

Land Use Planning & Public Transport

A Developer's Guide

SYPTe's step by step guide to designing and developing sustainable sites that support public transport use



EXECUTIVE



Foreword

South Yorkshire Passenger Transport Executive (SYPTe) is the driving force behind the development of public transport in South Yorkshire. We are accountable to the South Yorkshire Integrated Transport Authority (SYITA) southyorks.gov.uk which is made up of nominated elected members from the local authorities of Barnsley, Doncaster, Rotherham and Sheffield. Working in partnership with key stakeholders – including developers, we work to deliver the objectives of the Sheffield City Region Transport Strategy. This forms the overarching strategy for our third Local Transport Plan.



We are responsible for all the public transport infrastructure (including stops, shelters, Park & Ride and interchanges) in the county. Through our tendered services budget and through our work with operators, we ensure that South Yorkshire is well served by public transport. SYPTe also administers the South Yorkshire concessionary travel scheme and provides multi-modal ticketing options in South Yorkshire. We provide comprehensive public transport information through a wide range of media (including timetable leaflets, at stop information, website information and Traveline).

The activities of SYPTe and the ITA span all modes and combine to deliver an efficient and accessible transport network. We recognise that if the Sheffield City Region is to achieve its goals and remain a globally competitive economy then the transport network must be capable of supporting existing and future activities. Working with developers from the early stages of development plans is key to integrating transport and land use planning. We look forward to your feedback.

Regards

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Introduction

What is the Developer Guide?

The purpose of this Guide is to;

- Support developers in designing and developing a sustainable site
- Highlight the public transport interventions and incentives that are available (and may be conditioned through the planning process)
- Highlight how South Yorkshire Passenger Transport Executive (SYPTe) supports developers from pre-application through to planning approval

By following this guide, developers can reduce the number of potential alterations to an application, which can often cause costly and lengthy delays.

What is SYPTe's role in the planning process?

SYPTe plays a key role in helping the South Yorkshire Districts shape their forward plans (including Local Development Frameworks and other strategic plans).

We also work with developers and the South Yorkshire Local Planning Authorities (LPAs), to help maximise the public transport accessibility of development proposals. This involves advising developers on the preparation of their application and liaising with public transport operators, before making our recommendation to the Case Officer on the necessary planning obligations.

What makes a sustainable development?

Sustainability is defined in the Sheffield City Region Transport Strategy as "when our towns, communities and transport system can work in a stable way for many years, without causing pollution or other damage". To prevent dependency on the private car, it is important that attractive public transport as well as walking and cycling links are in place, supported by incentives to use them.



Forward Planning

Why is the location of my development important?

The location of new developments can have a large impact on the travel patterns of the people who use them and the closer a new development is to the existing public transport network, the greater the number of travel options that are available.

SYPTE therefore works with the Districts on their LDFs to shape the site allocation process, influencing the location, style and type of development in a particular location.

What is a sustainable location?

SYPTE considers a sustainable location as one which is served by a stable transport system, made up of travel options that cause less congestion and pollution.

We assess accessibility to public transport using maximum walk distances recommended by the Institution of Highways and Transportation¹ ; 400m to a bus stop² and 800m to tram and train services. Where a new development is in exceedance of these 'acceptable distances', SYPTE may request additional mitigation.

On behalf of the South Yorkshire Districts, SYPTE undertake a recognised and consistent process of scoring future development sites based upon their accessibility and proximity to the core public transport network (see fig.1) This assessment and prioritisation process is known as LUTI (Land Use and Transport Integration). LUTI uses a red, amber, green scoring system to classify sites and indicate where intervention may be required.

¹ Guidelines for Providing Journeys on Foot, Institution of Highways and Transportation (2000)

² SYPTE measures bus accessibility based only on the core network (corridors served by 6 or more buses per hour)

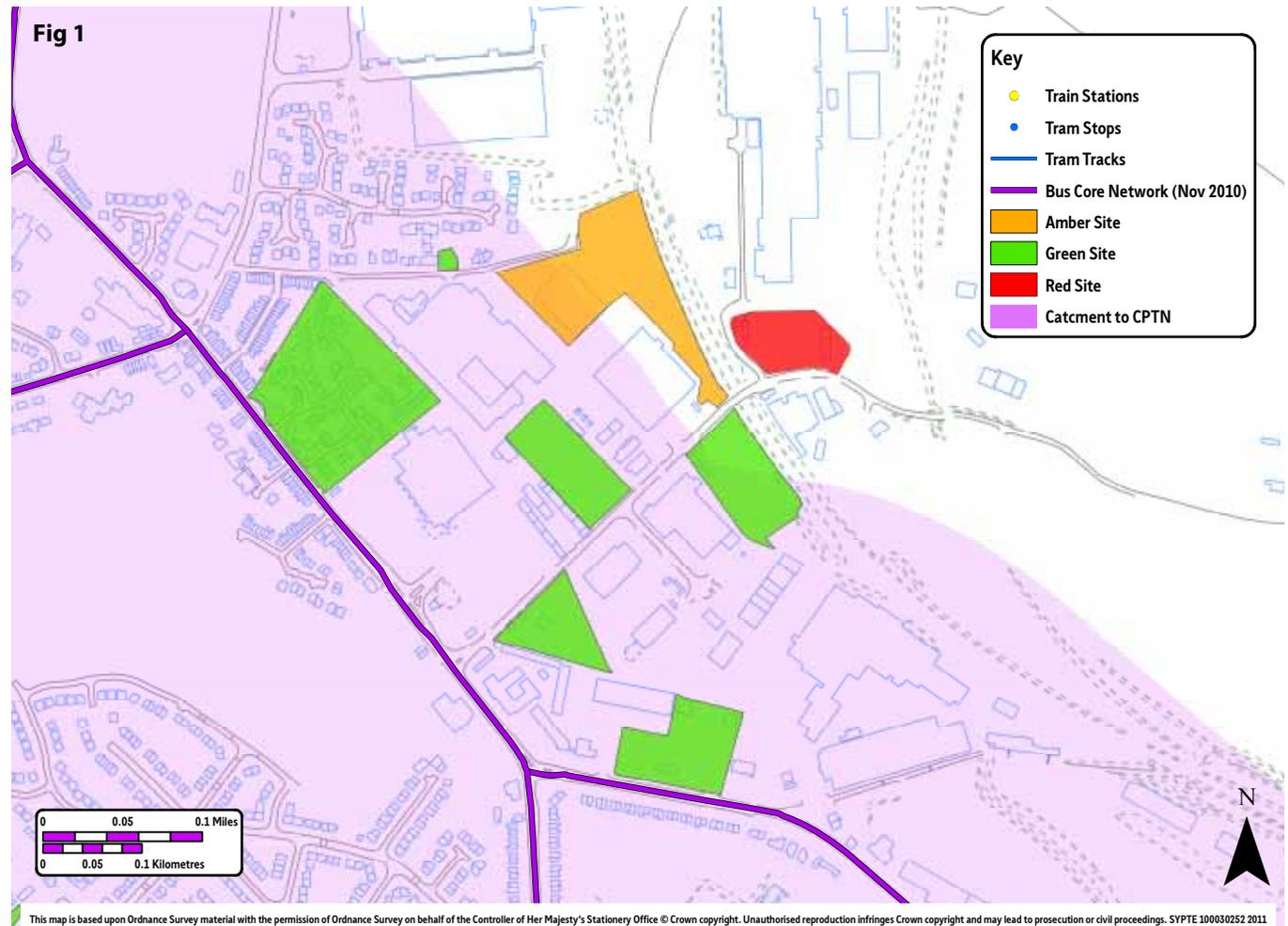
Green sites: are within an acceptable distance of the core network. High density development is favoured in these locations due to the enhanced opportunities for sustainable travel.

Amber sites: are located partly within the acceptable distance however, intervention may be required to secure attractive public transport services for the entirety of the site.

Red sites: fall outside the acceptable walking distance and are likely to require intervention to unlock development.

What happens if my site is in an unsustainable location?

SYLTE works with the local districts to consider public transport accessibility at the forward planning stage. However, we recognise that in some instances applications will be received in inaccessible sites. In order to progress such sites, a package of mitigating interventions and incentives will be developed in partnership and sought through the planning process.





Designing for sustainability

What does SYPTE look for in a new development?

It is essential that all new developments are served by attractive and accessible public transport and that measures are in place to encourage its use. It should not be assumed that the public transport network will automatically respond to cater for a new development. SYPTE undertake detailed site analysis to establish the public transport requirements, which vary depending on the type of site. As discussed later, the site's internal road layout and supporting infrastructure should be designed to facilitate safe and efficient public transport operations.

Bus Services

If a proposed development does not benefit from a nearby service with an attractive frequency and sufficient capacity, SYPTE may request a financial contribution towards improving bus provision to the site. A number of solutions will be considered based on how the site interacts with the existing network. The following measures will be secured through the planning process as necessary;

Service Diversion - If a nearby service could be feasibly diverted to serve the site, this may prove to be the most cost effective accessibility solution. As the majority of bus services are provided on a commercial basis, the application of this option is dependent on the operator's appetite to re-timetable and must not have an undue detrimental impact on existing users. In some cases this will require funding to support the operation of additional vehicles. Clear agreements should be made between the developer, SYPTE, the LPA and the public transport operator to ensure funding delivers the required specification.

New Service - If diverting nearby services would not deliver the required service levels, funding for a bespoke service will be requested. The service and associated timetable would be designed in partnership with the developer based on the requirements of the development and the developer's trip forecasts.

Service Enhancement - In some instances, funding for service enhancements will be requested, where a development is built close to an existing service; but the frequency, hours of operation or capacity are inadequate for the expected trip generation created by the development.

Any new services, diversions or enhancements should be funded by the developer until they become commercially sustainable. This 'pump-priming' typically takes five years, however this period will vary depending on the nature of the site.



SYLTE have statutory powers to procure bus services through the competitive tendering process. By tendering a bus service (or service enhancements), SYLTE can ensure that it remains integrated with the public transport network, aligns with current ticketing schemes, and has a better chance of becoming commercially viable. We can also ensure that the most appropriate revenue arrangements are in place. As such, procurement of any of the above solutions should be facilitated by SYLTE.

Site Design, Layout and Physical Accessibility

The layout of a site is influential in shaping peoples travel choices. To encourage public transport use;

- Site entrances/exits should be placed next to public transport access points
- Accessible, attractive, direct and safe walk routes should link the site to the stops
- Within the site, high density buildings should be placed closest to public transport access points

The DfT Manual for Streets³ provides guidance on the required highway dimensions to safely accommodate public transport vehicles. The South Yorkshire Residential Design Guide⁴ also contains information on how to incorporate public transport into residential schemes. Both documents should be consulted when designing a site which will be used by public transport.

Where possible, bus and car routes should be segregated to avoid pedestrian/vehicle conflict and to limit the time penalties incurred by bus services. Where buses are expected to manoeuvre within a site, there must be sufficient room for buses to turn without having to reverse. Autotracking of the route should be undertaken by the developer to demonstrate that these movements are possible.

The developer should consult the LPA regarding linking their development to the strategic walking and cycle network.

³[dft.gov.uk/pgr/sustainable/manforstreets](https://www.dft.gov.uk/pgr/sustainable/manforstreets)

⁴[sheffield.gov.uk/roads/about/transport-and-highways/development-and-adoption/design-guide](https://www.sheffield.gov.uk/roads/about/transport-and-highways/development-and-adoption/design-guide)



Impact on the Network

A new development should not have an adverse impact on existing or future public transport operations or its associated infrastructure. Where adverse impacts on the network are expected (such as increased traffic or demands on SYPT infrastructure) mitigation measures will be requested.

The developer should demonstrate the impact their development is likely to have on the transport network through the use of modelling and present these results in a Transport Assessment. The number of trips that are estimated should inform the solutions proposed and will be used to subsequently monitor the effectiveness of a site Travel Plan (discussed later).

Car Parking

One of the ways that sustainable travel can be encouraged through design is by restricting the amount of car parking that is available. Each of the districts hold guidelines for the maximum car parking provision that is acceptable, associated with various types of development and these should not be exceeded. Car parking in urban centres should be restricted to short stay to encourage sustainable travel. Parking spaces for car share scheme members should be placed in a favourable position (i.e. next to the main entrance) to promote car sharing. Also to encourage the uptake of low emission vehicles, the inclusion of charging points within car parking areas should be considered.



Bus Shelters and Cycle Racks

The provision of bus shelters creates an attractive waiting environment that is protected from the elements and is particularly important in exposed locations. SYPTE will identify the infrastructure which is best suited to the proposed location, subject to a site visit with the local Highways Authority and consultation with any adjoining properties. In terminating locations, the stop may require bus waiting facilities such as a bus layby. These requirements will be determined following the site assessment and in liaison with bus operators.

The developer is responsible for paying for any shelter works that are necessitated by their development and their ongoing maintenance. As prices vary, a cost estimate will be produced prior to delivery for the developer's consideration.

In some instances, the installation of Real Time Information (RTI) displays (discussed later) will be requested within a new or existing bus shelter to further enhance the public transport offer.

The provision of cycle racks allows people to adopt sustainable travel habits. SYPTE recommends that where provided, cycle racks should be covered, secure and located in a prominent position.

Tram and Train

SYPTE encourages development close to the existing rail and tram network. Where a development is proposed close to these links the developer will be required to provide attractive, direct, safe walkways to secure access. Furthermore, improvements to the station or tram stop may be required.

Where the proposed development interacts with existing rail or tram infrastructure SYPTE should be approached to ensure the infrastructure is suitably protected.

During construction the developer should comply with the relevant Code of Practice⁵ to ensure safe and efficient public transport operations can continue.

⁵networkrail.co.uk , supertram.com



Encouraging Sustainable Travel

How can I encourage sustainable travel to and from my development?

As well as designing sustainable travel measures into a site, complementary measures are required to maximise the uptake of sustainable travel.

Travel Plans

A Travel Plan is a clear action plan detailing a programme of initiatives aimed at promoting sustainable travel options. Financial commitment should be set out in the Travel Plan to ensure all of the measures can be delivered and that adequate resources are allocated to achieve the modal split targets.

Travel Plans should be submitted alongside all significant applications and must set challenging modal split targets to reduce car dependency. The plan should also highlight what further measures will be triggered should the targets not be achieved. The delivery of these measures could be safeguarded through a target-triggered bond.

The DfT have produced guidance⁶ which identifies best practice for the preparation of Travel Plans to suit various types of development.

Real Time Information (RTI)

RTI reduces perceived waiting times as it removes uncertainty and allows passengers to arrive at the stop closer to the departure time. RTI comes in various forms including;

- Electronic shelter displays
- Displayed on screens in communal areas of the development
- SYPTE Text message ('YourNextBus') and website service

SYPTE encourages developers to promote the text and web based services through its Travel Plan and in certain cases will request provision of RTI units within a development (either at stop or in communal areas of the buildings). Where provided at the stop, the RTI infrastructure is installed and maintained by a third party at the developer's expense. Where a display screen is requested in a communal area, the developer is responsible for providing and maintaining a screen⁷ with an internet connection. SYPTE create a bespoke webpage displaying live public transport information relating to the site.

⁶dft.gov.uk/pgr/sustainable/travelplans

⁷The screen size and type is to be approved by SYPTE. We recommend a 42" as a guide



Ticketing Incentives

A TravelMaster ticket is a pre-paid public transport season ticket that entitles the holder to travel on buses, trains and trams across South Yorkshire. This key incentive plays an important role in achieving modal split targets by removing the potential cost barrier associated with public transport as well as stimulating a behavioural change. These tickets, which are valid for use by all new households for one year are often sought through the planning process. TravelMaster tickets are available to developers at a substantial discount when purchased from SYPTE for the whole of a residential site. The primary benefits of the provision of TravelMaster tickets are summarised in the table opposite.

In some instances it may be deemed appropriate for the developer to provide other ticketing incentives (particularly in non-residential developments). This could include the issue of a range of other TravelMaster or operator tickets with the same ultimate goal of promoting sustainable travel.

Benefits to Developer

- Considerable discount
- Help achieve modal split targets
- Fewer parking spaces required
- Helps secure long term sustainability of supported bus services
- Marketing opportunity
- Demonstrates corporate commitment to sustainable travel

Benefits to Site Resident

- Free travel for one year
- Product is multi-modal
- Valid at all times of the day
- Accepted by all local operators
- Valid across South Yorkshire
- Can be used by any household member
- Resident eligible for future discounts



Personal Journey Plans

Personal Journey Plans (PJPs) are bespoke information products, tailored to the specific transport needs of an individual. A PJP includes step by step journey information which can help to build the confidence of a first time public transport user.

The provision of PJPs should be considered as part of a site Travel Plan. PJPs are included as part of the issue of the developer TravelMaster pack but can also be bought separately.

Travel Advice Roadshows

The Travel Advice team at SYPTE work with businesses and schools to provide individual travel advice and training through one-to-one meetings. Roadshows can be scheduled in large organisations, where employees can 'drop in' and discuss travel to work and any other public transport issues. These sessions can help meet the modal split targets of a Travel Plan by providing answers to issues that may be preventing employees from utilising public transport.



Contacts

Who should I contact at SYPTE?

Where pre-application advice is sought, please call the SYPTE Planning Team on 0114 2211 338. This approach is encouraged to ensure sustainable travel is considered from the outset of an application.

An SYPTE Planning Officer will make recommendations to the case officer dealing with your application. This person will be your key contact within SYPTE and should be contacted for all related discussions.

Further Information

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