a broad level MSTs form one aspect of a local transport strategy. An overall MST will be dependent on changes in travel to existing development as well as new development. These strategic MSTs need to be directly translatable to individual site MSTs and therefore be realistic and achievable.

C3. The achievement of MSTs is influenced by differing local characteristics. This means there will be a differences between and within local authorities' MSTs. MSTs should take into account local levels of transport accessibility, types of development and car parking controls. They should also consider the provision of amenities i.e. crèches, banks, level of local retailing and fitness centres, the availability of convenient and affordable public transport and existing incentives and disincentives to influence travel choice.

C4. Individual development proposals will derive MSTs from the local authority's local transport strategy. New development is likely to be only a small proportion of total travel but this travel may be easier to influence. As MSTs may have a significant effect on the shape and form of the development they should form a vital part of the original development concept. The targets should be set in ranges rather than absolutes.

C5. Discussions regarding MST requirements are encouraged between developers and appropriate local authority planners at an early stage. This is particularly important where the development is large or likely to generate significant travel as it will avoid unnecessary work and potential delays.

C6. The methodology for predicting MSTs for a particular development should consider the wider targets as noted above as well as the following.

Site location and accessibility by different modes

C7. In this context accessibility is site specific and is calculated and expressed as an accessibility index. Absolute accessibility measures are of little value in assisting with the evaluation of MSTs. Relative accessibility is a more important measure that will influence the mode share at the development.

Different trip making and mode share characteristics of the proposed development

C8. Here mode choice characteristics are being used to shape development content and mode share to meet a target. This happens as negotiations on the development progress and can be assessed relative to other similar developments. In practical terms the policy will be to reduce car use rather than meet individual non-car MSTs.

Transport improvements to change underlying accessibility

C9. Where a development proposal does not initially meet its MST there may be value in considering improvements to transport services to change underlying accessibility in such a way as to assist in meeting the required target. Where improvements get close to achieving the MST it may be that additional measures involving travel incentives and disincentives could prove to be effective.

C10. Where they are implemented MSTs should be comprehensible, robust but simple to use and be capable of wide application to a range of situations. They should be realistic and practical in that they take account of what can be achieved in a given context.

C11. Where the monitoring and review of MSTs is to be done by the planning authority, a charge for this could be included in a planning agreement. Monitoring should be at regular intervals, ideally every 2 years and for a minimum period of 5 years. If MSTs are included as part of the planning consent in the form of a condition, the condition must meet the necessary criteria of being reasonable etc. so that it is enforceable.

C12. In practice Transport Working Parties have been set up and Travel Co-ordinators have been appointed to set, achieve and review MSTs. They can oversee the targets in which ever form they take, for example:

- Regional: i.e. employers in a region can work towards a target for average vehicle ridership.
- Rule of Thumb: Targets that have been adopted from a key piece of literature or advice, i.e. 30% reduction in single occupant car trips over 3 years.
- Site Based: Targets based on requirements, characteristics and constraints of a site i.e. lack of parking availability.
- Transport Based: Targets based on local transport circumstances, related to the desire to keep trip generation below levels that will detrimentally effect the local road network.

ANNEX D

Transport Assessment

D1. Transport Assessment concerns person trips, not car trips. It is a comprehensive assessment that should enable all the potential transport impacts of a proposed development or redevelopment to be fully understood. The objective should be to encourage sustainable travel in relation to the transport mode hierarchy. The assessment should be presented in clear language so that lay people can understand the implications.

D2. The assessment should present all the transport implications of the proposal but also aim to balance fullness of analysis with simplicity. A comprehensive approach will provide more useful information for decision-makers but may well be an excessive burden on developers. A simple approach may be easier for developers, but not provide sufficient information for effective decisions to be taken.

D3. There are no universally applied thresholds for requiring a detailed Transport Assessment, each application is considered on its own merits. Recommended national guidelines for the requirement to carry out a full transport assessment are listed in the Draft Guide to Transport Assessment. Local authorities are encouraged to lower the threshold where appropriate, i.e. areas particularly sensitive to impact of additional traffic.

D4. These standards should form the basis of discussion and negotiation with a developer. Discussion between a developer and a local authority at an early stage should highlight any additional requirements or changes that may be needed to the layout and design of the proposal. On-going liaison will assist in reaching agreement so that later, and generally more expensive, changes will not be needed.

D5. Transport assessment should aim to provide supporting evidence to accompany the planning application to demonstrate that the development is sited in a location where current and likely future travel behaviour will produce a desired and predicted transport output.

D6. Transport Assessment should initially provide information on the proposals compliance with key site policy. It should set out proposed methods of mitigation designed to reduce adverse transport impacts. Assessments should therefore include the following three main elements:

- An assessment of travel characteristics;
- A description of the measures which are being adopted to influence travel impacts of the proposal;
- A description of the transport impacts of the development in a broader context and how these will be addressed.

ANNEX E

Travel Plans

E1. The national thresholds given are based on development type and unit size. At the local level greater innovation can be used to assist decision making by generating an ‘accessibility map’. This would identify general zones of high, medium and low accessibility for a given area. These must also be justified by carrying out an accessibility analysis for the development plan area, which can be undertaken as part of a local plan review. Any local variation in thresholds should be documented in the local plan along with specific sites that the planning authority considers a travel plan will definitely be required.

E2. A travel plan is a package of practical measures which provide an alternative choice to single occupancy car use. These measures can be categorised as:

- Basic i.e. car pooling / cycle leasing.
- Organisational i.e. flexi time.
- Disincentive i.e. parking management.
- Luxury i.e. company buses.
- Communication / marketing i.e. leaflets / posters to disseminate information.

E3. Those aspects of travel which individuals place the highest significance on should be tailored into the measures chosen to influence mode, for example time and convenience. The plan should consist of a package of complementary ‘push’ and ‘pull’ measures that act as incentives and disincentives.

E4. The content of a travel plan should be agreed in conjunction with the Local Authority and reflect the aims and objectives of the Council as a whole. The use of measures is to meet targets which have been derived from the transport assessment or the Local Transport Strategy. Without targets a travel plan becomes an act of good faith.

E5. The plan should encourage change in a manageable way for those it is targeting. It should be practical and realistic in its aims. Most people are already multi-modal in their travel behaviour therefore this will often mean small incremental changes for which the travel plan should have mechanisms in place to ensure the change is sustained in the long term.

E6. It is not always the case that the most resource intensive travel plans have the most effect on mode share. Research has demonstrated that travel plans:

- Containing only marketing and promotion are unlikely to achieve any modal shift.
- With car-sharing and cycle measures may achieve 3-6% reduction in drive alone commuting.

- With the above measures plus large (30%+) discounts on public transport plus works buses may achieve around an 8-13% reduction in drive alone commuting.
- The combination of all the above measures plus disincentives to car use may achieve a larger (15-20%+) reduction in drive alone commuting.

E7. An example of exceptional commitment would include:

- An annual budget for measures per employee of £200.
- Senior management being prepared to lead by example, giving up reserved car parking spaces and changing mode.
- Support from the developer for a network of buses to serve the proposal, coupled with fare reductions of at least 30%.

E8. Local authorities are encouraged to develop a weighting for different trip reduction measures relevant to their local circumstances, that they and developers can utilise when designing a proposal, for example:

Measure	Score
Major new public transport infrastructure	3
Minor new infrastructure i.e. bus stops, cycle racks	1
1-2 new or enhanced public transport services	2
More than 2 new or enhanced public transport services	2
Reductions in prices of public transport services by 30% or more	3
Restrictions on effective parking availability	5
Annual budget for measures per employee or (retail/leisure) 50m GFA	0
▪ Not stated	1
▪ <£10	2
▪ £20-£50	3
▪ £50-£100	4
▪ >£100	
Promotional activities i.e. green transport week	1
Consultation with staff	2
Public transport information	1
Car sharing scheme:	
▪ paper based (notice boards)	1
▪ computer access and self registration	2

E9. The score indicates a likely level of car trip reduction that can be achieved with those measures at sites in the local area. They should be based on empirical local evidence on the effectiveness of measures. The scores and resultant levels in single occupant trip reduction are then calculated as follows:

- 8 or less: 3 – 5%
- 8 – 16: 5 – 10%
- 16+, which must include parking restrictions: 10 – 15%.

ANNEX F

Service Areas

F1. A **Service Area** on a strategic road is defined as a development which should as a minimum provide:

- Free short term parking for both commercial and private vehicles, including those only wishing to rest and not to use any facilities;
- Fuel;
- Free toilets;
- A picnic area with picnic tables available during daylight hours;
- All facilities accessible to disabled people; and
- Telephones.

F2. Other facilities will be for operators to offer in the light of demand and arrangements made with other bodies e.g. tourist boards, but could be expected to include:

- Catering on all sites (not only from automatic vending machines) but not necessarily open during all service area opening hours;
- A retail unit on all sites but not necessarily open during all service area opening hours; it is recommended that provision be limited to a single unit of up to 200 square metres net floorspace to be treated as a maximum prior to planning authorities setting actual limits in development plans dependent on local circumstances, e.g. for service areas in particular locations of national tourist significance more or larger retail units may be permissible where this will not conflict with environmental objectives; all retail activity is to meet the reasonable needs of travellers only.
- Tourist information, manned at appropriate times or otherwise available;
- Limited vehicle repairs;
- Cash dispenser;
- Overnight accommodation (which may be particularly desirable for example on the main tourist routes);
- Special parking facilities such as secure overnight accommodation for which charging may be appropriate.

F3. In locations near popular climbing and walking access points it may also be appropriate to include facilities providing information or telephone access to local weather forecasts, mountain rescue and similar services.

F4. All facilities are to be provided primarily to meet the reasonable needs of travellers and the scale of provision should be consistent with these needs.

F5. In addition to the above requirements, a **Motorway Service Area** (MSA) should meet the following minimum requirements:

- All the services mentioned in the Service Area definition should be provided on both sides, or if on one side only, connected to the other by an overbridge or underbridge incorporating adequate sight lines, entry and exit splays and safe gradients; if the overbridge or underbridge is for pedestrians only, there must be an adequate parking area and fuel supplies on each side of the road;

- These facilities should all be available every day of the year for 24 hours a day on motorways.
- There is no sale of alcohol on the site;
- Sufficient parking should be provided for 0.5% of the predicted light vehicle flow, 0.35% of the predicted heavy vehicle flow, and, for coaches, 0.1% of the predicted heavy vehicle flow, all measured as a proportion of the annual average daily traffic flow 15 years after opening.

F6. The predicted traffic flows are those provided on application to the Scottish Executive. Developers will not necessarily be required to provide the full 15 year parking levels as soon as the site opens, but will be expected to achieve:

- Planning permission in respect of land able to accommodate the whole 15 year figure,
- Have legally enforceable rights to acquire the necessary land to build up to the final provision in 5 year stages, and
- Have a landscape setting and development framework capable of accommodating the phased development.

F7. If experience differs significantly from these assumptions, earlier provision of adequate parking may be required. At sites accessed from junctions, it may also be necessary to consider the effects of non-motorway traffic on parking requirements.

F8. The Scottish Executive will maintain its strict policy of restricting accesses to the motorway. Safe and clear accesses conforming fully to national standards are an essential part of any MSA development bearing in mind that motorists will be accustomed to motorway driving conditions. It will be particularly important to avoid the risk of congestion or interference with the free flow of traffic on the main carriageway. Locations will require to take account of satisfactory weaving distances in relation to existing or proposed motorway junctions. MSAs should not be used as routes from the motorway through to other nearby developments or act in any way as junctions between the motorway and the all purpose road network. At sites accessed directly from the motorway any rear access roads connecting to the local road network will require to be restricted to staff, deliveries and the emergency services.

F9. In addition to the requirements under Service Area Definition, a **Service Area on a non-restricted trunk road** should meet the following minimum requirements:

- These facilities should all be available every day of the year for 16 hours a day on the core network trunk roads and 12 hours a day on other strategic routes.
- On trunk roads agreed with the Scottish Executive as being essentially tourist routes these opening hours will apply from 1 March to 31 October but not necessarily in other months with the exception of routes accessing winter sports areas.
- The siting of the service area should not result in increased traffic problems which would exacerbate existing urban congestion or be to the detriment of safety or the environment;

- Siting should minimise the need to make detours off the trunk road;
- Full account should be taken of land use policies and of urban conservation interests as set out in Local Plans;
- Parking areas provided for other reasons e.g. park and ride or major traffic generators, may be thought suitable for incorporation of service facilities, but unless well designed it may be confusing to the long distance driver to mix with local traffic in this way;
- Normal traffic management principles for access, visibility, manoeuvrability on site, proximity to other junctions, etc., should be met;
- Design and layout should respect the character and nature of the surrounding urban fabric.

F10. Core Network - Dual Carriageway:

- As set out for motorway service areas above;
- Any direct access by slip roads off the trunk road should be away from a side road connection, junction or roundabout to permit adequate sightlines and weaving distances;
- The access must be separate from any break in the central reservation to avoid encouraging traffic to cross the road.

F11. Core Network - Single Carriageway or Non-Core Network:

- Access should not infringe existing overtaking provision;
- A driver's view of direction signs at a junction should not be impeded by service access or signs;
- Visibility in either direction from the accesses must be adequate on the trunk road;
- Preferably the site should form one of a pair on both sides of the road with the near-side one seen first by approaching traffic.

Operating Arrangements:

F12. The Scottish Ministers will be advised to agree access to the motorway or other trunk road in the following circumstances :

- Where all the services are to be provided and made available as set out in the **service area** definition (it is appreciated that hours of opening cannot be enforced under planning powers but “Services” signs will not be allowed on the trunk road unless this requirement is complied with);
- Where the site is sufficiently large to deal with its customers clear of the road and, where reasonably practicable, is designed for one-way working through the service area with fuel pumps sited as near the exit as possible to ensure that waiting vehicles will not stand on the carriageway.

F13. The Scottish Ministers are prepared to install, at developers' expense, ‘Services’ signs giving advance warning of service areas. They will however retain their discretion to remove such signs should, in their opinion, any aspect of the operation of a service area be detrimental to the free flow of traffic or to safety on the road network or should the minimum requirements to qualify as a service area not be maintained. Details of these signs have to be agreed with the Scottish Executive.

F14. The Scottish Executive believes that an element of competition on site, between different caterers, for example, will lead to improved standards to the benefit of the travelling public. Where traffic volumes do not support competition within a site, an operator may still wish to consider using the resources of the local community in the catering and retail outlets to help in promoting the local economy.

F15. Planning authorities, in defining opportunities for service areas and other facilities on trunk roads, should take into account the provisions of Scottish Office Circulars and SPP's. Where appropriate Scottish Natural Heritage and Historic Scotland should be consulted in this process. If the development has potential implications for water quality e.g. potential run-off from parking areas, The Scottish Environment Protection Agency should also be consulted.

F16. At a strategic level development plans should:

- Indicate where on the motorway and other trunk road network there are opportunities for service areas.
- Indicate which lengths of the trunk road network are constrained by environmental and other considerations.
- Indicate where there is a need for other facilities short of service area provision; and
- Set out strategies for enhancing and promoting the facilities in wayside and bypassed settlements to contribute to meeting the needs of travellers.

F17. At a local level development plans should:

- Identify specific sites for new or improved facilities in accordance with the strategic framework; and
- Set out design guidance and operational criteria.

- TO BE UPDATED -

MAP: TRUNK ROAD NETWORK

