

Transport Planning Guide for Local Communities



Guide prepared by Cambridgeshire ACRE on behalf of the Hereward Community Rail Partnership and Fenland District Council using funding from the CrossCountry Trains Customer & Community Engagement Fund.

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Introduction

Why has this guide been produced?

Getting around to work, shop, do other activities and carry out our everyday lives can sometimes be a challenge, particularly in more rural communities.

Good transport planning can have a positive impact on our daily lives, helping to improve our health, our local areas and our overall quality of life.

Transport planning can be complex, so it is important that the issues involved are understood by town and parish councils and communities so that they can give input to and influence the transport systems provided at a local level.

There is huge pressure on local authorities to deliver growth, with more new homes being required than ever before, but it is important that any development is sustainable and considers how people will move successfully from one place to another.

Who is this guide aimed at?

This guide is aimed at local (parish and town) councillors and community members who are interested in transport planning issues. The examples used within this document specifically reference Fenland. However, the advice and principles within the document are equally applicable to other places across the country.

Who commissioned this guide?

The guide was commissioned through the Hereward Community Rail Partnership, a partnership of local councils, train operators, railway user groups, station adoption groups and local residents who look after the Hereward Line in Fenland, Cambridgeshire. The partnership is keen to promote greater usage of the railway network and other means of sustainable transport.

How is the guide set out?

The guide is split in four parts:

- **Part 1: Understanding transport planning and the role of local councils** gives guidance on what's involved in transport planning, highlights the key challenges facing communities and looks at the role of local councils in transport planning.
- **Part 2: Establishing local transport issues** provides information on how to understand the transport issues your local community is facing.
- **Part 3: Identifying local solutions** looks at what can be done locally to address transport issues including addressing transport matters through planning policy using a neighbourhood plan; working with local transport providers to tackle gaps in provision; and helping to address very specific unmet needs for particular user groups.
- **Part 4: Appendices** provides reference information on transport policy and objectives, sets out key principles for successful transport planning, lists useful resources; and offers sources of advice and support.



Part 1: Understanding transport planning and the role of local councils



Section 1: What does transport planning involve?

Transport planners acknowledge that our quality of life very much depends on us having good transport and easy access to jobs, shopping, leisure facilities and services. Safe, efficient and integrated transport systems are vital to support a strong and thriving economy.

However, we now know that the way we travel and the continued growth in road traffic is potentially damaging to our village and towns, harming the countryside, causing health issues and contributing to global warming. So increasingly, people want a choice as to how they travel.

This means that transport must be planned properly with the right involvement from national Government level right down to the local level. It is entirely right that local communities should get involved in and influence transport planning by engaging with their local councils and participating in relevant consultations. More information on policy and delivery responsibilities can be found in [Appendix 1](#). Transport projects vary in scale from major road building schemes, junction improvements, new railway stations through to local cycle schemes and upgrades to walking networks. The important thing for all these projects is to ensure that they are planned properly and link into the wider overall objectives of helping people and goods to connect better to where they need to go.

Sustainable transport measures include investing in walking and cycling, bus and rail infrastructure to enable more journeys to be made without a car. There are also various other measures that can be implemented to encourage sustainable transport such as reduced car parking, lift sharing schemes, car clubs and flexible working patterns to name but a few. Local councils can play an important role by encouraging their communities to use sustainable forms of travel where feasible to do so.

The National Association of Local Councils has published a booklet called 'The Good Councillor's guide to transport planning' which includes a list of key principles that should be observed by anyone involved in integrated land use and transport planning. These have been reproduced in [Appendix 2](#) for ease of reference.



Section 2: Key transport challenges affecting communities

Why should local councils and their communities get involved in transport planning?

By looking at some of the key transport challenges that affect our communities we can begin to understand why local involvement is so important:

- **Placemaking**
In its simplest terms, placemaking is the process of creating quality places that people want to live, work, play, and learn in. There is a need for future transport planning to embrace placemaking principles to ensure that a good balance is achieved through ensuring the successful movement of goods and people to destinations they need to go but not at the expense of quality of place for people to live within.
- **Congestion and the efficient movement of people**
As a predominantly rural area, Fenland is not impacted to the same extent by the congestion that is a feature of the major cities like Cambridge and Peterborough. But it is an increasing feature in our market towns, where historic development has led to car dependency. Congestion is not only unpleasant for those who are caught up in it, potentially impacting negatively on their health, but also increasingly affects economic productivity as people cannot move efficiently around an area's transport network.
- **Air quality and the environment**
High car ownership (particularly in rural areas) and increased congestion (particularly in market towns) means that many areas are facing worsening air quality, which leads to a range of adverse health and other environmental impacts. Through transport planning we must ensure that existing congestion is addressed through the better inter-relationship of services and people as well as ensuring we promote more environmentally friendly modes of travel. Where new development is planned, we must ensure that it will not exacerbate these issues.
- **Connecting communities**
There remains a need to ensure that people, wherever they live, have the ability to access vital services (shops, education facilities and health care providers) in a sustainable way as part of an approach to reduce car dependency, reduce costs for many, provide choice and support active lifestyles for all ages.
- **Meeting growth pressures**
Local authorities are under pressure to deliver more housing and other forms of development. In more urban areas, options for growth can be limited due to lack of land availability. As a result, there is pressure for areas to consider urban extensions to existing settlements. Careful consideration is needed to ensure these are truly sustainable and are able to successfully connect and integrate with existing transport networks.
- **Changes to the way we live our lives**
The way we live and work is changing due to the fast pace of technological advancements and the demands of people to be connected around the clock. The COVID-19 pandemic made many people reconsider their work-life balance, particularly the burden of commuting. These changes mean we must consider how our transport networks meet demand. The changing nature of the demographic make-up

of communities, such as the increased number of older people living in rural communities, should also be considered if we are to prevent such things as isolation as a result of lack of transport.

- **Hidden unmet transport needs**

Many transport needs go unmet purely because they are hidden. When journeys become too difficult to manage either due to lack of transport, accessibility issues or cost, people will simply give up trying to make them. This might include people trying to access work, people with disabilities who have specific access requirements, people needing healthcare or people trying to meet up with family and friends. As a result, they become less able to support themselves financially, may suffer from poorer health outcomes and may become socially isolated. This is why it is important that transport planning should include engaging with local communities and organisations, such as healthcare providers, and undertaking consultation to identify hidden needs. Due to their trusted and close relationship with their communities, local councils are ideally placed to assess unmet transport needs in their parish and then identify potential solutions.



Section 3: The role of local councils in supporting transport planning

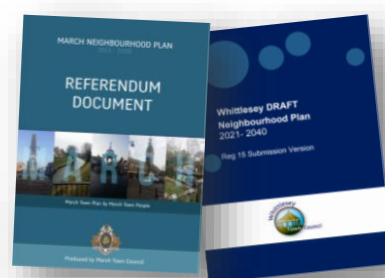
Local councils have a clear role to play in engaging in transport planning to ensure that the local transport system in their areas is as sustainable and effective as can be. Councillors are elected representatives of the local community and provide a recognised way for local residents to ensure their voices are heard.

Local transport plans and local plans

Principal authorities are regularly reviewing their Local Transport Plans (LTPs) and Local Plans through the required statutory processes. It is important that local councillors engage in these higher-tier plans as they are often influential in setting key development and transport planning strategies in their areas. Local councils can present evidence of local needs and issues. A further key part of this will be to see how principal authorities are progressing with implementing the policies and proposed transport schemes identified within the plan.

Neighbourhood planning

Neighbourhood planning gives communities the power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. A Neighbourhood Plan is jointly developed by the local council and the local community and (once adopted) sits alongside the Local Plan prepared by the local planning authority. Decisions on planning applications are made using both the Local Plan and the Neighbourhood Plan, and any other material considerations.



A Neighbourhood Plan for an area can cover a wide range of land use and strategic policies as well as master planning and other initiatives. Transport should be a key component in a Neighbourhood Plan thereby ensuring that a local vision for transport planning is set out and then, through the formal process, becomes part of the adopted local authority development plan.

Undertaking local analysis to support the local planning of their areas can help communities better understand the transport issues in their areas that need to be resolved when working with the various delivery agencies at other tiers of government as well as private sector partners.

Once localised evidence has been collected, local councillors can work with their communities to develop preferred strategies for improving connectivity within, to and from their areas and ensure they are an integral part of their community's Neighbourhood Plan.

More information on including relevant transport matters in your Neighbourhood Plan can be found in [Part 3 Identifying local solutions](#).

If a local council has considered undertaking a Neighbourhood Plan and ultimately decided that it is not the right route for their community then they may decide to develop a standalone local transport strategy instead. The strategy should still be developed in consultation with the local community to ensure a wide range of views are taken on board.

Communication and leadership

As a member of the community with an electoral mandate, a councillor can act as an authoritative conduit between local views and delivery agencies responsible for transport planning and transport operations. Local councillors have the standing to develop strong relationships with local planning and highway authorities, developers, service providers and interested members of the local community.

It is also crucial to find out what your local community want to resolve or develop in terms of transport. This will require local councillors as part of their role to engage actively with their communities and develop a shared understanding of what they want their local transport network to look like, and how any new development integrates with it.

Part 2 Establishing local transport issues looks at how hidden transport needs and gaps in provision can be identified and **Part 3 Identifying local solutions** looks at what can be done locally to address the identified issues.

Influencing funding from developments

Some developments can deliver transport improvements through planning obligations. Planning obligations are legal obligations entered into to mitigate the impacts of a development proposal. Planning obligations come in the form of contributions secured through a 'section 106' agreement and through the Community Infrastructure Levy (CIL). You can read more about planning obligations in Fenland through the Supplementary Planning Document 'Developer Contributions'¹.



Figure 1 - S106 Developer Funding - Service 68 (2016)

To secure a section 106 contribution towards local transport infrastructure, it is important for there to be a local evidence base of the need for new transport projects. This links back to the advantages of local areas developing local transport strategies as part of their Neighbourhood Plan to help evidence what is required to support any development in the future.

Where a local authority has introduced CIL, local councils are permitted to receive 15% (or where a Neighbourhood Plan has been adopted, 25%) of CIL collected in their areas from development. Depending on the amount of development in an area, CIL can help to generate funds to implement local transport measures such as new crossings, improved walking and cycling routes and sustainable transport infrastructure.

Note: CIL has currently only been introduced by East Cambridgeshire and Huntingdonshire District Councils. Fenland and South Cambridgeshire District Councils only use Section 106 agreements.

Championing sustainable travel behaviours

Local councillors, as important, accountable people within their communities, are well placed to champion sustainable travel behaviours within their communities. There are a range of local measures that can be promoted to increase the use of sustainable transport and help to change behaviours away from car dependency. These can include working with local schools

¹ Fenland District Council, Feb-2015 https://www.fenland.gov.uk/media/11473/Developer-Contributions-SPD/pdf/Developer_Contributions_SPD_Adopted_February_2015.pdf?m=637266843967170000

to develop school travel plans, setting up local car share schemes, working with local businesses to promote car clubs and walking and cycling initiatives. Some communities have also established community transport schemes which link into the wider public transport network, health facilities, shopping trips or for employment.

Once local needs are clearly identified, opportunities become more apparent as to how those needs can be met.



Part 2: Establishing local transport issues



Section 1: Understand your community and current transport provision

A good place to start local transport planning is to think about the type of place you live in and assess the current transport provision available to the community.

1. Think about the type of place you live in

It is a good idea to understand the demographic mix of your community, including data on population, age profile (e.g. proportions of retirees, commuters, professionals working from home) and car ownership. [Cambridgeshire Insight](#) is a shared research knowledge base for the Cambridgeshire and Peterborough area that provides an easy way to access information and research for deeper insights about your local area.

You should also review the Local Plan for your District to understand whether any future growth and development is planned for your community. You can find a link to the Fenland District Local Plan (as well as the plans for other Districts) in [Appendix 3 – Useful Resources](#).

2. Assess current transport provision

This can be completed as a desktop exercise by one or more people carrying out research to answer a number of basic questions:

- Does your community have a railway station?
- Is your community served by bus routes? Are there are sufficient bus stops with appropriate seats/shelters? Is real-time travel information currently provided?
- Is there any community transport provision, e.g. minibuses, dial-a-ride or a community car scheme? Are there any membership or eligibility criteria to be met before provision can be accessed?
- Are there private hire companies based in or working out of your community?
- What are the walking and cycling links like in your community? Are there gaps?
- How do people mostly travel to school, work or to access services?
- Are there any non-transport options available to your community, e.g. outreach services that visit your community on a regular basis?

Once you have the answers to these questions, you can summarise the information collected into a table. An example is provided in Table 1 on page 13. You will see that in addition to the basic information on the main types of transport (or non-transport) options available, notes have been added on the suitability of each option for a range of journey purposes/passenger requirements.



Table 1 - Main types of transport (or non-transport) options available

Transport Option	Description of Service	Individual or group travel?	Regular or one-off journey?	Fixed or flexible timetable?	Set route or variable?	Door to door service?	Membership required?
Rail	Regular train services connecting to the wider rail network	Both	Both	Fixed	Set route	No	No
Bus	Registered local bus services run by bus operators such as Stagecoach	Both	Both	Fixed*	Set route*	No	No
Section 22 Community Minibus	Registered Community Minibus service run using a Section 22 permit	Both	Regular	Fixed	Set route	No	No
Section 19 Community Transport (Dial-a-Ride)	Registered Community Transport run using a Section 19 permit	Both	Regular	Fixed	Set route	Yes	Possibly
Voluntary Car Scheme	A hire service provided by volunteers driving own vehicle	Both	Both	Flexible	Variable	Yes	Possibly
Taxi / Private Hire	A hire service provided by professional drivers using specially licensed vehicles	Both	Both	Flexible	Variable	Yes	No
Private Hire Minibus or Coach	Professionally licenced driver and vehicle hire for larger groups	Group	Both	Flexible	Variable	No	Possibly
Car share scheme	A formal scheme organising lift-sharing between individuals	Individual	Regular	Both	Both	Possibly	Yes
Walking and cycling routes	Footpaths or cycle path network connecting to key destinations	Both	Both	Flexible	Variable	Yes	No
Other / non-transport	Outreach facilities bringing services direct to users, removing the need to travel	Both	Both	Both	N/A	N/A	No
	Provision of flexible appointments based around transport availability	Both	Both	Both	N/A	N/A	No
	Technical solutions that allow users to access services (including employment) from home	Both	Both	Both	N/A	N/A	No

* Some areas operate demand responsive transport which is flexible and variable such as Arriva Click.

Section 2: Identify gaps in provision and unmet transport needs

The next step is to find out exactly what and where people in your community need (or want) to travel to, and the reasons why they can't easily at present.

You will need to identify:

- The people involved.
- The place(s) they need (or want) to get to.
- The problems that happen if they cannot get there.

Identifying these things will give you 'hard' evidence of need and demand, but to gather this you may need to do some in depth local research. For example, you may need to do some or all of the following:

- Circulate a local transport survey.
- Collect and analyse the results of the survey.
- Talk to the people who are experiencing the problem – either individually or at a special meeting or event.

Delivering surveys or consultations relating to transport

If you decide that you need to undertake a local transport survey in your community, then you need to consider the type of questions to ask and how best to set out your survey.

You need to ensure that any questions you ask will provide information that is directly relevant for your intended purpose. Responses that can be used to inform a transport plan or build evidence of transport need are the main objective for this activity.

Questions that are too generic such as "Would you like to see more local bus services provided?" are likely to be answered "yes" regardless of the respondents' individual needs.

Some examples of questions that are often effective are:

- Do you have your own transport?
- Which of the following is your major means of transport?
- How many cars do you have in your household?
- Do you have transport difficulties in accessing any facilities? If so, which ones?
- Do you use local bus services? Does the local bus service meet your needs?
- Does the town/parish need more bus shelters? If so, where?
- Is there a community transport service operating in your town/parish? If so, do you use it regularly? How could it be improved?
- How many times in a month/year do you find it necessary to use a taxi?
- Do you share private vehicles with other people?
- Would you be prepared to take part in a scheme to share private vehicles?
- Do you think the speed of traffic or congestion is a problem in the town/parish and, if so, why?
- Are facilities for pedestrians and cyclists in the town/parish adequate? If not, why not?
- Are you aware of where public footpaths are in the town/parish?
- Do you feel there are any additional footpaths needed within the town/parish?

Local councils are advised to personalise the survey for their own parish, by adding a logo, local contact details and arrangements for collection and return of survey forms. Good examples of questions to ask in parish transport surveys can be found in the *East Riding of Yorkshire Parish Transport Toolkit*² and in the *Parish, Town & Community Planning Resource Pack on Transport & Access* produced by the Getting Connected Partnership in Cornwall³.

How you go about distributing and collecting your survey will depend on the size and nature of your town/parish and its community. Options include door to door delivery, engagement at community events, online promotion and targeting local groups. You may also decide to host a focus group to bring local people together to discuss these issues with you in more detail.

Once your consultation is complete, it is good practice to write-up the results and make this available for people to review. For example, this can be done by publishing the results on your parish council website.

If you already know who the people are that are experiencing the problem and what the problem is, then a local survey or consultation exercise may not be necessary.



² East Riding of Yorkshire Council, 2015 <https://www.eastriding.gov.uk/living/rural-life/rural-services/rural-community-transport/>

³ Cornwall Rural Community Council on behalf of the Getting Connected Partnership, http://www.cornwallrcc.co.uk/downloads/crcc_gc003_transport_and_access.pdf

Part 3: Identifying local solutions



Section 1: Types of local solution

Once you have a good understanding of your community (what it's like now and what development it might see in the future), its current transport provision (including any gaps) and any unmet needs then you can consider what you can do locally to address the issues identified.

This guide suggests there are three main ways in which you might do this:

1. If your community is minded to undertake a Neighbourhood Plan then you might consider how transport considerations can be evidenced and policies put in place. This is covered in Section 2 of this Part of the guide.
2. If there are transport issues that are affecting a number of people in your community then you might consider working with local agencies and/or transport providers to see if these issues can be resolved. This is covered in Section 3 of this Part of the guide.
3. If there are unmet transport needs affecting small groups of community members then it is quite possible for a local council or community group to consider how these might be remedied at a local level. Section 4 of this Part of the guide advises on how to explore solutions to individual transport needs.



Section 2: Transport and Neighbourhood Planning

When to use: If your community is likely to see future growth and development then your community consultation might identify potential transport issues that could arise. Including suitable policies within a Neighbourhood Plan may be a way of ensuring these issues are addressed.

Some transport matters fall within the scope of planning policy, whilst others fall outside of it. It is therefore necessary to differentiate between planning and non-planning aspects of transport when formulating neighbourhood plan policies. Neighbourhood planning groups need to identify the transport issues that can be addressed by policies and those that will need to be addressed in different ways.

It should be noted that the Fenland Local Plan already requires that development proposals for one or more dwellings should be accompanied by a Transport Statement, or, if the proposal is likely to result in significant transport implications, by a Transport Assessment and Travel Plan. The coverage and detail of this should reflect the scale of development and the extent of the transport implications.



Figure 2 - New build affordable housing, Tydd St Giles

Planning applications can be important sources of information about transport in a local area.

Where a Transport Assessment is available this can include valuable data such as traffic movements and junction counts. It may give an assessment about the capacity of a roundabout or junction. This type of information can be valuable evidence to support the need for transport improvements. Copies of the transport information provided for each development can be found on the open access planning application website for each area. For Fenland this can be found at www.publicaccess.fenland.gov.uk/publicaccess/. This site can also be used to comment on current planning applications.

Transport and Material Planning Matters

Planning is concerned with the use and development of land. Transport issues need to be considered where they relate to proposals for changes of use and/or the physical development of sites.

Examples of transport considerations relevant to planning include:

- Ensuring new development has adequate parking and servicing provision. This could include car parking, cycle storage and delivery areas for commercial development.
- Making sure the layout of development allows for pedestrian convenience and safety.
- Ensuring development includes cycle paths.
- Creating easy pedestrian access to public transport facilities in terms of direct and convenient connections.
- Considering whether access arrangements to a site, existing or proposed, are adequate.

- Making sure that local transport capacity is adequate to serve development. This could include consideration of highway capacity, railway services, bus services and other modes of transport as well as ensuring new walking and cycling networks are linked to existing ones to avoid car reliance and make these methods of transport more appealing.

Plans can highlight localised traffic capacity and safety issues, or infrastructure deficiencies that would need to be addressed when considering development proposals. It would then be down to the local planning authority to assess development proposals submitted for planning permission and to decide whether it would be necessary to impose planning conditions or a Section 106 agreement in order to approve them.

Meeting the Basic Conditions

Neighbourhood plans are subject to an independent examination which checks that they meet the basic conditions set out in planning legislation. One of the basic conditions is helping to achieve sustainable development. Transport can have a huge impact on an area's capacity for growth and sustainability. Transport policies in a neighbourhood plan could be a means to achieving a balanced range of transport options and reducing over-reliance on cars. This is often easier in towns, where there are a wider range of public transport options. However, even in rural villages poorly served by public transport, policies can include practical requirements, such as secure cycle storage to be designed into every new house or business premises.

National planning policy on transport must be considered. Section 9 of the National Planning Policy Framework concerns 'Promoting sustainable transport' and paragraph 106 sets out requirements for planning policy. Those relevant to neighbourhood plans are the following:

- a) support an appropriate mix of uses across an area, and within larger scale sites, to minimise the number and length of journeys needed for employment, shopping, leisure, education and other activities;
- b) be prepared with the active involvement of local highways authorities, other transport infrastructure providers and operators and neighbouring councils, so that strategies and investments for supporting sustainable transport and development patterns are aligned;
- c) identify and protect, where there is robust evidence, sites and routes which could be critical in developing infrastructure to widen transport choice and realise opportunities for large scale development;
- d) provide for high quality walking and cycling networks and supporting facilities such as cycle parking (drawing on Local Cycling and Walking Infrastructure Plans).



Figure 3 - Manea Railway Station Cycle Parking

There is a need to be in general conformity with strategic local policies. Local plans will usually have specific sections and policies on transport, including a range of issues such as parking standards.

Traffic generation and pollution may be significant issues where there are environmentally sensitive built, historic or natural environments. The evidence base for transport policies would therefore include data relating to these issues, not just travel data.

Neighbourhood plan groups will therefore need to work closely with the local planning authority and the highways authority. These authorities, and other public transport providers,

will have data on local transport networks that will be useful to evidence why policies are needed.

Analysis of evidence and the outcomes of community and stakeholder engagement should highlight the issues in an area, which often includes transport-related matters. It is then important to identify which of these issues can be addressed by planning policies and which fall outside of the scope of planning (and must therefore be addressed in other ways).

Planning for Transport

Whilst new development can place additional pressures on the transport network for an area it can sometimes help make new services more viable. For example, new housing can help to make new or more frequent bus services viable. When making site allocations in a neighbourhood plan, issues like access, road safety, proximity of public transport facilities and the capacity of transport networks can be included in the selection criteria.

Transport should not just be about functional journeys, but also about recreation and opportunities for physical activities, such as walking and cycling. A neighbourhood plan may be a means to help deliver wider strategies and policies, for example on tourism, recreation, health and well-being. Transport options can have a big impact on social exclusion, especially for groups with less access to motor vehicles, such as the old and the young. Neighbourhood plans should consider the transport needs of all sections of the community. This can be challenging, especially in rural areas where there are limited public transport options. Any transport policies included in a neighbourhood plan need to have a clear rationale and be supported by robust evidence.

Some good examples of Neighbourhood Plans with transport planning matters included are provided below for reference.

From across England:



Chapel-en-le-Frith Neighbourhood Plan has a strong section on transport policy and strategy.



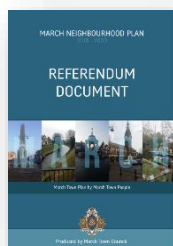
Shobnall Neighbourhood Plan has some clear transport planning policies.



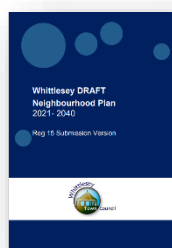
Ongar Neighbourhood Plan includes a clear rationale and evidence for including transport planning matters leading to Policy ONG-CT3: Transport and Movement.

Stoke Mandeville Parish Neighbourhood Plan has a whole section on roads and transport infrastructure.

And locally within Cambridgeshire:



March Neighbourhood Plan references transport planning.



Whittlesey Neighbourhood Plan (draft) references transport matters.



Parson Drove Neighbourhood Plan includes a policy around road and pedestrian safety.



Witchford Neighbourhood Plan includes policies on public rights of way, traffic and connectivity through sustainable and safe cycle and pedestrian routes.



Waterbeach Neighbourhood Plan has a series of interesting transport policies.



Section 3: Working with partners to resolve gaps in transport provision

When to use: Should your community consultation identify transport issues that fall outside of the scope of planning, then you can seek to work with partners to discuss how gaps in provision or unmet transport needs might be resolved.

Not all transport issues are suitable for resolution through setting new transport policies. Issues such as changes to traffic lights, restrictions, speed limits, signage, traffic circulation and crossing points are all issues that can be discussed locally with the Local Transport Authority. In Fenland this is the Cambridgeshire and Peterborough Combined Authority (CPCA).

Issues concerning rail services, bus services and community transport services should be picked up with the operators of those services in the first instance. In Fenland, it is recommended that communities seek support from groups and partnerships set up to support these operators too. For example, the Hereward Community Rail Partnership and the Fenland Transport and Access Group (TAG) can both provide support with relevant transport issues. [Appendix 4](#) provides comprehensive details of sources of local help and assistance with transport matters.



Figure 4: Whittlesea Platform Extension Consultation 2018



The railway industry is currently going through a period of transition following the publication of the Williams Shapps Rail Review in May 2021. This is expected to take a number of years to complete. Due to this transition, it is uncertain at present as to how railway services will be procured and regulated in the future. In Summer 2022, the Department for Transport is the regulatory body for railway services. Train Operating Companies work with government officials and stakeholders to

consider provision of existing and future services but it is the Department who determine railway service provision. Great British Railways is the new organisation being established as part of the Williams Shapps review. It is currently uncertain as to which organisation will determine railway service provision in the future. It is suggested that you check with railway industry staff at your local station or contact them through their website/social media for advice on the current position about who to contact.

Bus and community transport services are mostly commercial and/or not for profit and paid for by the customer. Bus, coach and some community transport services are licensed and regulated by the traffic commissioner. Local Transport Authorities are usually County Councils or Mayoral Authorities in England. They have powers to work with bus companies and community transport operators to financially support journeys or services which meet the needs of local communities that are not profitable.



Many services supporting rural communities operate in this matter. These services also have to be registered by the provider with the Traffic Commissioner. Local Transport Authorities also have powers for some community transport services.

It is worth noting when approaching any of the above organisations about new or amended services, that any discussions along with formal processes and procedures have long lead in times. This will need to be considered and factored into any project plan. It is also important to give realistic messages to the community about how long delivery of new services may take.



Section 4: Exploring solutions to individual transport needs

When to use: Should your community consultation identify small groups of people with particular, unmet transport needs then you may decide to see whether it would be possible to provide a solution for them.

If your community consultation reveals unmet transport needs for particular groups of people then it may be possible to identify potential solutions that your community could implement.

It is important to note that sometimes unmet transport needs are due to people being unaware of what transport is available to them. Provision of transport information and/or signposting is critically important and can often be the resolution. Fenland District Council has produced a Transport Directory⁴ for this very purpose. There are also [Getting from A to B: Case Studies](#) available on the Fenland District Council website which give examples of how a variety of journey types for people with complex needs could be made with public or community transport.

Once lack of knowledge about available transport has been eliminated as the root of the problem then it may be useful to work through a set methodology for assessing particular transport issues and identifying likely solutions.

This methodology involves:

- Stating the unmet transport need or gap you have identified (including any evidence to support this).
- Setting out the users' essential requirements.
- Analysing the potential transport options available to see which might provide a solution.
- Assessing the availability and cost of the possible transport solutions.
- Agreeing the best transport solution that you wish to pursue and implement.

On the pages that follow, worked scenarios have been provided to demonstrate how this methodology can be used to find the best solution to two particular unmet transport needs.



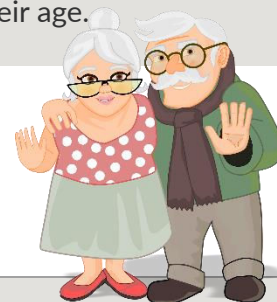
⁴ Currently being updated – a link will be included here when available.

Scenario 1:

An older couple needing access to a weekly market

The unmet transport need/gap identified

You are contacted by two elderly people living in a hamlet, two miles from your village, and seven miles from the nearest market town. They used to go shopping and meet friends once a week on market day, but the taxi fare for a return trip has become unaffordable. Their carer shops for them, but they have reasonable mobility for their age.



1. Set out the users' essential requirements

These are captured in Table 2 below.

Table 2: Essentials Requirements

Essential Requirement	Explain Why
A motorised mode of transport	The couple are elderly and, whilst reasonably mobile, cannot walk long distances.
A driver and vehicle with at least two available passenger seats.	Two passengers travelling together.
A service that costs less than the current taxi fare to town and back.	The residents have not been able to afford the taxi fare.
A service on one specific day per week (market day).	The residents can only meet up with their friends on that day.
A safe, regular and reliable service.	The residents are elderly and potentially vulnerable.

2. Analyse the potential transport options

Options from Table 1 suggest bus, minibus, voluntary car scheme, taxi or car share should be considered.

From previous analysis of current transport provision in the community, you know that the nearest bus service is two miles from their home, but after a discussion with the bus operator, it is clear that they cannot justify an extension of the route on a one day per week only basis.

This analysis means that we can exclude the following options:

- Registered bus service – not possible unless bus company agreed to a diversion, which is unlikely given the numbers involved.
- Other – walking/cycling not an option.

This leaves four possible transport solutions:

- Voluntary Car Scheme – volunteer driver in own car.
- A Section 19 Minibus – if one is available.
- A Shared Taxi or Public Hire Vehicle – organised with operator from the market town, but only viable if 3-6 more residents want to travel and share the cost.

- A Car Share solution – organised through a local scheme or informally with a local resident.

Now we need to examine these four options in the light of the essential requirements identified to determine the best and most feasible solution.

3. Assess the availability and cost of the possible transport solutions

By assessing the local availability and potential cost of the four possible solutions, you can decide which one best meets the needs of the people you are trying to help. You need to find the answers to some basic questions:

Option 1: Voluntary Car Scheme

- Is there a Voluntary Car Scheme operating in your area?
- If the answer is yes, can they provide a driver on a regular weekly basis?
- If they can, what will the journey cost?
- Are there any other things about this service that need to be considered?

Option 2: Section 19 Minibus (Dial-a-Ride)

- Is there a Dial-a-Ride type service operating in your area?
- If the answer is yes, can they provide a service on the day required?
- If they can, what will the journey cost?
- Are there any other things about this service that need to be considered?

Option 3: Taxi or Public Hire Vehicle (PHV)

- Where is your nearest local taxi/PHV operator based?
- Are they prepared to provide a shared taxi service on a regular weekly basis?
- If they are, what will the journey cost and are there any other residents who would want to use the service?
- Are there any other things about this service that need to be considered?

Option 4: Car Share Solution

- Are there any registered Liftshare members in your area? Check on: liftshare.com
- If they do, is a member prepared to offer the type of regular lift share your passengers require?
- If they can, what will the journey cost?
- If no lift share is available, can you find a volunteer in your village prepared to offer a regular lift?
- Are there any other things about this service that need to be considered?

You can capture the outcomes from your enquiries into a table as shown in Table 3. This highlights some of the other factors that you are likely to have to consider. While all options may be possible, these other factors may be critical when you or your residents come to make a final decision.

Table 3 – Assessment of identified transport options (note that indicative costs have been included for example purposes only)

Option	Operates in the area?	Available on regular basis?	Cost?	Any other considerations?
Voluntary Car Scheme	Yes	No	Variable (£0.50 per mile including 'dead' mileage for driver (covering the empty leg of the journey).	Service availability depends on volunteer availability. Volunteers are paid for all mileage they incur, so unless they live locally, this can increase the cost.
Section 19 Minibus (Dial-a-Ride)	Yes	Yes (if seats still available when ringing to book).	£8.00 return per person. Free to concessionary pass holders.	A Minibus door to door service runs in the area on market day. Concessionary bus passes are accepted.
Shared Taxi or Public Hire Vehicle	Yes	Cannot guarantee	£40 Return (for 6-8 seat vehicle)	Taxi and Public Hire Vehicle operators are based in the nearby market town. However only one has an 8-seat minibus and the return journey requirement clashes with a home to school contract. Even if return time was changed, at least another 3 regular passengers would be needed to make the fare offer reasonable.
Car Share	Yes	No -the nearest registered member is 15 miles away.	N/A	Car share members tend to be clustered in more urban areas and are often hard to find in rural locations. Journeys offered may also be unsuitable – e.g. offering a lift to and from work is common.
Car Share (Local Volunteer)	A local person from the nearby village is prepared to offer a lift when she is available.	No	£10.00 return (£0.45p per mile (Approved Mileage Payment, AMAP) on an informal basis). £5.00 each	The volunteer does not want to register as part of a formal car share scheme. In order to comply with tax and legal requirements she cannot ask for a contribution to her travel costs above the HMRC approved mileage rate. The arrangement is simply

				an informal lift-share commitment and depends on availability.
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4. Agree the best transport solution

In this scenario the two people you are trying to help will have the choice of three possible options based on existing services. These are:

- Book the Section 19 Dial-a-Ride Service. If they are Concessionary Pass holders, this is by far the easiest and cheapest option, although seat availability is limited and bookings cannot be guaranteed.
- Use the Voluntary Car Scheme. However volunteer availability could be limited and irregular.
- Rely on an informal lift from a local volunteer based in the nearby village. However this is likely to be irregular.

Outcome

You recommend booking the dial-a-ride service as the best option. This operates on market day and enquiries confirm that they already pick up a regular passenger near to the couple and have some spare seats available. They are able to offer the journey at an affordable cost. They also accept concessionary bus passes.



The other two options can also be used as a back-up if the dial-a-ride is fully booked.



Scenario 2:

Young people accessing the city centre at weekends

The unmet transport need/gap identified

You are informed as a group of parishes that young people in your rural area want to be able to travel to their nearest city centre at weekends. However it is impossible for them to do so using existing bus services, and you have no hard evidence of need or demand.

You establish a transport working group. The group designs and circulates a young people's transport survey, and commissions a further survey on board local school buses.



1. Evidence collected

The following evidence is collected via the surveys:

- 30 young people (aged 15 - 18) from five villages want to travel to and from their nearest city centre on a Saturday.
- The city centre has a cinema and many shopping and leisure facilities.
- A bus service operates to the nearest market town where rail links to the city are available, but the first bus to the railway station is at 11am and the last journey back to the villages is at 3pm. With onward connections this would allow only 45 minutes in the city centre.
- The cost of transport is a major issue for most of the young people.
- The young people are individuals from different communities – not a group.
- However they all attend the same school.

2. Set out the users' essential requirements

These are captured in Table 4 below.

Table 4 - Essential Requirements

Essential Requirement	Explain Why
A later return bus service from the market towns to the villages in which the young people live is needed.	Current return times are unsuitable.
Capacity to carry at least 16 passengers at the same time.	From the survey results 30 young people expressed interest, but most only wanted to travel once a fortnight or once a month.
An operational framework that is suitable for the carriage of individual passengers.	The young people are not part of a formal group. However all live in a geographically isolated area.
A low cost-service with an acceptable return fare.	The young people and their parents have limited resources for transport costs.

A regular service on Saturdays throughout the year.	The young people want to travel on a regular basis.
A service that can be developed with the bus operator who provides the current village/market town/city centre journeys.	In order to develop an affordable fare structure it will be necessary to negotiate with this bus operator.

3. Analyse the potential transport options

Looking at the options set out in Table 1, earlier in this document, we can begin to exclude those that are not viable for this scenario (i.e. a direct rail link) and some further ones by considering the essential requirements table:

- A Private Hire Minibus – this can only provide travel for groups, not individual passengers.
- A Car Share solution – parents are unwilling to organise to provide a later lift home from the local town on a regular basis on a Saturday. There are very few registered car share scheme members in remote rural areas.
- Other - the distance is too far to travel on foot and concerns over busy rural roads means cycling is also unsuitable.

This leaves three possible transport solutions:

- A Registered bus service – it may be possible to add an additional journey.
- A Section 19 Community Minibus (booked in advance).
- A Section 22 Community Bus service.

We now need to examine these three options in the light of the essential requirements identified to determine the best and most feasible solution.

4. Assess the availability and cost of the possible transport solutions

Again we need to find the answers to some basic questions:

- Is the local bus operator prepared to provide a later return journey on the basis of our evidence of demand?
- If they are how much will the journey cost?
- Will the local bus operator offer a discount for young people?
- Are there any other things about the service that need to be considered?
- Is there a Community Transport Project that could supply a Section 19 or 22 Community Bus service?
- If there is how much will the journey cost?
- Are there any other things about the service that need to be considered?

Table 5 answers these questions and collates the information to allow you to consider your options following these investigations.

Table 5 – Assessment of identified transport options (note that indicative costs have been included for example purposes only)

Option	Operates in the area?	Available on regular basis?	Cost?	Any other considerations?
Registered Bus Service	Yes, but at unsuitable times.	Only for the outward journey, no suitable return journey.	An under 16 return to the city centre would cost £8 and a 16-18 return £12 using the cheapest fare option available.	The bus operator is unwilling to take the risk of operating a later service from town to the villages. The local bus is financially supported by the council, who have no further funds to subsidise a later service. However the bus company is sympathetic to the issue and is prepared to look at fare discounts if a suitable alternative return option can be developed.
Section 19 Community Minibus service	Community Transport Operator based locally in the market town.	A regular service could be negotiated, but funding to subsidise it would be necessary.	£60 per day to provide a return service.	The young people would have to book in advance and become members of the Community Transport scheme. They could not just 'turn up and go'.
Section 22 Community Minibus service	Community Transport Operator based locally in the market town.	A Community Bus service could be provided and registered with the Traffic Commissioners, but funding to subsidise it would be necessary.	£60 per day to provide a registered and timetabled return service.	The young people could catch the bus without booking. The service would also be open to all members of the public to use. Its timetable could be combined with the local bus service to show overall journey options. However it would have to operate to the same rules as for commercial bus services.

5. Agree the best transport solution

It is clear that a new service will need to be put in place to resolve this unmet transport need.

We can start by considering the return journey requirement. The existing bus service can provide the inward journey to the market town and its railway station which gives a good connection via rail to the city centre.

To give the young people around five hours in the city, a return bus from the market town to their villages would need to leave at around 19:00 in order to allow sufficient time for the young people to travel on the 18:00 train from the city back to the market town.

To avoid the need for pre-booking, and to be able to construct an easy to read, integrated timetable, a Section 22 Community Bus seems the best option for providing this. It would cost around £3,000 per year to subsidise.

Funding would need to be sourced to enable the Community Transport Operator to provide a service, and negotiation needed to agree a cheaper, integrated fare option.

Outcome

Using the survey evidence gathered through this process, the local authority was able to secure \$106 funding to introduce a new service to resolve the transport problem in this scenario. Discussions with the local bus and community transport operators were undertaken to agree a discounted combined fare for young people to enable travel to and from the city centre on Saturdays using bus and rail.



The methodology used in these example scenarios can be used to identify potential solutions to any local transport issue.



Part 4: Appendices

Appendix 1: Policy and delivery responsibilities

Transport planning is delivered through a range of national and local policies and delivery organisations. These can be summarised as follows:

At a national level

Government sets out overarching transport objectives for the country through a range of policy documents and statutory instruments. The [Department for Transport \(DfT\)](#) is the main Government department responsible for delivering the transport system the country needs and works with a range of agencies such as National Highways (formerly Highways England) and Network Rail. The DfT is responsible for planning and investing in the transport infrastructure required in the UK.

The [Department for Levelling Up, Housing and Communities \(DLUHC\)](#) is responsible for administering the country's planning system and maintains the National Planning Policy Framework (NPPF). The NPPF sets out the Government's approach for how sustainable development will be achieved through the planning system.

At a sub-national level

There has traditionally been a tier below central government for strategic transport planning to take place across larger areas than local authority boundaries. Currently transport planning at the sub-national level is carried out by Sub National Transport Bodies (SNTBs) where established and/or Local Enterprise Partnerships (LEPs). Cambridgeshire falls within scope of the [England's Economic Heartland](#) regional transport body.

At principal authority level

Local transport policy and interaction with land use planning are set out in Local Transport Plans and Local Plans produced by principal authorities:

- **Local Transport Plans:** In Fenland, the Cambridgeshire and Peterborough Combined Authority (CPCA) has strategic transport powers and is the Local Transport Authority for the Cambridgeshire and Peterborough area. The Mayor sets the overall transport strategy which in Cambridgeshire and Peterborough is called the 'Local Transport and Connectivity Plan' (LTCP). Local Transport Plans should also directly inform land use as set out in Local Plans. Many LTPs include strong, clear statements supporting sustainable transport. They should contain clear spatial plans of proposed transport networks covering all modes. A link to the Cambridgeshire & Peterborough Local Transport and Connectivity Plan is provided in the Useful Links section.
- **Local Plans:** Local Plans are recognised in the NPPF as being at the heart of the planning system and integral to pulling together the various planning issues facing an area and setting the local planning strategy for delivering sustainable development. Delivering sustainable transport is a key part of any Local Plan process and policies often promote and support public transport, walking, cycling and high-quality public realm. Integrated transport networks linked to places and development should be explicit. In Cambridgeshire, Local Plans are produced at District Council level. Links to the Local Plans for each District in Cambridgeshire are provided in the Useful Links section.

Additionally, within Fenland District, a number of initiatives are underway to improve local transport networks. Some of these are District Council-led and some are led by Cambridgeshire County Council. They include:

- **Railway services and railway strategies**

Fenland has railway services at Manea, March and Whittlesea stations. Direct destinations include Birmingham New Street, Stansted Airport, Cambridge, Peterborough, Norwich, Liverpool and Ipswich. It is also easy to connect to services travelling to London stations. Work is underway to improve stations in Fenland and local services. This is supported by:

- **Hereward Community Rail Partnership:** A partnership of local councils, train operators, railway user groups, station adoption groups and local residents who look after the Hereward Line in Fenland, Cambridgeshire. The line runs from Ely to Peterborough and includes station stops at Manea, March and Whittlesea. The objective of the partnership is to promote local rail services and stations, make small improvements to local stations, enable local people to have their say about railways in their area and encourage greater use of the railway to travel both to and from the Fenland area. More information can be found at <https://herewardcrp.org/>
- **Fenland Rail Development Strategy:** The railway strategy was adopted in 2012 and is being delivered through the Fenland Transport and Access Group. The strategy has three overarching themes: More community involvement to enable local people to have greater involvement in their local railway; Better stations; and Service improvements. The strategy and its accompanying action plan is available to read at <https://www.fenland.gov.uk/article/14355/Fenland-Rail-Development-Strategy>
- **Railway Station Masterplans:** Masterplans have been created for each of Fenland's stations. These explain future improvements that are needed such as car parking, lighting, waiting shelters, longer platforms, information points and improved access. £9.5million of funding has been secured from CPCA to deliver these improvements. More information on the works being undertaken can be found at <https://www.fenland.gov.uk/article/15122/Railway-Station-Masterplans>

- **Fenland Transport Strategy**

This strategy replaces the Market Town Transport Strategies for Fenland to provide a transport policy framework for Cambridgeshire County Council as Highways Authority. The document supports the Local Plan and includes a list of potential transport improvement schemes eligible for a number of funding opportunities including developer funding.

- **Fenland Cycling, Walking and Mobility Improvement Strategy**

This strategy aims to improve cycling, walking and mobility access across the district. It sets out proposals to develop a core network of routes that can be improved in the short and medium term and built upon in the future.

To achieve this, key walking and cycling routes linking densely populated residential areas with safe, direct walking/cycling routes to places of education and employment

have been identified, along with routes to rail or bus stations for longer distance multimodal journeys. More information can be found at <https://www.fenland.gov.uk/article/15883/Fenland-Cycling-Walking-and-Mobility-Improvement-Strategy>

- **Wisbech Access Strategy**

The Wisbech Access Strategy is a package of individual transport schemes that aim to improve the transport network in Wisbech. As part of the Wisbech Access Strategy, these schemes have been tested to make sure that they are the best solutions to address the current problems on the transport network. They will also support future housing and job growth as set out in the Fenland Local Plan. You can read more about the Wisbech Access Strategy at <https://www.fenland.gov.uk/wisbechaccess>

- **March Area Transport Study**

This study has identified potential improvements to make travel easier in March. It has looked at existing traffic flow problems and has developed options to allow for future growth in the area in line with the Fenland Local Plan.

A package of schemes has been approved and is being progressed by Cambridgeshire County Council through funding from the Cambridgeshire and Peterborough Combined Authority. You can read more about the March Area Transport Study at <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-funding-bids-and-studies/march-transport-study>

- **Cambridgeshire County Council's Local Cycling and Walking Infrastructure Plan (LCWIP)**

The Cambridgeshire Local Cycling and Walking Infrastructure Plan (LCWIP) forms part of the Government's aim to make walking and cycling the natural choice for all short journeys or as part of a longer journey. The Department for Transport recommended that all local authorities should develop LCWIPs and have advised that those authorities with plans will be well placed to bid for future funding.

The Cambridgeshire LCWIP covers the whole County and focuses on each district to highlight priority routes for cycling using census data to identify where funding could have the greatest effect in terms of where people live and work. For walking it focuses on Cambridge City and the Market Towns to identify the main routes to school, local shops, employment and railway/bus stations.

Cambridgeshire County Council consulted upon this document in late 2021 and the consultation draft can be found at: <https://consultcambs.uk.engagementhq.com/cccl-local-cycling-and-walking-infrastructure-plan-consultation-2021>

- **Cambridgeshire County Council Transport Investment Plan**

The Transport Investment Plan (TIP) sets out the transport infrastructure, services and initiatives that are required to support the growth of Cambridgeshire.

The schemes included in the TIP are those that the County Council has identified for potential delivery to support growth. These range from strategic schemes identified through the County Council's transport strategies, to those required to facilitate the delivery of Local Plan development sites for which Section 106 contributions will be sought, through to detailed local interventions.

You can view the TIP Policy document at:

[https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-plans-and-policies/transport-investment-plan#:~:text=The%20Transport%20Investment%20Plan%20\(TIP,potential%20delivery%20to%20support%20growth](https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-plans-and-policies/transport-investment-plan#:~:text=The%20Transport%20Investment%20Plan%20(TIP,potential%20delivery%20to%20support%20growth)

At local council level

Local (town and parish) councils, whilst having no formal statutory transport planning duties, often are involved in a range of local transport-related issues that will benefit from understanding of key transport principles and the local issues in their areas. Local councils have an important role in ensuring that sustainable development is achieved through the planning process and transport is part of that.

The Neighbourhood Plans for March (made) and Whittlesey (draft) both make reference to transport planning matters.

Appendix 2: Key principles for successful transport planning

The following key principles are reproduced verbatim from 'The Good Councillor's guide to transport planning' produced by the National Association of Local Councils.

1. Ensure that land use decisions in statutory plans effectively manage the pattern of new development to direct growth to the most sustainable and connected parts of an area and minimise the need to travel.
2. Seek to accommodate housing and other development within existing urban areas where possible to maximise opportunities for the highest densities to be located in areas that are highly accessible by walking and cycling with close proximity to services.
3. Work with service providers to locate day to day facilities in local centres that are best served by walking and cycling or public transport.
4. Work with rural communities to develop local sustainable planning and transport strategies. This will include seeking to locate new development in the areas with the best services and connections. This will help to support and enhance transport provision across a network of sustainable smaller settlements as well as sustain local services.
5. Where urban extensions and other major new developments are planned, ensure that new connections to public transport and walking and cycling are designed in, secured and delivered as part of the development.
6. Safeguard infrastructure in areas that perform an important sustainable transport function or have potential to widen transport choices in the future.
7. Promote the adoption of local walking and cycling strategies as well as public transport networks.
8. Always plan to meet and consider the transport needs of disabled people, families and older people.
9. Develop local strategies that give priority to people over car-based traffic movement wherever practical.
10. Take a pragmatic approach to parking policies and charges to reduce the reliance on the private car and promote more sustainable forms of travel.
11. Embrace technology and the role it can play in promoting sustainable travel choices. Incorporation of open data on public transport and at other transport interchanges can promote the sustainable and efficient end to end journey of passengers.
12. Engage in a collaborative process with the relevant authorities and private sector operators to develop a long-term plan of action.

Local councillors should refer back to these principles when engaging with transport providers or considering local strategies in their areas.

Appendix 3: Useful resources

Department for Transport

<https://www.gov.uk/government/organisations/department-for-transport>

National Planning Policy Framework

<https://www.gov.uk/government/publications/national-planning-policy-framework--2>

National Design Guide by the Ministry of Housing, Communities & Local Government (now Department for Levelling Up, Communities and Housing)

<https://www.gov.uk/government/publications/national-design-guide>

Regional Transport Strategy for England's Economic Heartland

<https://www.englandseconomicheartland.com/our-work/our-strategy/#:~:text=England's%20Economic%20Heartland's%20'Transport%20Strategy,by%20as%20early%20as%202040.>

Cambridgeshire & Peterborough Local Transport and Connectivity Plan by the Cambridgeshire & Peterborough Combined Authority

<https://cambridgeshirepeterborough-ca.gov.uk/what-we-deliver/transport/local-transport-plan/>

Fenland District Council's adopted Local Plan

<https://www.fenland.gov.uk/core-strategy>

East Cambridgeshire District Council's adopted Local Plan

<https://www.eastcambs.gov.uk/local-development-framework/east-cambridgeshire-local-plan-2015>

Huntingdonshire District Council's adopted Local Plan

<https://www.huntingdonshire.gov.uk/planning/new-local-plan-to-2036/>

South Cambridgeshire District Council's adopted Local Plan

<https://www.scambs.gov.uk/planning/local-plan-and-neighbourhood-planning/the-adopted-development-plan/south-cambridgeshire-local-plan-2018/>

Peterborough City Council's adopted Local Plan

<https://www.peterborough.gov.uk/council/planning-and-development/planning-policies/local-development-plan>

Cambridge City Council's adopted Local Plan

<https://www.cambridge.gov.uk/local-plan-2018>

Better planning, better transport, better places by the Chartered Institution of Highways and Transportation (CIHT)

<https://www.ciht.org.uk/knowledge-resource-centre/resources/better-planning-better-transport-better-places/>

Planning for Walking by the Chartered Institution of Highways and Transportation (CIHT)

https://www.ciht.org.uk/media/4465/planning_for_walking_-_long_-_april_2015.pdf

Planning for Cycling by the Chartered Institution of Highways and Transportation (CIHT)

[https://www.ciht.org.uk/media/4461/ciht - planning for cycling proof v2 singles.pdf](https://www.ciht.org.uk/media/4461/ciht_-_planning_for_cycling_proof_v2_singles.pdf)

Buses in Urban Developments by the Chartered Institution of Highways and Transportation (CIHT)

[https://www.ciht.org.uk/media/4459/buses ua tp full version v5.pdf](https://www.ciht.org.uk/media/4459/buses_ua_tp_full_version_v5.pdf)

Transport for New Homes Charter

<https://www.transportfornewhomes.org.uk/wp-content/uploads/2019/02/tfnh-charter.pdf>

How to create a Neighbourhood Plan: Your step-by-step roadmap guide by Locality

<https://neighbourhoodplanning.org/toolkits-and-guidance/create-neighbourhood-plan-step-by-step-roadmap-guide/>

Appendix 4: Sources of local help and assistance

Cambridgeshire County Council	
Highways Authority	<p>CCC is the local authority responsible for roads, highways and public footpaths within Fenland. This includes maintenance of existing routes, strategy development and the provision of new or improved infrastructure.</p> <p>Web: https://www.cambridgeshire.gov.uk Email: Cambridgeshire County Council – ReportIt</p>
Fenland District Council	
Transport Team	<p>FDC's Transport Team is responsible for the day-to-day management of the Hereward Community Rail Partnership and the Fenland Transport and Access Group. Its role includes delivering minor projects, developing and supporting local transport strategy, guidance on transport matters and supporting local communities.</p> <p>Web: https://www.fenland.gov.uk/ Email: neighbourhoodstrategy@fenland.gov.uk</p>
Hereward Community Rail Partnership	<p>A partnership of local councils, train operators, railway user groups, station adoption groups and local residents who look after the Hereward Line in Fenland, Cambridgeshire. The line runs from Ely to Peterborough and includes station stops at Manea, March and Whittlesea. The objective of the partnership is to promote local rail services and stations, make small improvements to local stations, enable local people to have their say about railways in their area and encourage greater use of the railway to travel both to and from the Fenland area.</p> <p>Web: https://herewardcrp.org/ Email: herewardcarp@fenland.gov.uk</p>

Voluntary and Community Sector	
Cambridge Council for Voluntary Service	<p>An independent charity that helps, develop and support local charities in Cambridge City, Fenland and South Cambridgeshire</p> <p>Email: enquiries@cambridgecvs.org.uk Tel: 01223 464696</p>
Volunteer Centre Fenland	<p>Official local administrator for the national volunteering website Do it. Involved in the recruitment of volunteers; matching volunteers to organisations; and promoting volunteering both for the individual and the community.</p> <p>Contact: Erbie Murat Email: erbie.murat@fenlandvc.org.uk Tel: 07821 677835</p>
Cambridgeshire ACRE	<p>The leading provider of neighbourhood planning support in Cambridgeshire. Provides a bespoke, not-for-profit planning consultancy service by working closely with local planning authorities to ensure that clients receive quality support and advice with bring their Neighbourhood Plans to fruition.</p> <p>Web: https://www.cambsacre.org.uk/ Email: enquiries@cambsacre.org.uk Tel: 01353 860850</p>

Rail Operators and Services	
<u>CrossCountry</u> operates throughout the country with services to Aberdeen, Glasgow, Leeds, Manchester, Birmingham, Leicester, Oxford, Cardiff, Bristol, Bournemouth, Plymouth, Peterborough, March, Cambridge and Stansted Airport	<p>There are three railway stations in Fenland - Manea, March and Whittlesea. These form the central section of the Hereward Line which runs from Peterborough to Ely. Cross Country, East Midlands Railway and Greater Anglia operate services along the Hereward line. These companies are members of the Hereward Community Rail Partnership along with LNER who manage Peterborough Railway Station.</p> <p>Rail travel enables easy access and onward connections from the Hereward Line stations to the rest of the country.</p> <p>Journeys to London can be made from Fenland via Peterborough and Cambridge. These links present opportunities for travel south and even to Europe via Eurostar from St Pancras International station. Direct trains are available across East Anglia to places like Ipswich, Norwich and Stansted Airport. The latter enabling car free access to holidays across the world.</p>
<u>East Midlands Railway</u> mainly operates along the east of the country. Services include Liverpool, Manchester, Sheffield, Derby, Nottingham, Peterborough, Ely, Norwich and to London Liverpool Street	
<u>Greater Anglia</u> operates across the East of England and	

includes services to Peterborough, Fenland, Ely, Cambridge, Ipswich, Harwich, Lowestoft, Stansted Airport and London Liverpool Street	Direct services also available to Birmingham, Nottingham, Manchester, Liverpool and much. Using these services, one or two simple changes to connecting routes means rail travel from Fenland provides access to most of the country.
<u>LNER</u> mainly operates services to the north via Peterborough to Leeds, York, Newcastle Edinburgh, Aberdeen and Inverness and south to London Kings Cross	For all rail route information, including operator details, please visit <u>National Rail</u> .

Bus Operators and Services	
The main bus operator in Fenland is <u>Stagecoach</u>	For all bus route information, including operator details, please visit the Cambridgeshire and Peterborough Combined Authority's Bus Timetables webpage: https://transport.cambridgeshirepeterborough-ca.gov.uk/buses/bus-timetables/
The Excel Bus Service (Norwich to Peterborough) is operated by <u>First Group</u>	
The Wisbech Tesco Bus (Service 68) is operated by <u>FACT</u>	
Service 60 (Three Holes) is operated by <u>West Norfolk Community Transport</u>	

Community Transport Operators	
Dial-a-ride services are operated by <u>FACT</u>	<p>FACT Community Transport is a charity serving the Fenland, Huntingdonshire and East Cambs Areas, for people who have difficulties using conventional modes of transport. They provide accessible, affordable and safe transport services.</p> <p>You must be a member of FACT to use their services.</p>
Community car scheme operators	<p>Community Car Schemes offer organised door-to-door lifts for people who have no other way of making essential medical or social journeys.</p> <p>Schemes are run by volunteers a bit like a taxi service. Passengers pay toward the cost of their journey and there is a minimum charge.</p>

	<p>All journeys depend on driver availability. Passengers are asked to give as much notice as possible (at least 24-48 hours).</p> <p>There are schemes covering every town and village in Fenland.</p> <p>A list of available schemes and contact numbers can be found on Fenland District Council's website: https://www.fenland.gov.uk/communitytransport</p>
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About the guide's author: Cambridgeshire ACRE

Cambridgeshire ACRE is an independent organisation, a registered charity and a company limited by guarantee. We are part of the national ACRE Network of 38 similar organisations in England.

Our vision is to have thriving rural communities across Cambridgeshire and Peterborough. We therefore strive for positive change and work with others to improve the lives of those living and working in rural communities.

Our action-driven approach is supported by our team of staff who are experts in their field and not influenced by any other body. Communities can therefore have peace of mind knowing that their ambitions are in the best possible hands.

Our aim is to help rural communities seize opportunities and drive their projects forward, which includes improving their access to services, information and funding.

As part of our work, we sometimes undertake consultancy assignments on behalf of other organisations in areas such as research, public consultation, partnership management and development, project development and funding, rural economic development and community/voluntary and cultural sector engagement. We only take on assignments where we believe our involvement and expertise will add significant value.

More information can be found on Cambridgeshire ACRE's wider work with rural communities at <https://www.cambsacre.org.uk>.