



Cycling Scotland

Assessment of Local Authorities

Performance on Cycling

March 2005

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Report to: Local Authorities, Scottish Executive and Cycling
Scotland

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Executive Summary

In October 2003, **Cycling Scotland** was established to support the development of cycling in Scotland. In order to establish a baseline and to collect better information on cycling for policy and planning purposes **Cycling Scotland** has undertaken this assessment of cycling in Scotland.

During 2003 the English Regions Cycling Development Team (ERCDDT) completed a detailed study of the cycling policy and practice of each local authority in England with highway authority status. With agreement **Cycling Scotland** modified and used their methodology to undertake this study which focuses on Local Authority plans and policies related to cycling and to the engagement of stakeholders. This should allow a degree of comparability throughout the UK.

This is the first time an assessment focussing on Local Authority performance on cycling has been carried out in Scotland.

Information for this assessment was gathered from the study of local authority policy documents, strategies and any progress reports; published data and indicators; and communications with individual Local Authority designated cycling officers and other stakeholders. The information was then collated using a structured methodology and scoring system, using the following criteria:

- Cycling strategy
- Guidance, audit and review
- Targets and monitoring
- Stakeholder engagement
- Council / Local Authority commitment
- Infrastructure
- Cycle training
- Promotion of cycling

All thirty two Local Authorities were assessed and a summary report with recommendations was prepared for each Local Authority. Cycling Scotland acknowledges the difference in needs of rural and urban areas, and therefore, the allocated scores within the summary reports, are intended for use by each Local Authority to track their own progress, and not for comparison with other areas.

As well as the local summary reports, this assessment includes observations, comment on good practice and general recommendations on the criteria listed above for; Local Authorities, the Scottish Executive, Transport Partnerships and for Cycling Scotland to take forward. Some key recommendations which Cycling Scotland propose in support of the development of cycling in Scotland include:

Responsibilities: Local Authorities should identify a lead officer for cycling who can designate resource and people across Local Authority departments to take forward a cycling action plan.

Cycling strategy: Local Authorities should develop a cycling strategy that is broader than both the remit of transport policy and the requirements for the LTS.

The Cycling Strategy should be represented across relevant policy and planning areas such as health, environment, social inclusion, access and education and cross referenced to the Council Corporate Plan.

Guidance, audit and review: Local Authorities should carry out cycle audit on all new and cycle review on existing infrastructure to assess its suitability for integration into the cycling network. This should be in addition to safety audit and through the application of the principles: *coherence, directness, attractiveness, safety and comfort* as detailed in the IHT guidelines.

Targets and monitoring: The National Target for cycling should be superseded in favour of local targets. Local Authorities should establish targets for the increase in cycling which are set locally, reflecting the local context, existing travel patterns, provision and capacity.

Stakeholder engagement: The Local Authority should consider an appropriate form of Cycling Forum and identify a lead officer responsible for ensuring the appropriate membership and input from stakeholder groups.

Council / Local Authority commitment: Local Authorities should implement their own travel plans for staff and clients across all Council sites.

Infrastructure: Local Authorities should apply IHT guidelines for Cycle Audit and Cycle Review and apply remedial actions to any proposed cycle network that facilitates the home to work or study, home to visitor attractor, or inter-community journey by bicycle. This should include consideration of the existing network of B, C and unclassified roads.

Cycle training: Scottish Executive should recommend and Local Authorities should adopt a policy of on-road Cycle Training to all primary six children.

Promotion of cycling: Local Authorities' targets for promotion should include support for Bike Week, a range of events throughout the year and provision of maps and leaflets on a variety of topics.

In addition to the specific recommendations made a) to each Local Authority and b) more generally to Local Authorities, the Scottish Executive and key organisations, the process of the assessment has highlighted issues for future development that require further discussion and collaboration before specific recommendations are made.

- It is intended that the recommendations within the local summary reports and the general assessment report, will inform developments in support of cycling at local, regional and national levels. At the local level, to inform the development of future Local Transport Strategies, Cycling Strategies, and subsequently, form the basis for the development of detailed action plans for cycling.
- At regional level, to raise awareness of the opportunities for joint working to promote cycling within the Regional Transport Partnerships
- And finally at national level, to promote cycling through support and guidance for Local Authorities, and through integrating the remit of cycling and walking to the broader active travel agenda.

1 Introduction

Cycling is a diverse activity that can impact across many Governmental policy areas (both Scottish Parliament and Westminster). These policies, along with initiatives from the Scottish Executive, set out a broad context in which cycling can make a contribution both locally and nationally. Cycling can make a contribution in relation to social and environmental justice, urban regeneration, community planning, health, sustainable and economic development, transport, sport, education and lifelong learning. Appendix 1 lists key policy documents within which cycling could make a contribution.

In April 1996 the Scottish Office launched its policy on cycling – “Cycling into the Future”. In 1999 Scottish Natural Heritage, Scottish Sports Council and the Scottish Office commissioned System Three to conduct a study on cycling in Scotland – “Survey of cycling in Scotland”. This survey was followed up in 2002 by System Three producing a report as part of the Transport Research Series for the Scottish Executive – Survey of Cycling in Scotland. Also in 2002 the Scottish Cycling Development Project undertook a survey on behalf of the Scottish Executive Central Research Unit – Monitoring the National Cycling Strategy in Scotland. The first two of these surveys looked at aspects related to the cyclist such as bike ownership, profile of cyclists, trip details and barriers to cycling. The third of these surveys looked at how Local Authorities were monitoring their progress against the National Strategy.

In February 2000, CTC (a National Cyclists' Organisation) launched a new initiative to use the technique of benchmarking to introduce and support a network of UK Local Authorities in the implementation of their cycling policies. The process entails assessing policy and practice to determine what actually works in encouraging cycling in a UK context. It considers all aspects of cycling policy, from promotion to engineering design, and from training to maintenance of cycle paths. This process helped focus the attention on examples of good and bad practice. It allowed councils to use the results of the benchmarking process to prioritise their efforts in the development of areas where the process had demonstrated they were not effective. In many cases this has been the catalyst for the preparation of a priority action plan. Three Scottish Local Authorities were involved in this process:- Edinburgh, Glasgow and Fife.

In October 2003, **Cycling Scotland** was established to support the development of cycling in Scotland. In order to establish a baseline and to collect better information on cycling for policy and planning purposes **Cycling Scotland** has undertaken this assessment of cycling in Scotland. During 2003 the English Regions Cycling Development Team (ERCDDT) completed a detailed study of the cycling policy and practice of each Local Authority in England with highway authority status. With agreement, **Cycling Scotland** modified and used their methodology to undertake this study which focuses on Local Authority plans and policies related to cycling and to the engagement of stakeholders.

This is the first time such an assessment, focussing on Local Authority performance on cycling, has been carried out in Scotland.

2 Background

Cycling Scotland Ltd was established in October 2003 as an independent agency to coordinate the efforts of all national cycling interests. **Cycling Scotland** carries on some functions of the Scottish Cycling Development Project and the Scottish Cycling Forum, the two principle groups responsible for it's formation.

The UK and international context was considered both from a policy and good practice context in preparing this report. This included looking at amalgamation of Technical Design Guidance throughout the UK, the EU Urban Transport Benchmarking Initiative, Velo City Conference Reports, and POLIS (Promoting Operational Links between Integrated Services) a network of leading European cities and regions working together for the development of innovative technologies and policies in local transport. Further details are included in Appendix 2.

In preparing this document other reports and documents of interest and relevance were considered these included a consultative document for "quiet roads" in the Bathgate Hills, the London Cycling Action Plan, and various international papers. These documents are listed and referred to within specific sections of the report where appropriate.

3. Methodology

3.1 Introduction

The assessment of cycling policy and practice in each Local Authority in Scotland began in April 2004.

Information for this assessment was gathered from the study of Local Authority policy documents, strategies and any progress reports; published data and indicators; and communications with individual Local Authority designated cycling officers and other stakeholders. This information was then collated using a structured methodology and scoring system.

The methodology chosen was amended from the English Regions Cycling Development Teams Assessment, undertaken in 2003-2004, and as such allows a degree of comparison in the final results.

The stages undertaken are summarised below. More details regarding the collation of information at relevant stages are included in subsequent sections.

3.2 Policy and literature review on cycling in Scotland

Before embarking on the assessment process, existing information on cycling in Scotland was considered. Other information collated includes national statistics on transport, modal share, bicycle ownership, national resource allocation and accidents. This information is used in both the introduction and discussion.

3.3 Review of the Local Transport Strategy (LTS)

The first step in the assessment of each Local Authority is to get an idea of "*What they say they are going to do*". The LTS and other policy documents were requested from Local Authority staff and evaluated using a detailed pro-forma that assesses 25 criteria. Completion of this proforma leads to a score based on the content of the LTS in relation to cycling. A copy of the proforma used can be found in the appendix.

3.4 Annual Performance Review documents

It was intended that an assessment of "*What they say they have done*" and "*How they are measuring progress*" to balance what is said in the LTS be carried out. To this end, annual performance review documents were requested from Local Authority staff. These documents were supplied in 2 out of the 32 Local Authorities and were therefore, not used as a consistent part of the methodology. This gap is reflected in the Recommendations section.

3.5 Interviews with Local Authority staff

Following the above steps, an assessment of "*What they have actually done...*" was undertaken in Local Authorities, through discussions with Local Authority officers in Transport and Planning Departments using an established pro-forma questionnaire. This pro-forma questionnaire was sent in advance of the meeting, to allow staff to obtain information and confer with colleagues. The discussions

were conducted by a Cycling Scotland Development Officer, usually with the designated Local Authority Cycling Officer, and in some instances, staff from Access, Planning, Countryside, Leisure and Roads. Due to availability issues the interview with Orkney Council was carried out by teletelephone plus extensive feedback by additional telephone calls and email. All cycling officers are thanked for their time for these interviews. Copies of the interview schedule can be found in the appendix.

3.6 Stakeholder questionnaires

Looking beyond the Transport and Planning departments of Local Authorities, the links, involvement and support of stakeholders in the development of cycling was of interest. In order to ascertain *“How much support is there for cycling?”*, questionnaires were distributed by mail or email to staff in Access, Tourism, Health Improvement, Physical Activity, Travel Planning, Transport and User Groups.

Respondents were followed up by telephone and email. More detailed information was also sought from pertinent organisations such as Scottish Cycling, Sustrans, SNH and the Forestry Commission.

The questionnaires themselves can be found in the appendix and a more detailed analysis of the responses in section four of this report.

3.7 Combined assessment of interview responses and LTS documents

The stages above generated a large body of information relating to over a 100 separate indicators for each Local Authority. This information has been condensed into a more concise format based on eight key criteria against which Local Authorities were assessed. A mark out of five against each of the eight key criteria has been allocated. Descriptors of the criteria can be found in the appendix.

These criteria formed the basis of the summary reports agreed with Local Authorities and consist of:

- Cycling strategy
- Use of Guidance, Audit and Review
- Targets and monitoring
- Stakeholder engagement
- Local Authority and Council commitment
- Infrastructure
- Cycle training
- Promotion of Cycling

3.8 Overall Assessment

The average score of the components above give the overall score attached to each Local Authority's assessment. Cycling Scotland acknowledges the difference in needs of rural and urban areas, and therefore, these scores are

intended for use by each Local Authority to track their own progress, and not for comparison with other areas.

3.9 Development and agreement of summary reports

Summary reports were completed in draft and distributed to Local Authorities to check for accuracy and provide additional information for any gaps. Any additional information supplied was included at this point to ensure that the final summary report is a fair and representative assessment of their Local Authority's current position on cycling.

3.10 Final Reports

The amended Local Authority Summaries have been supplemented with a short discussion on the Local Authority's strengths and weaknesses, and recommendations for future planning and implementation. Together these will form the basis of the general discussion and recommendations detailed in section four.

3.11 Distribution

Final copies of summary reports have been distributed to each Local Authority. These summary reports are included in the appendix of this report and will also be published on the Cycling Scotland website www.cyclingscotland.org

It is intended that these local summary reports will inform the development of future Local Transport Strategies and Cycling Strategies and form the basis for the development of detailed action plans for cycling development within each Local Authority.

This Methodology section is accompanied by appendices including all pro-formas for questionnaires, document scoring, and a description of the rating system used so that Local Authorities can understand the process by which their summary sheet was produced and their overall score given. These can also be seen and/or downloaded from the Cycling Scotland website, www.cyclingscotland.org

4. Local Authority Summaries

4.1 Local Authority Reports

Each Local Authority has been provided with a summary report with recommendations specific to that Local Authority.

For each criteria, a score based on the Local Authority's performance in that area was allocated. Information from all stages was used and the allocation of this score was based on matching the Local Authority to the descriptor which best describes their current position for each of the criteria. These descriptors are found in the appendix.

A summary of the Local Authority scores against each of the criteria is provided in *table 1*.

Copies of the individual Local Authority reports can be found in the appendix of the full report and also on the Cycling Scotland website, www.cyclingscotland.org

4.2 Summary and Discussions

A summary of the position of cycling in Scotland in relation to the Local Authority performances is outlined in section seven of this report.

Table 1 : Assessment of Local Authorities against the criteria (scored out of 5*)

Local Authority	Strategy	Audit/Review	Targets	Stakeholder	Commitment	Infrastructure	Cycle Training	Promotion
Aberdeen	3	2	3	2	3	3	2	2
Aberdeenshire	3	2	3	2	3	3	2	3
Angus	3	3	2	3	3	3	2	2
Argyll and Bute	1	1	1	1	1	2	2	1
Clackmannanshire	3	3	2	2	2	3	2	2
Dumfries & Galloway	3	2	2	2	3	3	2	3
Dundee (City of)	2	1	2	1	2	2	2	1
East Ayrshire	3	2	1	2	2	2	2	2
East Dunbartonshire	3	2	3	2	2	2	2	3
East Lothian	1	1	1	1	1	2	2	2
East Renfrewshire	1	1	1	2	2	2	2	1
Edinburgh (City of)	4	3	3	4	3	4	2	2
Eilean Siar	1	2	0	1	1	2	2	3
Falkirk	3	2	2	2	2	2	1	1
Fife	4	3	4	3	4	4	3	5
Glasgow (City of)	3	2	3	2	2	3	2	3
Highland	3	2	3	3	2	2	2	2
Inverclyde	2	1	1	1	2	1	2	0
Midlothian	1	2	2	1	1	3	2	1
Moray	2	2	1	2	2	2	2	2
North Ayrshire	2	0	0	1	1	1	1	1
North Lanarkshire	3	3	3	2	2	3	2	2
Orkney	3	2	1	1	2	2	2	2
Perth & Kinross	3	2	2	3	2	3	1	2
Renfrewshire	1	0	1	1	1	2	2	1
Scottish Borders	4	2	3	2	2	3	2	3
Shetland	1	1	1	1	1	1	2	1
South Ayrshire	3	2	2	3	3	3	2	2
South Lanarkshire	2	3	2	2	2	1	2	2
Stirling	3	2	3	2	2	3	2	2
West Dunbartonshire	1	0	0	0	1	1	2	0
West Lothian	3	2	2	3	2	3	3	3

* Scoring descriptors are contained within the appendix

5. Stakeholder Surveys

In addition to the meetings with Local Authority Transport and Planning staff, site visits, and the review of Local Transport Strategies, Cycling Strategies and other relevant policy documents, questionnaires were sent to a number of stakeholders in cycling development. These are found in Appendix 4.

The questionnaires were designed to assess both stakeholder involvement in cycling development, and their views on the activities of their Local Authority and where they perceived gaps in relation to their role. The list of stakeholders is not an exhaustive list of all those who have a possible role in cycling development, but representative of key staff with health, access, education and tourism roles, as well as campaign and cycling groups.

5.1 Access Officers

33 Access Officers were sent questionnaires, followed up by email and teletelephone, and responses received from 22. (67%)

When asked to rate the priority the Local Authority gives cycling within their Access Strategy, Aberdeenshire, Dundee, Fife, Midlothian and North Ayrshire all rate their LA's highly – 5 out of 5, with another third of the respondents giving middle scores for cycling's representation within the Access Strategy.

- In the Local Authorities that had a Cycling Strategy, a link was made to the Access Strategy and all respondents had made the link between their Access Strategy and the Local Transport Strategy.
- Of the 22 that responded, 14 Local Access Forums had representation from cyclists.
- Only 2 of the 22 Access Officers who responded (East Ayrshire, Western Isles), reported having identified the local path network for the LA, with only 1 Local Authority (Edinburgh City) citing sufficient funds for the development of the core path network.
- 14 out of the 22, reported that they consult with user groups, through a variety of means including; the Access Forum itself, links to community groups, access appraisal in key settlements, participatory appraisal, questionnaires, and through the network of existing groups such as Scottish Cycling, the Mountain Bike Association and the CTC.

Overall, the Access Officers that responded have an awareness of the need to integrate cycling issues within the access agenda. Many Local Authorities would benefit from more formal links with a planning process for cycling, where infrastructure for cycling could be planned and linked with the development of the Core Path Network.

5.2 Tourism

Questionnaires were sent to all 12 Regional Tourist Board Chief Executives, and responses received from ten. (83%)

- Within the area of the 10 Regional Tourist Boards who responded, 16 Local Authorities were indicated as giving adequate priority to cycling provision and 15 of these Local Authorities had consulted with the Tourist Board regarding cycling developments. 6 of the areas indicated that local cycling routes were well indicated with public transport to facilitate trips.
- Only 2 out of 10 areas indicated that a survey of local cycling patterns and desires have been undertaken, and 2 areas have assessed the impact of cycling on local tourism.
- Promotional maps and leaflets are available in all 10 of the areas, and 8 areas had a Tourism Plan which included cycling. 9 areas advertised cycle friendly accommodation and 4 had luggage support for cyclists as a local service.

Within the general national assessment, 24 Local Authorities indicated the majority of their promotion of cycling to be focused on leisure routes. Opportunities exist to plan for increased levels of cycle tourism through targeted promotion, signage and infrastructure in place to support the various types of leisure cyclist.

5.3 Public Health, Physical Activity and Active Travel (NHS staff)

Questionnaires were sent to 32 NHS physical activity leads, and NHS Trust Chief Executives. 17 responses were received (53 %), covering 6 Health Board areas and including 5 from NHS Hospital Trusts.

- Of those who responded, 3 NHS Boards and 4 NHS Trusts were consulted by Local Authorities with regard to cycling development planning. These links were made to progress either, the joint health improvement plan, cycling forums, development of a travel plan, transport planning or the commissioning of specific projects.
- 5 NHS sites were noted to have undertaken surveys of travel patterns and desires, including St John's Hospital, West Lothian Healthcare Division, who had undertaken patient and staff surveys. 3 of these sites were also progressing travel plans and had bicycle user groups in place.
- Among the measures to promote cycling noted within the NHS sites, 9 proposed secure parking, 9 proposed showers and 4 sites proposed bicycle mileage rates.
- Of the 7 sites indicating exercise referral was present, cycling was included as a limited referral option within areas of Highland, Lothian, Argyll and Clyde and Greater Glasgow.
- 5 NHS sites were participating in the Scotland's Health at Work award, of which 3 considered themselves 'cycle friendly' with a range

of measures in place such as showers, racks and bikes made available to staff.

There is some evidence of travel planning within NHS sites, which include measures to promote cycling. Support for this travel planning could be maximised through further links with the Local Authority travel planning and cycling development planning functions.

5.4 Health Improvement (Local Authority Staff)

34 Local Authority Health Improvement staff were sent questionnaires, followed up by email and teletelphone, and responses received from 17. (50%)

- 4 Health Improvement staff indicated an involvement in the development of a Cycling Strategy or Local Transport Strategy. This low number is probably more indicative of the timescale within which these staff came to post, rather than their organisation's lack of involvement. 7 indicated an involvement in cycling development and 8 were involved in active travel programmes or projects.
- 7 knew of local organisations who had bicycle user groups.
- 6 thought that their Local Authority had given adequate priority to cycling as part of promoting physical activity, with 16 indicating safer routes, 14 for secure parking, 12 for showers and 6 for bike mileage rates as proposed measures within their Local Authority for cycling development.

Overall the involvement of Health Improvement Staff at a policy and planning level for cycling development is low. This is likely to be explained by the timescale in which staff were in post and the lack of formal structures and planning for cycling development, where policy links for health improvement can be made.

5.5 School Travel Coordinators

Forty School Travel Plan Coordinators were sent questionnaires, followed up by email and telephone, and responses received from fourteen. (35%)

- Local Authorities consulted with schools on cycling development through a variety of means. 9 School Travel Plan Coordinators indicated that this occurred through their process of travel planning, 4 indicated community planning, 1 for cycling forums and 7 for surveys as a means for the Local Authority to consult with schools regarding cycling development.
- 10 School Travel Coordinators rated their Local Authorities for the planning and development of cycling. 9 of the 10 rated their Local Authority as a 3 or 4, which is middle to good, with only one rating their Local Authority as poor. The higher scores coincide with the Local Authorities scoring well within the overall assessment process.

- 12 School Travel Coordinators indicated that surveys of travel patterns and desires had been undertaken at schools within their area, with 8 indicating that travel plans had been prepared. In contrast, only 3 indicated that their schools currently gave adequate priority to cycling development, although cycling was included in the proposed travel plans of 7 of the 8 areas who had travel plans in place.
- Of the measures proposed for cycling, 8 indicated safer routes, 11 indicated secure parking, 4 indicated sign posting and 10 indicated cycle training.
- 12 School Travel Coordinators indicated that cycle training was already available in schools within their areas, with four registering the presence of school based cycling clubs.
- Summary of improvements suggested

5.6 Local cycling groups

Eighteen local cycling groups were sent questionnaires, including the CTC District Associations (DAs), Scottish Cycling's Regional Centres and local cycling campaigns. Responses were received from four of these groups. (22%) Highland Cycle Campaign, Perth and Kinross CTC DA, Aberdeen CTC DA and Highland CTC DA.

3 of the 7 CTC DAs responded, no responses was received from Scottish Cycling's 8 Centres representing the sport of cycling and one response from a campaign group.

While providing valuable feedback and information at a local level an analysis of the responses was considered non representative of this sector. Cycling Scotland will review the methodology used to receive feedback from local cycling groups. The information received will be used to guide future work with Local Authorities.

Table 2 : Summary of Stakeholder Responses.

Local Authority	Access	Tourist Board	NHS Board / Trust	L.A. Health Improvement	School travel planning	Cycling Groups
Aberdeen City	*					*
Aberdeenshire	*			*	*	
Angus		*	**			
Argyll and Bute		*	*	*	*	
Clackmannashire	*					
Dumfries and Galloway		*			*	
Dundee City	*		**			
East Ayrshire		*		*		
East Dunbartonshire						
East Lothian	*			*		
East Renfrewshire	*			*	*	
Edinburgh City	*	*	***	**	**	
Eilean Siar	*	*				
Falkirk					*	
Fife	*					*
Glasgow City	*	*	*	*	*	
Highland	*	*	*	*	*	**
Inverclyde	*			*		
Midlothian	*					
Moray						
North Ayrshire	*					
North Lanarshire	*			*		
Orkney Islands				*		
Perth and Kinross	*	*	*		*	
Renfrewshire	*					
Scottish Borders	*	*		*		
Shetland Islands			*	*		
South Ayrshire					*	
South Lanarkshire	*			*	**	
Stirling	*			*	*	
Tayside						
West Dunbartonshire						
West Lothian	*		*	*		
Cairngorm Nat. Park	*					
TOTAL RESPONSES	22/33	10/12	13/40	17/32	14/40	4/18

* indicates a response, note that there may have been more than one response from a group whose boundaries did not match Local Authority boundaries.

6. Key Agencies

Introduction

While several agencies impact on or have an interest in cycling the following five national agencies have a specific role in providing infrastructure (in the case of Sustrans and Forestry Commission), programmes (in the case of Scottish Cycling and CTC Scotland) and advice, guidance and training (in the case of Paths for All).

6.1 SUSTRANS

Introduction

Sustrans are a charity working throughout the UK, they have a regional office for Scotland in Edinburgh, with 8-9 full and part time staff operating in Scotland. Additionally 180 volunteer rangers are used to patrol local sections of the National Cycle Network (NCN) and are coordinated by the Edinburgh office.

Sustrans have developed the National Cycle Network in partnership with other agencies throughout the UK. Currently 2400 kms of the network are open in Scotland with approximately one quarter (600km) of this on traffic free paths. Cycle parking is provided at visitor attractors along the NCN.

The NCN has been defined and mapped, much of the network has been implemented, the remainder requires funding partners. A five year action plan covered the period 2000-2005. A recent submission to the Scottish Executive for support funding outlines proposed programmes of work for the next 5 year period.

NCN "Guidelines and Practical Details" are used on all new schemes along with STAG criteria. User conflict is considered within the design guidelines, providing for adequate width and clear signage as a shared use facility.

Targets and Monitoring

No specific usage targets exist, although a programme of monitoring by automatic counters exists. Two sites are used as part of the UK monitoring programme. 50 additional counters exist and are considered as part of a Local Authorities responsibility - no coordinated programme for these counters exists – partly due to ongoing maintenance problems.

The 180 volunteer Rangers report defects in the network, this information is passed to the appropriate local authority.

Evaluation of implementation of new infrastructure has principally been through user counts. The organisation has a research department based in Newcastle. A disabled access audit has been carried out on off road sections of the NCN, a graded report has been prepared outlining suitability.

Other programmes such as Safer Routes to School are principally evaluated and monitored by measuring enquiry numbers, website visits, and attendance at

training events.

Stakeholder Engagement

Key partners for Sustrans in Scotland are the Scottish Executive, Local Authorities, Cycling Scotland, Forestry Commission, British Waterways, Scottish Natural Heritage/Paths for All. Consultation with stakeholders principally takes place through the planning process.

Promotion:

The NCN and other programmes are promoted by route maps, local route maps, website, and links to and from other websites.

Sustrans provide secure parking and a cycle allowance for staff. A discount bike purchase and equipment scheme exists for volunteer rangers.

6.2 FORESTRY COMMISSION

Introduction

Forestry Commission Scotland serves as the forestry department of the Scottish Executive, advising on and implementing forestry policy and managing the National Forest Estate.

Forestry Commission are probably the largest single facility provider for recreational cycling in particular mountain biking. Several dedicated staff are employed to manage the MTB specific projects such as the 7 Stanes. Additional staff time is contributed by those with a broader recreational remit.

Strategy

Their mission is to protect and expand Scotland's forests and woodlands and increase their value to society and the environment. They are directed by Scottish Ministers through their Board of Commissioners and their National Committee for Scotland and are funded by the Scottish Parliament.

Forestry Commission Scotland came into being on 1 April 2003 as a result of the Forestry Devolution Review, the recommendations of which have been agreed by Forestry Ministers in Scotland, England and Wales.

They work closely with colleagues in the Scottish Executive, particularly the Environment and Rural Affairs Department (SEERAD) to deliver the Scottish Forestry Strategy, which is closely integrated with other aspects of rural land use and rural economic policy. A Concordat which outlines the framework for co-operation between Forestry Commission Scotland and SEERAD was formalised in May 2003 and revised in August 2004. They also contribute to many aspects of wider Scottish Executive policy such as energy, environment and climate change, biodiversity, healthy living, rural transport, tourism and education.

The International Mountain Bike Association (IMBA) guidelines for trail design have been applied to the development of MTB specific facilities in the 7 Stanes and at Anoch Mhor but much less rigorously applied to other designated facilities.

Stakeholder Engagement

Key partners for Forestry Commission Scotland in relation to cycling are Scottish Executive, Local Authorities, Cycling Scotland, Scottish Natural Heritage, Paths for All, IMBA and **sportscotland** along with local user groups.

Promotion:

A searchable online database lists 103 forest cycling destinations within Scotland. A more specific website promoting the 7 Stanes project, "Forest Life" newsletters and promotion related to major events such as the World Cup Mountain Bike events at Anoch Mor and the proposed World Championships in 2007 all contribute to promoting the estate as a mountain bike destination.

Additionally many articles in the specialist MTB press continue to highlight the Commission Estate as a MTB destination. Scotland was voted worldwide number one peoples choice by IMBA in 2004, with the 7 Stanes and Anoch Mor leading the way in raising awareness.

6.3 SCOTTISH CYCLING

Introduction

Scottish Cycling is the trading name of the Scottish Cyclists' Union which is the governing body of cycle sport in Scotland as recognised by British Cycling (the UK governing body of cycle sport as recognised by the Union Cycliste Internationale) and the Sports Councils. Scottish Cycling employs 5 members of staff, which includes a Director of Operations, National Coach, Development Officer and part-time administration support.

Scottish Cycling derives income from membership and competitive programmes **sportscotland** provide £223,000 in Grant aid to fund performance and development programmes.

Scottish Cycling is a membership organisation with approximately 2000 members, within 104 clubs and 8 regional associations.

Instructor training programmes exist for coaches and leaders, currently there are 48 coaches.

Scottish Cycling produces a calendar of competitive events. In 2004 there were 280 events in the calendar across the range of cycle-sport disciplines. 38 of these events were cancelled; the average number of competitors was 47.

Strategy

Scottish Cycling has a Corporate Strategy for the period of 2005-2009, this is supported by a Business Plan which details aims, objectives and targets. The business plan outlines the activity that will take place to deliver the corporate objectives.

Stakeholder Engagement

Key partners for Scottish Cycling are Local Authorities, British Cycling, Cycling Scotland, **sportscotland**, and the regional cycling associations.

Promotion:

Scottish Cycling promotes its activities through its website and a handbook containing an “annual calendar of events.”

6.4 CTC SCOTLAND

Introduction

CTC Scotland is a part of CTC - the UK national cyclists' organisation. CTC is managed by volunteers elected at an AGM. Two staff are employed on a cycling development project “Try Cycling Tayside”. At local level CTC members form District Associations (DAs), which also have many of the attributes of a Cycling Club - organising runs, tours, competitive events and training, as well as campaigning for cycling at a local level.

CTC Scotland brings together representatives of these DAs and other organisations to discuss and deal with matters relating to cycling in Scotland.

Stakeholder Engagement

Key partners for CTC Scotland are the National Access Forum (off-road), Paths for All, Cycling Scotland, Scottish Sports Association, TRANSform Scotland, Cross-Party Cycling Group, SYHA, RailFuture Cycle Group, Forthright Alliance, Local Access Forums, Local Cycle Campaign Groups

Promotion

CTC Scotland promotes its activities through a website and a newsletter to members. Additionally links to the national CTC website and promotion by the local groups add to the promotion of CTC Scotland.

6.5 PATHS FOR ALL

Introduction

The Paths for All Partnership (PFAP) began in 1996 because of the growing demand for more paths near to where people live and work. The Partnership was established as a company limited by guarantee and a recognised charity. They cover the whole of Scotland from their main base in Alloa and a northern office in Inverness. The Paths for All initiative was established by Scottish Natural Heritage to create local path networks throughout Scotland for the enjoyment of local people and visitors. The PFAP was created as a key aspect of the initiative. It is a unique forum comprising all the national organisations with interest in and responsibility for creating and promoting networks of paths around settlements. The PFAP was established to provide a national lead in creating and promoting path networks.

Strategy

The key objectives of the PFAP are to achieve a significant increase in well-managed and welcoming paths close to where people live, and to promote their use.

The PFAP now has a key role to play in helping to develop path networks under the Land Reform (Scotland) Act 2003 and to encourage the promotion of and adherence to the Scottish Outdoor Access Code.

The Partnership receives core operational funding from Scottish Natural Heritage and NHS Health Scotland, while Highlands and Islands Enterprise contributes project funding to secure specific training objectives for communities in its area. These funding pledges total over £1 million for the 3 years to March 2006.

The Paths to Health Project is separately funded by the New Opportunities Fund (£750,000), the British Heart Foundation (£150,000), Scottish Natural Heritage (£125,000) and NHS Health Scotland (£125,000).

Paths for All have 12 staff with staff covering specific areas across Scotland to support and encourage Local Authorities and other partners to plan and develop path networks aimed at meeting local needs.

Their work involves:

- Advocating the benefits of path networks
- Offering support and advice on all aspects of path creation
- Supporting the recruitment and training of local access officers
- Encouraging the development and implementation of access strategies and feasibility studies
- Working with local access groups and encouraging community involvement
- Guiding implementation of practical work on the ground, and
- Advising on management and promotion of path networks

Their work is organised into five main work programmes:

- Partnership
- Advice and Training
- Technical
- Funding
- Paths to Health

Stakeholder Engagement

Partnership working is a principle way of working for Paths for All. They have formal partnership with the following organisations. British Horse Society, Convention of Scottish Local Authorities, Cycling Scotland, Cyclists' Touring Club, Forestry Commission Scotland, NHS Health Scotland, Highlands & Islands Enterprise, NFU Scotland, Ramblers Association Scotland, Scottish Countryside Access Network, Scottish Disability Equality Forum, Scottish Enterprise, Scottish Rural Property & Business Association, Scottish Natural Heritage, Scottish Rights of Way and Access Society, Scottish Television/Grampian Television, **sportscotland**, Sustrans, Visit Scotland.

Promotion

The Paths for All produces a range of publications. Their newsletter "The Right Track" appears 3 times a year, in early spring, summer, and late autumn. From time to time, they produce publications on key topics. They also have a set of short factsheets available, covering a wide spectrum of issues that arise in the process of planning and delivering path networks.

The range of publications covers the areas of Technical Guidance, Access Management and Planning Guidance Promoting, Marketing and "making the case", PFAP vision, plans and papers

They also have a website which promotes activities, provides a discussion forum and provides a range of downloadable resources.

7. Discussion and recommendations

7.1 RESPONSIBILITIES

This section refers specifically to the staffing resource related to cycling and in particular the designated cycling officer or lead officer for cycling.

Observation

The majority of cycling officers operate within the transport department, the exception being a few located within a planning department. The cycling officers occupied a range of levels within the Local Authority, only a small number worked at a policy level.

In fifteen Local Authorities the cycling officer duties were performed for less than one day per week. Two Local Authorities employed full time cycling officers, (Edinburgh and Glasgow) and the remainder spent between one and three days per week on cycling matters.

Dedicated staff time does not always correlate with good outcomes across the assessment areas. Some Local Authorities with minimal dedicated staff time achieved reasonable performance across the assessment areas, these officers and Local Authorities appear to work well with and across other departments.

The lack of a dedicated person and supporting action plan at policy level to direct work programmes across departments and to allocate the use of staff resource appears to be a significant factor in minimising the impact on cycling development.

Good Practice

Fife is an example of where much has been achieved by having an action plan that clearly defines responsibilities and resource implications across several departments. The cycling officer is a travel planner within sustainable transport spending between one and three days a week on cycling matters, however the collective time across departments is appropriate to delivering the action plan.

Recommendation

R1 Local Authorities should identify a lead officer for cycling who can designate resource and people across Local Authority departments to take forward a cycling action plan.

7.2 CYCLING STRATEGY

Cycling Strategy refers to any planning documents or policy statements which relate to cycling and link to other areas. Generally speaking these were to be found within Local Transport Strategies.

Observation

Fifteen Local Authorities scored three for their cycling strategy indicating that “they want to get the policy and planning right, but there are still some real deficiencies and some senior staff may not be totally supportive”.

Seven Local Authorities had a cycling strategy separate from their Local Transport Strategy. Though those Local Authorities with a separate strategy achieved reasonable overall scores, a separate strategy could not be used as a predictor of good overall outcomes. Those with the highest scores overall didn't have a separate strategy.

There was evidence of an action plan in only nine Local Authorities, this also appears to be principally a programme of works for transport and not a cross departmental plan for the development of cycling.

Generally the cycling strategies all had a transport focus and limited cross-reference to other council policies, documents, departments and work programmes. There are not many obvious links between cycling strategy and other policy areas. In this survey there was limited evidence of action plans which cut across departments and agencies to deliver strategic objectives for cycling.

Good Practice

Scottish Borders has a well scoped cycling strategy within it's LTS. There are actions, targets and performance indicators included within the strategy, Edinburgh has an action plan and clearly defined cycling policies within it's LTS. A strategy with clear targets, performance indicators, resource allocation and links to other policy areas is likely to deliver positive cycling development.

Recommendations

- S1 Local Authorities should develop a cycling strategy that is broader than the remit of transport policy and requirements for the LTS. The Cycling Strategy should be represented across relevant policy and planning areas such as health, environment, social inclusion, access and education and cross referenced to the Council Corporate Plan.
- S2 Planners should understand that the hierarchy of transport modes should be expressed in terms of people and journeys. At present the majority of plans and strategies appear to be vehicle focussed. Cycling should feature as prominently in a sustainable transport hierarchy.
- S3 Those responsible for policy and action planning for cycling should consider cycling together with other 'soft modes' such as walking and in conjunction with the use of public transport. The recommendations within this assessment focus on cycling strategy and action plans, but would also be appropriate for inclusion as part of a cycling and walking strategy.
- S4 Local Authorities should monitor cycling plans within standard Council reporting procedure by producing an annual progress report for the cycling strategy and action plan.

7.3 GUIDANCE, AUDIT AND REVIEW

Guidance, audit and review refers to the use of formal guidance documents that have been issued by lead agencies such as the Scottish Executive, Institute of Highways and Transportation etc.

Observation

The use of formal guidance such as that contained within IHT Cycle-friendly Infrastructure and Cycling by Design was very inconsistent. Ten Local Authorities reported that they used or referred to formal guidelines, nine Local Authorities indicated that they did not make reference to such procedures. A mixture of IHT guidelines, Cycling by Design and safety audit was used to assess cycle schemes.

For many a common practice was to undertake safety or vulnerable user audit only and to consider this to be appropriate for checking for the suitability for cyclists. Safety audit does not however embrace all of the principles of *coherence*, *directness*, *attractiveness*, *safety* and *comfort*, which are the key principles to consider for cycle-friendly infrastructure as outlined in the IHT guidelines for Cycle Audit and Cycle Review.

Good practice

No one demonstrated good use of cycle review procedures. If cycle review and any remedial interventions were applied to the existing road network, LA's, and especially rural LA's would be able to integrate much of their road network as suitable for cycling.

Edinburgh has produced it's own guidance for the design of cycle friendly infrastructure. Local guidance can define local variations and preferences and may be applied more rigorously than general cycle guidance which is of an advisory nature.

Recommendation:

- G1 Local Authorities should carry out cycle audit on all new and cycle review on existing infrastructure to assess its suitability for integration into the cycling network. This should be in addition to safety audit and through the application of the principles: *coherence*, *directness*, *attractiveness*, *safety* and *comfort* as detailed in the IHT guidelines.
- G2 Local Authorities and other landowners should apply the International Mountain Bike Association guidelines to the trail network to improve integration of the path and trail networks with the road and cycle path network.
- G3 Local Authorities should make more use of existing guidance, such as, Cycling by Design.
- G4 Cycling Scotland should provide information and training on the range and application of the guidance documents in cycling.

7.4 TARGETS AND MONITORING

Observations

Twenty one Local Authorities have targets for growth in cycling, and only ten of those demonstrate any kind of monitoring or intention to monitor these targets for growth. The majority of targets reflect a doubling of the numbers of cyclists, in line with the target for the National Cycling Strategy.

Where targets for the increase in cycle use exist, the majority are not supported by process targets which would be associated with an implementation plan. As a good example, in support of their general target for an increase in cycling, Edinburgh City Council has targets to signalise all junctions and to link all households to within 400m of the cycle network.

In most cases, the targets are set within the Local Transport Strategy context and as a result have a transport focus. This is relevant for utility cycling journeys, but targets for leisure cycling and the promotion of cycle tourism are not incorporated or cross referenced to any meaningful degree.

Of the nine Local Authorities who had some form of action plan for cycling, all had a stated process for monitoring which mainly focused on the placement and use of remote cycle monitors and the monitoring of accident rates. Data from the 2001 Census and traffic cordon counts is also used in establishing baselines from which targets are set.

There was limited evidence that routine monitoring incorporates process measures, such as information on the length of the cycle network, the number of local employers with travel plans, the extent and numbers of cycle parking available and resource allocated and spent.

Good Practice

To assess the progress of a strategy or action plans attached to a policy statements, effective monitoring needs to be in place. Monitoring is best achieved when allied closely with the objectives identified and actions set. The CTC Benchmarking Process undertaken by Glasgow City, Edinburgh City and Fife Councils gives an example of detailed action plans, with a section dedicated to the improvement of monitoring.

Scottish Borders and North Lanarkshire Councils have included targets for increasing modal share, reducing casualty rate, as well as the provision of cycle training and cycling facilities.

Fife Council has undertaken two travel surveys, five years apart, to ascertain travel behaviour and distances travelled. This contributes to the baseline from which local targets can be set for increased cycle use. Other methods such as telephone survey and facility usage surveys can also be employed.

Recommendations

- T1 The National target for cycling should be superseded in favour of local targets. Local Authorities should establish targets for the increase in cycling which are set locally, reflecting the local context, existing travel patterns, provision and capacity.
- T2 The Scottish Executive and Cycling Scotland should provide guidance on the application of a common methodology for all Local Authorities in the establishment of baseline figures.
- T3 Cycling Scotland should undertake an appraisal of best options for establishing and monitoring baseline and targets for growth in cycling.
- T4 Local Authorities should establish targets across the range of criteria for cycling development, this should include training, promotion, stakeholder involvement and resourcing, as well as the more commonly considered areas of infrastructure and safety.
- T5 Local Authority indicators for measuring progress should include targets for cycling infrastructure and parking, length of the network, modal share, facility usage, cycle training, promotion of the network and user involvement.

7.5 STAKEHOLDER ENGAGEMENT

Stakeholder engagement refers to the involvement of cyclists and partner agencies with a role in cycling development, for example, tourism, access, health improvement, leisure and planning staff. With the focus of cycling within Transport Departments, evidence of links with colleagues across the areas mentioned above is varied throughout Scotland.

Observations

All Local Transport Strategy documents describe a process of consultation with partner organisations and the general public. Strategies or general policy statements on cycling are therefore included within this process.

The National Assessment consultation with stakeholders in health, tourism and access, demonstrated inconsistent involvement in cycling development within and across Local Authorities.

Access staff did report that cycling is well represented within their Access Strategies, but this was not consistent with their routine involvement in Cycling Strategy or Policy Statements to promote cycling within transport planning.

Very few Local Authority Health Improvement staff were engaged in policy development or planning for cycling. Lead officers for physical activity and NHS representatives are involved in supporting locally based activity or travel planning. (eg Ninewells, Raigmore). There were few strong links with the transport planning and cycling development process.

According to the National Assessment criteria, twenty five Local Authorities scored 2 or less for stakeholder engagement. To obtain 'two' a Local Authority would have to attain the standard described as follows:

"There is consultation and a group meets regularly. However, the overall picture is rather piecemeal and often depends on the officer managing the scheme. No formal internal consultation."

Those Local Authorities engaging stakeholders, employ a variety of means from travel surveys, groups formed to comment on proposed networks (Glasgow) or new infrastructure (Aberdeen), workshops on green travel (Fife), to the more formal and routine structure of a Cycle Forum (Angus, Highland, Edinburgh).

It was noted that some Local Authorities had difficulty in engaging with cycling user groups, either through their notable absence in an area or lack of engagement in the cycling development process. This does point to the particular need for ongoing engagement of regular cyclists and the use of household surveys to establish travel patterns and intentions.

Ten Local Authorities have local cycling forums with varying degrees of activity and representation. Of the Local Authorities that do have cycle forums, these range from infrequent officers' group led by the cycling officer, to a more formal structure, for example in Edinburgh, where the forum is chaired by the local Councillor responsible for Transport, and includes partner organisations and cycling representatives. The role of elected members is key, and requires commitment and interest in cycling development.

A general lack of engagement across the stakeholder groups was observed. This in turn, is reflected in a lack of planning and implementation of activities across the range of policy areas such as physical activity and economic development.

Good Practice

Each Local Authority has responsibility for community involvement in the planning of services. The ideal position to attain is described as, "The authority's stakeholder engagement activities constitute not just consultation but participation. It engages stakeholders on everything and is clearly an example of good practice across the board. Cycling groups are used to evaluate what the Council proposes, as well as what it actually implements. Both internal and external customers speak very highly of the authority and how it listens and responds."

As given in the examples above, stakeholder engagement can be managed at different levels; through a multi-agency, partnership cycle forum (Edinburgh), through an internal Council Officer led working group (Angus), which routinely consults external partners or as a working group of the Local Access Forum.

Each Local Authority should develop a model to fit their current structures and capacity. The key is to manage the input of stakeholders on a routine basis, where communication with Council colleagues is coordinated and external representatives are consulted and involved on a regular basis. The link between the Cycling Forum and Access Forums is particularly pertinent, where the cycling

and walking agendas are brought together through identification of the core path network, outdoor access legislation and integrated transport links.

The role of these partners in the Cycling Forum is to work with an identified lead officer to develop, manage and monitor the activities within the Cycling Strategy.

Recommendations

- ST1 Local Authorities should liaise with neighbouring Local Authorities to coordinate cross boundary cycling provision, which may involve coordination through Regional Transport Partnerships.
- ST2 The Local Authority should consider an appropriate form of Cycling Forum and identify a lead officer responsible for ensuring the appropriate membership and input from stakeholder groups.
- ST3 The Chair of the Cycling Forum should represent a key partner organisation, and have influence at Planning and Committee levels within the Local Authority.
- ST4 Members of the Cycling Forum should represent their organisation at a suitable planning and decision making level.

7.6 LOCAL AUTHORITY COMMITMENT

An assessment of Local Authority Commitment to cycling was made through responses to questions identifying resources, leadership for cycling development, cycling champions and whether travel plans are in place.

Observations

When scored against the National Assessment criteria for Local Authority Commitment, twenty five out of the thirty two Local Authorities scored two or less. The threshold for a score of two is described as, "Cycling is definitely on the agenda and sometimes even at the top, but there is a lack of joined up thinking and some key figures are not on board. The Council is preparing its own staff travel plan, but is stalling because of perceived costs. However, there should be evidence of a willingness to improve its focus on cycling."

A commitment to cycling is demonstrated within Local Transport Strategies, but as the statement above suggests, this is often not followed through. For example, travel planning is uniformly mentioned in Local Transport Strategies as integral to sustainable transport. However, only eight out of thirty two Local Authorities were leading by example, by having their own Travel Plans in place. It is also noted that those with travel plans, were often in early stages of development and not fully implemented.

There is currently limited support for travel planning for organisations and major employers, however twenty two Local Authorities did identify champions for cycling within the Council. These included a few councillors, managers, staff and members of the Local Cycling Forums, supporting events for Bike Week or local cycling initiatives. The importance of Councillor representation and active

support of cycling issues at Committee level is demonstrated in the structures in place in Edinburgh, Angus and Highland.

Resources for cycling development are sourced from a range of budgets; capital, revenue, development contributions, Scottish Executive (SE) public transport fund, CWSS, Safer Routes to School, Regional Transport Partnerships and Sustrans (SE) funding. Collated information on this expenditure is available from the SPOKES report and Local Authority Spending and Annual Accounts. Cross referencing between these sources and the information collated through the National Assessment process shows inconsistencies and is focused on the reporting of expenditure within Transport budgets and not from other budgets such as Education, Leisure and Health.

There was inconsistency in the reporting of cycling budget as a proportion of CWSS budgets and capital and revenue funding. Thirteen Local Authorities did not submit a budget allocation for cycling. Fourteen Local Authorities were able to submit data on the proportion of CWSS funding allocated to cycling. Of these, ten Local Authorities also submitted additional information on the proportion of the overall transport budget spent on cycling, which ranges from 0.4 to 5.4%, as well as an indication of capital, revenue and external funding allocated for cycling.

Good Practice

A Cycling Strategy with resources attached from a range of sources across departments and stakeholders is more likely to achieve progress towards targets set, and improve the levels of cycling in an area. Few Local Authorities with Cycling Strategies have budget allocated to activities, with the exception of budget allocation within the Edinburgh City and Scottish Borders programmes for cycling within their Local Transport Strategies.

Angus Council and Aberdeenshire demonstrate leadership with their Local Authority Travel Plans. This should also be integral and routine to the planning and development control for new developments.

Recommendations

- L1 Local Authorities should implement their own travel plans for staff and clients across all Council sites.
- L2 Local Authorities should dedicate staff to travel planning for new developments, incorporating active travel programmes, such as Cycle Friendly Employer Award and Walk In to Work Out.
- L3 Local Authorities should establish a system of sourcing and reporting against budget for cycling development across council and stakeholder departments.
- L4 The Scottish Executive should review CWSS funding, with the emphasis and requirement for spending to be people and journey focused.
- L5 Local Authorities should establish a formal structure linking the Cycling Forum to the Management Committee of Regional Transport

Partnerships, the relevant Council Committees and community planning.

7.7 INFRASTRUCTURE

Infrastructure refers to the provision of facilities for cyclists such as cycle paths, cycle parking, junction treatments and cycle lanes and the maintenance of these facilities.

Observation

Thirty Local Authorities indicate that cycling infrastructure of “an adoptable” standard is covered under the general road maintenance programme. A report by Audit Scotland indicated that 13% of Scotland’s roads should be considered for repair and a third require further investigation. It was shown that the lower category roads were more likely to require repair and further investigation. These same roads are those more likely to be appropriate for cycling. There was little evidence of a routine inspection regime of the cycling network and a supporting maintenance programme.

It appears, in general that cycling received little consideration when looking at the road network. This is demonstrated by the limited use made of tools such as cycle audit and cycle review. Cycling is often only fully considered by Local Authority officers when looking at cycling specific infrastructure.

Twenty three Local Authorities indicated that they had considered improving infrastructure at or links to public transport for cyclists. There did however appear to be a discrepancy between consideration and implementation at all public transport interchanges.

Twenty five Local Authorities indicated links between the cycling officer and development control. There was however limited evidence of how these links were used for development gain to improve cycling infrastructure or networks. Often the only reference within development control was to cycle parking standards.

Seventeen Local Authorities had infrastructure that scored less than two indicating that any cycle network is disjointed or lacks strategic importance. This appears to indicate that little thought has been given to the home to work or study, home to visitor attractor, or inter-community journeys that could be made by bicycle.

Few Local Authorities had a definitive number or list of locations for cycle parking provided by the council.

Good practice

The North Edinburgh Cycle Network is considered good practice because of its comprehensive nature. The principles included within Edinburgh’s Cycle Friendly Design Guide and the council policy to provide advanced stop lines and cycle lanes at all traffic signal controlled junctions also represent good practice.

Infrastructure that facilitates the home to work or study, home to visitor attractor, or inter-community journey by bicycle and follows the principles of *coherence*, *directness*, *attractiveness*, *safety* and *comfort* as detailed in the IHT guidelines is the type of infrastructure that is strived for.

Cycle Parking should be convenient, secure and visible. Ideally the parking should be protected from the elements including wind and the rain and located with sufficient manoeuvring space for the cyclist. Short term cycle parking should always be located close to entrances.

Recommendation

- IN1 Local Authorities should incorporate safe routes to school programmes within a cycling action plan which is cross referenced to council travel planning.
- IN2 Local Authorities should apply IHT guidelines for Cycle Audit and Cycle Review and apply remedial actions to any proposed cycle network that facilitates the home to work or study, home to visitor attractor, or inter-community journey by bicycle. This should include consideration of the existing network of B, C and unclassified roads.
- IN3 Local Authorities should provide cycle parking at key destinations, e.g. public transport interchanges, public buildings and visitor attractions, that follow the principles outlined above.
- IN4 Local Authorities should consider a “danger reduction” programme for rural roads. After the application of IHT Guidelines for Cycle Audit and Cycle Review, a pilot on speed limits and other interventions should be carried out. Reference should be made to the “Bathgate Hills Study” and the proposed Sustrans pilot programme for traffic calming and awareness of the NCN.
- IN5 Local Authorities should review their maintenance schedule to prioritise the cycle network.
- IN6 Local Authorities should exercise more leverage through development gain to improve the cycling network.
- IN7 Scottish Executive should consider providing alternatives for cycling and walking within the trunk road programme when no alternative route exists, following the principles of, *coherence*, *directness*, *attractiveness*, *safety* and *comfort*.

7.8 CYCLE TRAINING

Cycle Training refers to the process of instruction for safe on-road cycling, historically referred to as cycling proficiency. It can relate to both children and adults. It involves both the syllabus to be delivered to the candidate and the process of instructor training.

Observations

Child Cycle Training (cycling proficiency) is delivered by Road Safety Officers (RSOs) to primary 6 or 7 school children. The Scottish Cycle Training Scheme syllabus and supporting resources has been developed by the Scottish Road Safety Campaign and is used throughout Scotland. In 2001 a report on the delivery was commissioned by the Scottish Executive which showed an offer rate of 85% to primary schools and a completion rate of 10% for on-road cycle training. The Road Safety Officers are generally employed by the regional police forces or Local Authorities.

Currently a National (UK) Standard is evolving; the development of the standard is being led by CTC. The standard outlines instructor competencies and the competencies to be achieved by the candidates at several levels. Cycling Scotland deliver instructor training programmes in-line with these standards.

The standard, based on supporting evidence, indicates that training at the p6 p7 stage should be delivered on-road and should introduce the concept of making journeys.

There are 90 RSOs in Scotland to deliver to approximately 2,100 schools and 64,000 children within the target age group. The RSOs coordinate delivery and are supported by a volunteer workforce.

Though offer rates of child cycle training are reasonable, several factors influence the actual delivery and the delivery environment. There is no firm policy for the delivery of cycle training at school, delivery relies on agreement from the school and head teacher, commitment and availability of the road safety officer, availability of volunteers to support the delivery and support for the scheme by parents and pupils. Once all these factors have come together choices are made to deliver the scheme on-road, (the most effective option according to evidence and national standards) or off-road eg in the playground (less effective).

The majority of monitoring of the scheme is carried out at a regional level with information at a Local Authority level being very fragmented, though this may be changing with the appointment of School Travel Coordinators. Available information focuses on offer rate, with limited information on completion rate and whether the courses were completed on or off-road.

The current scheme of child cycle training focuses on safety and the ability to negotiate a basic set of junctions. There is no journeying included within current delivery nor any awareness raising of the cycle network and available and suitable facilities.

There is no delivery of cycle control skills (a pre-entry for cycle training) to younger pupils, there is also no delivery after the p6/p7 stage. This lack of a progression pathway for cycling is likely to impact on the numbers choosing cycling.

Adult Cycle Training is available in only one or two Local Authorities, this is often delivered as part of a development project such as *Try Cycling Tayside*, *The BikeStation*. Some significant employers, eg Strathclyde Police, offer training for

those using the bike as part of their job, others include Park Rangers in Glasgow and Edinburgh.

Cycling Skills training is available in a few locations and includes Cycling Scotland's – Ready Steady Bike Programme and British Cycling's Go Ride Programmes at three locations.

Gaps

There is no obvious policy within Local Authorities that cycle training will be delivered on-road to the majority of pupils in a similar way to swimming instruction. This training supports those making an active journey to school and impacts on child independence.

Cycle training supports initiatives such as safer routes to school, school travel planning, eco-schools and children's physical activity programmes. To provide such support there needs to be obvious links, targets and monitoring between these policy areas.

Current measures for cycle training include numbers completing training, numbers of schools offered training, it would be appropriate to include measures on the numbers travelling to school by bike, the numbers of bike parking places at school.

The current cycle training has few links to a cycling progression pathway.

The lack of information at a Local Authority or school by school level represents a significant gap in the understanding of cycle training.

Standard

The evolving National Standard should be the standard for instructors who deliver cycle-training.

That current cycle training should be delivered in the target environment of on-road, that journeying should form part of the delivery and that "cycle training" links into a broader cycling progression pathway.

Recommendations

- C1 Scottish Executive should recommend and Local Authorities should adopt a policy of on-road Cycle Training to all primary six children.
- C2 Local Authorities should link this policy to the policies of travel planning, eco schools, the targets for one hour per day of physical activity for schoolchildren and a policy of active travel.
- C3 Local Authorities should monitor the numbers travelling to school by bike.
- C4 The Scottish Road Safety Campaign, Road Safety Officers and Cycling Scotland should ensure that the delivery of cycle-training is

aligned to the evolving National Standard and linked to a cycling progression pathway that includes basic control skills and journeying.

- C5 Road Safety Units, Cycling Scotland and those who currently have responsibility for the training and employment of instructors should ensure that programmes of cycle training are supported by a structure of qualified instructors, aligned to the UK standard.

7.9 PROMOTION

Promotion refers to the process of raising awareness of the activity of cycling, it's benefits and the available infrastructure.

Observation

Twenty four Local Authorities scored two or less indicating that limited focus was placed on the promotion of cycling and cycling infrastructure. Generally cycling within the LTS has a transport focus with minimal emphasis on promotion.

The cycling officer normally occupies a technical position and may lack the time, resource or expertise to promote cycling.

Eleven Local Authorities had cycling on their council website or an associated website for cycling in the area.

The focus of the majority of promotional activities was leisure (twenty four Local Authorities) and health (sixteen Local Authorities). The promotion of utility cycling was considered by twelve Local Authorities.

Only five Local Authorities provided noticeable support for National Bike Week.

The principal gap appears to be the link between cycling strategy, action planning and targets for promotion and a subsequent link to the Local Authorities PR department.

Good Practice

Fife provides one of the best examples "promoting cycling in innovative and interesting ways". They have a website plus leaflets and maps available at key locations. They have route boards up. They support Bike Week and other promotions but the level of support continues throughout the year". Specific staff have a remit for marketing, promotional activities and targets for promotion are detailed in their action plan.

Innovative practice was demonstrated by Glasgow City Council in conjunction with the Scottish Cycling Development Project. A television advertisement was produced in 2003 which has been screened over a period of 2 weeks in the Spring of 2003, 2004 and will be screened again in 2005. This advertised a cycle route from Milngavie to Glasgow as an alternative to using the car for journeys from home to work. A cycle counter within the route revealed a significant rise in the usage of this route during and after the screening. This type of advertising is very expensive and would require significant monitoring and evaluation to assess it's effectiveness.

Recommendations

- P1 Local Authority targets for promotion should include support for Bike Week, a range of events throughout the year and provision of maps and leaflets on a variety of topics.
- P2 Local Authorities should engage the expertise within the Local Authority PR department(s).
- P3 Local Authorities should include the promotion of utility cycling alongside the promotion active travel and any promotion of cycling for leisure and health.

8. Opportunities for future development

While specific recommendations have been made a) to each Local Authority and b) more generally to all Local Authorities, the Scottish Executive and key agencies within section seven, the process of the assessment has highlighted issues that require further discussion and collaboration before specific recommendations are made.

- 8.1 Guidance on setting local targets for cycling. In any future review of the Scottish Cycling Strategy the National Cycle Target(NCT) should be superseded in favour of these local targets. The NCT does not give councils a realistic target to aim for. It does not take into account any local circumstances which for many reasons renders the NCT impractical within a specific council area. This may be due to many circumstances such as the rural nature of a council. A meaningful local target should be agreed at the local cycle forum and this should be worked upon consistently throughout all council departments and taken up by external organisations both private and public.
- 8.2 The Scottish Executive and those advising on policy should consider opportunities for combining a Strategy for Cycling within the Active Travel agenda and incorporating the proposed Walking Strategy.
- 8.3 The role and contribution of Regional Transport Partnerships in cycling development should be considered, with attention made to the funding of routes which interconnect council areas and therefore support coherent, active travel.
- 8.4 In support of the National Assessment findings, the funding of cycling at a National level should be considered, with attention to the potential for a new stream for CWSS funding, Sustainable Transport and Active Travel funding.
- 8.5 The Scottish Executive should consider cycling and walking within the programme of trunk road redevelopment. Where a trunk road forms the only link for cyclists and pedestrians, these roads should be redeveloped taking account of the needs of cyclists and pedestrian in respect of the principles of coherence, directness, attractiveness, safety and comfort.
- 8.6 Guidance on trail design to incorporate cycling on multi-use paths as part of the core path network. The IMBA trail design guidance and experience of Forestry Commission should be incorporated into the process of producing common guidance for landowners and managers in Scotland.
- 8.7 The role and contribution of the New Transport Function should be considered with regard to cycling development and transport interchanges.

- 8.8 The Scottish Executive should engage with relevant departments to coordinate Policy and Guidance for cycling development, such as Health Improvement, Environment and Rural Affairs and Transport.
- 8.9 The Scottish Executive should host a briefing day in conjunction with Cycling Scotland to take forward recommendations from the National Assessment.
- 8.10 Cycling Scotland should seek partners to implement a programme of Continuing Professional Development in support of the findings of the National Assessment, comprising workshops and seminars across the key criteria for cycling development.
- 8.11 The Scottish Executive should consider the role and function of the Scottish Cycling Forum and consider how this is integrated within the Active Travel agenda.

Appendix 1 Key Policy Documents

Social Justice: a Scotland where everyone matters
(Scottish Executive 1999)

Better communities in Scotland
(Scottish Executive 2002)

Towards a healthier Scotland
(Scottish Office 1999)

Let's make Scotland more active – a strategy for physical activity
(Scottish Executive 2002)

Sport, physical recreation and open space – NPPG11
(Scottish Office 1996)

Transport and planning – PAN 57
(Scottish Office 1999)

Appendix 2 UK and European Context

Cycling Scotland is a Scottish organisation set up to develop cycling in all its facets throughout Scotland. As such it has a responsibility to consult and work closely with comparable organisations on a UK and international basis for the purposes of joint development and the cultivation of innovative ideas and projects across the fields of interest. The projects described below are all within this category.

Technical Guidance – Throughout Scotland and the UK several principal guidance documents relate to the design of cycling friendly infrastructure. Cycle friendly infrastructure, guidelines for planning and design, CTC, 1996, National Cycle Network, Guidelines and Practical Details, Sustrans, 1997, Cycling by Design, Scottish Executive, 1999.

It was agreed at a meeting held in December 2004 between representatives of the DfT, the NCBE, The Scottish Executive, Cycling Scotland, Northern Ireland Roads Directorate and the Welsh Assembly that a common set of Technical Design Guidance for cycling which could be adopted by all four countries of the UK is desirable. To this end a hybrid between “Cycling Friendly Infrastructure 2” currently being written by ERCDT for NCBE and “Cycling by Design”, due to be completed soon for the Scottish Executive, would be desirable. DfT also wish to co-opt the cycle design guidance into a wider “Manual for Streets” which it was also concluded should be adopted by all 4 countries.

The International Mountain Bike Association (IMBA) produce trail building guidance and have a memorandum of understanding with Forestry Commission (UK). At a meeting in February 2005 the Forestry Commission Regions throughout the UK and other stakeholders agreed to pursue the production of common trail building guidance for the UK.

EU Urban Transport Benchmarking Initiative – Glasgow City Council have agreed to participate in an EU Urban Transport Benchmarking Initiative. Cycling Scotland will assist in this project as there are many examples of good practice to be learned from it. Cycling Scotland therefore will be able to disseminate information to other Local Authorities throughout Scotland. A 2 day working visit to Copenhagen took place in November 2004 where many examples of good practice were demonstrated. However, it should be noted that the Danes together with the other members of the group are looking to increase the percentage of the population using the bicycle and have expressed interest in the methods used in Scotland particularly that of healthy transport and to this end a visit to Glasgow has been arranged.

Velo-City Council

Is an organisation set up to run the affairs of the Velo-City conference series. It has taken over this task from the European Cyclists Federation which was deemed necessary to bring on board organisations which would represent cycling in the broadest terms not just that of cycle campaigners. The object of this is to expand the audience of Velo-City Conferences into a wider milieu. Erl Wilkie Chief Executive of Cycling Scotland was appointed as first chair of this council.

POLIS. (Promoting operational links between integrated services)

Polis is a network of leading European cities and regions working together for the development of innovative technologies and policies in local transport. Up till now POLIS haven't dealt with walking or cycling but as they move towards a greater degree of sustainability and the integration of transport modes they are anxious to adjust their remit to include these functions. To this end Erl Wilkie and Olly Hatch (Velo Mondial), were invited to attend the 19th International Conference of POLIS to participate in the first round table debate which included cycling, and extended the role into sustainable transport modes. A committee report will soon be ratified by their board outlining their future strategy. Cycling Scotland's contribution to this has been much appreciated.

One of the main advantages of this is that POLIS already has a considerable influence within the Directorates General of the EU which will now be extended into the fields of walking and cycling. POLIS's involvement with the European Road Research Advisory Council will also guarantee that cycling gets discussed with the motor car industry. There are three Scottish members of POLIS these are Edinburgh, Glasgow and Aberdeen.

Professional Training in the UK-

Cycling Scotland has entered into partnership with the National Cycling Board of England and the English Regional Cycling Development Team to build and carry out a series of "off the peg" professional training modules designed for Local Authority staff with a responsibility for the development of sustainable and integrated transport modes.

- a) Develop training materials for the "off-the-peg" training package.
- b) Show how guidance could be developed for academic institutions to adopt.
- c) Make brief recommendations on how the take-up of the products can be encouraged.
- d) Monitor results.

In terms of key objectives, the project must not only meet the overall strategic targets in relation to training, but also needs to be measured in terms of improved cycle schemes (giving a short-term win; demonstrating best value) and a heightened awareness of cycling issues that will stay with professionals throughout their careers as they progress within various organisations to higher levels of decision-making and responsibility.

At a meeting held in December 2004 between representatives of the DfT, the NCBE, The Scottish Executive, Cycling Scotland, Northern Ireland Roads Directorate and the Welsh Assembly, the training modules were accepted by all 4 countries and a programme for training the trainers was discussed. It was further agreed that one training course should be set up for all the trainers throughout the 4 countries. It was also agreed that the on-going administration of the training modules to the potential clients would be carried out by Cycling England (when this organisation is set up) for England and Wales and Cycling Scotland for Scotland and Northern Ireland.

Appendix 3 ABBREVIATIONS

CBD	Cycling By Design
CCPN	Clackmannashire to Comrie Path Network
CTC	Cyclists' Touring Club
CS	Cycling Scotland
CWSS	Cycling, Walking and Safer Streets
ERCDT	English Regions Cycling Development Team
EU	European Union
HEPA	Health Enhancing Physical Activity
HITRANS	Highland Regional Transport Partnership
IHT	Institute of Highways and Transportations
IMBA	International Mountain Biking Association
LA	Local Authority
LTS	Local Transport Strategy
MTB	Mountain bike
NCN	National Cycling Network
NESTRANS	North East Regional Transport Partnership
POLIS	Promoting Operating Links between Integrated Services
PTF	Public Transport Fund
RSO	Road Safety Officer
SESTRAN	South East Transport Partnership
SNH	Scottish National Heritage
SRS	Safer Routes to Schools
STAG	Scottish Transport Advisory Group
STC	School Travel Coordinators
TIC	Tourist Information Centres
WESTRANS	West of Scotland Transport
SEERAD	Scottish Executive Environment and Rural Affairs Department

Appendix 4 References

Attitudes to Car Use and Modal Shift in Scotland, 2004, Scottish Executive Social Research

Bathgate Hills Quiet Roads Feasibility Study – Consultative Report, 2002, West Lothian Council / SNH

Bicycle Account 2002 – City of Copenhagen, 2003, Roads and Parks Department, Copenhagen

Creating a Chain Reaction – The London Cycling Action Plan, 2004, Transport for London

Cycle-friendly Infrastructure – Guidelines for Planning and Design, 1996, CTC

Cycling by Design – A consultation paper, 1999, Scottish Executive

Cycling into the Future – The Scottish Office Policy on Cycling, 1996, The Scottish Office Development Department

Evaluation of the Scottish Cycle Challenge Initiative, 2001, Central Research Unit, Scottish Executive

Guidelines for Cycle Audit and Cycle Review, 1998, The Institution of Highways and Transportation

Healthy Transport Briefing, 2004, Transform Scotland

Improving Health in Scotland – The Challenge, 2003, The Scottish Executive

Let's Make Scotland More Active – A Strategy for Physical Activity, 2003, Physical Activity Taskforce, Scottish Executive

Making the Links – Greenspace and the Partnership Agreement, 2004, Greenspace Scotland

Outdoor Access Strategies – A Guide to Good Practice, 2004, Paths for All Partnership / SNH

Promoting Walking and Cycling as an Alternative to Cars: What Works? A Systematic Review, 2004, MRC Social and Public Health Sciences Unit, University of Glasgow

Public Health Institute for Scotland – Two Year Report, 2003, NHS Scotland

Scottish Transport Appraisal Guidance – Executive Summary, 2003, Scottish Executive

Survey of Cycling in Scotland, 2002, Transport Research Planning Group, Scottish Executive

Survey of Route Usage on Cycle Routes in the Highlands of Scotland, 2004, Sustrans

The National Cycle Network – Guidelines and Practical Details, 1997, Sustrans

The National Cycle Network – Route User Monitoring, 2003, Sustrans

Walking and Cycling: An Action Plan, 2004, Department for Transport

Appendix 5 Summary of Recommendations

RESPONSIBILITIES

- R1 Local Authorities should identify a lead officer for cycling who can designate resource and people across Local Authority departments to take forward a cycling action plan.

CYCLING STRATEGY

- S1 Local Authorities should develop a cycling strategy that is broader than the remit of transport policy and requirements for the LTS. The Cycling Strategy should be represented across relevant policy and planning areas such as health, environment, social inclusion, access and education and cross referenced to the Council Corporate Plan.
- S2 Planners should understand that the hierarchy of transport modes should be expressed in terms of people and journeys. At present the majority of plans and strategies appear to be vehicle focussed. Cycling should feature as prominently in a sustainable transport hierarchy.
- S3 Those responsible for policy and action planning for cycling should consider cycling together with other 'soft modes' such as walking and in conjunction with the use of public transport. The recommendations within this assessment focus on cycling strategy and action plans, but would also be appropriate for inclusion as part of a cycling and walking strategy.
- S4 Local Authorities should monitor cycling plans within standard Council reporting procedure by producing an annual progress report for the cycling strategy and action plan.

GUIDANCE, AUDIT AND REVIEW

- G1 Local Authorities should carry out cycle audit on all new and cycle review on existing infrastructure to assess its suitability for integration into the cycling network. This should be in addition to safety audit and through the application of the principles: coherence, directness, attractiveness, safety and comfort as detailed in the IHT guidelines.
- G2 Local Authorities and other landowners should apply the International Mountain Bike Association guidelines to the trail network to improve integration of the path and trail networks with the road and cycle path network.
- G3 Local Authorities should make more use of existing guidance, such as Cycling by Design.
- G4 Cycling Scotland should provide information and training on the range and application of the guidance documents in cycling.

TARGETS AND MONITORING

- T1 The National target for cycling should be superseded in favour of local targets. Local Authorities should establish targets for the increase in cycling which are set locally, reflecting the local context, existing travel patterns, provision and capacity.
- T2 The Scottish Executive and Cycling Scotland should provide guidance on the application of a common methodology for all Local Authorities in the establishment of baselines figures.
- T3 Cycling Scotland should undertake an appraisal of best options for establishing and monitoring baseline and targets for growth in cycling.
- T4 Local Authorities should establish targets across the range of criteria for cycling development. This should include training, promotion, stakeholder involvement and resourcing, as well as the more commonly considered areas of infrastructure and safety.
- T5 Local Authority indicators for measuring progress should include targets for cycling infrastructure and parking, length of the network, modal share, facility usage, cycle training, promotion of the network and user involvement.

STAKEHOLDER ENGAGEMENT

- ST1 Local Authorities should liaise with neighbouring Local Authorities to coordinate cross boundary cycling provision, which may involve coordination through Regional Transport Partnerships.
- ST2 The Local Authority should consider an appropriate form of Cycling Forum and identify a lead officer responsible for ensuring the appropriate membership and input from stakeholder groups.
- ST3 The Chair of the Cycling Forum should represent a key partner organisation, and have influence at Planning and Committee levels within the Local Authority.
- ST4 Members of the Cycling Forum should represent their organisation at a suitable planning and decision making level.

LOCAL AUTHORITY COMMITMENT

- L1 Local Authorities should implement their own travel plans for staff and clients across all Council sites.
- L2 Local Authorities should dedicate staff to travel planning for new developments, incorporating active travel programmes, such as Cycle Friendly Employer Award and Walk in to Work Out.
- L3 Local Authorities should establish a system of sourcing and reporting against budget for cycling development across council and stakeholder departments.

- L4 The Scottish Executive should review CWSS funding, with the emphasis and requirement for spending to be people and journey focused.
- L5 Local Authorities should establish a formal structure linking the Cycling Forum to the Management Committee of Regional Transport Partnerships, the relevant Council Committees and community planning.

INFRASTRUCTURE

- IN1 Local Authorities should incorporate Safer Routes to School programmes within a cycling action plan which is cross referenced to council travel planning.
- IN2 Local Authorities should apply IHT guidelines for Cycle Audit and Cycle Review and apply remedial actions to any proposed cycle network that facilitates the home to work or study, home to visitor attractor, or inter-community journey by bicycle. This should include consideration of the existing network of B, C and unclassified roads.
- IN3 Local Authorities should provide cycle parking at key destinations, e.g. public transport interchanges, public buildings and visitor attractions, that follow the principles outlined above.
- IN4 Local Authorities should consider a “danger reduction” programme for rural roads. After the application of IHT Guidelines for Cycle Audit and Cycle Review, a pilot on speed limits and other interventions should be carried out. Reference should be made to the “Bathgate Hills Study” and the proposed Sustrans pilot programme for traffic calming and awareness of the NCN.
- IN5 Local Authorities should review their maintenance schedule to prioritise the cycle network.
- IN6 Local Authorities should exercise more leverage through development gain to improve the cycling network.
- IN7 Scottish Executive should consider providing alternatives for cycling and walking within the trunk road programme when no alternative route exists, following the principles of, *coherence, directness, attractiveness, safety and comfort.*

CYCLE TRAINING

- C1 Scottish Executive should recommend and Local Authorities should adopt a policy of on-road Cycle Training to all primary six children.
- C2 Local Authorities should link this policy to the policies of travel planning, eco schools, the targets for one hour per day of physical activity for schoolchildren and a policy of active travel.

- C3 Local Authorities should monitor the numbers travelling to school by bike.
- C4 The Scottish Road Safety Campaign, Road Safety Officers and Cycling Scotland should ensure that the delivery of cycle-training is aligned to the evolving National Standard and linked to a cycling progression pathway that includes basic control skills and journeying.
- C5 Road Safety Units and Cycling Scotland and those who currently have responsibility for the training and employment of instructors should ensure that programmes of cycle training are supported by a structure of qualified instructors, aligned to the UK standard.

PROMOTION

- P1 Local Authorities should Targets for promotion should include support for Bike Week, a range of events throughout the year and provision of maps and leaflets on a variety of topics.
- P2 Local Authorities should engage the expertise within the Local Authority PR department(s).
- P3 Local Authorities should include the promotion of utility cycling alongside the promotion active travel and any promotion of cycling for leisure and health.

Appendix 6 Assessment Tools

Appendix 6 includes examples of all the tools used in assessing the Local Authorities.

This includes review of the LTS, interview with Local Authority Cycling Officer, Stakeholder questionnaires, scoring criteria.

EVALUATION OF LTS AND CYCLING STRATEGIES

Local Authority Name		Transport Partnership	
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(1. Responsibilities:)

2.Cycling Strategy and Planning:

1.	Is there evidence that cycling is considered by transport planners ?	Scoring Scheme A	Page Ref
	Comment	Score	

2.	Is there evidence that encouraging cycling is part of all transport policies?	Scoring Scheme A	
	Comment	Score	

3.	Is there a discrete strategy for encouraging cycling? <i>Scoring scheme: 0 points if there is no cycling strategy; 2 points for an outline cycling strategy set out in the LTS; 3 points for a detailed, separate cycling strategy; 5 points for a detailed, separate cycling strategy fully cross-referenced from the LTS</i>		
	Comment	Score	

4.	Is a Cycle Audit carried out on all proposed road and traffic schemes based on methodical application of Cycle Audit guidelines (published by IHT 1998)? (Cycle Audit is used to examine new road schemes for cycle-friendliness).	Scoring Scheme B	
	Comment	Score	

5.	Is there a clear plan for minimising conflict between pedestrians and cyclists?	Scoring Scheme B	
	Comment	Score	

6.	Is there encouragement for cycling through TravelWise, Green Commuter Plans, Local Agenda 21 and School Travel Plans?	Scoring Scheme A	
	Comment	Score	

7.	Does the plan/strategy provide for evaluation of implementation of new routes/facilities?	Scoring Scheme B	
	Comment	Score	

3. Review, Targets and Monitoring:

8.	Is there a clear target for cycling that contributes to the national target for increasing cycle use?	Scoring Scheme A	Page ref
	Comment	Score	

9.	Is there evidence that there has been a review of the road network to establish where improvements to assist cyclists are needed?	Scoring Scheme B	
	Comment	Score	

10.	Has there been an assessment of the quality of existing cycle networks to identify where improvements are necessary?	Scoring Scheme B	
	Comment	Score	

11.	Does the plan/strategy provide for monitoring of cycle usage ?	Scoring Scheme B	
	Comment	Score	

4. Stakeholder Engagement:

12.	Are there partnerships for action with health, education, commercial and voluntary bodies?	Scoring Scheme C	Page ref
	Comment	Score	

13.	Has there been consultation with users and other stakeholders?	Scoring Scheme C	
	Comment, eg how has this consultation been achieved and what users/ other stakeholders have been consulted?	Score	

14.	Is there a link into health improvement and social inclusion strategies ?	Scoring Scheme D	
	Comment	Score	

5. Council / Local Authority Commitment:

15.	Is there evidence of interaction with the local planning authority to ensure that land use and development planning allows and encourages people to cycle?	Scoring Scheme D	Page Ref
	Comment	Score	

16.	Has a formal order been adopted by transport planners which considers the needs of different user types, placing cyclists near the top ?	Scoring Scheme A	Page Ref
	Comment	Score	

6. Infrastructure:

17.	Is there a clear programme of measures to improve safety of cyclists and reduce conflicts with other traffic and pedestrians?	Scoring Scheme B	Page Ref
	Comment	Score	

18.	Are there proposals for improvement of physical provision based on methodical application of Cycle Review guidelines (published by IHT 1998)? (Cycle Review is a tool that can be used to examine existing transport infrastructure for ease of use by cyclists.)	Scoring Scheme B	
	Comment	Score	

19.	Are there proposals to improve interchanges and increase opportunities for combined cycle and public transport journeys ?	Scoring Scheme B	
	Comment	Score	

20.	How well are cyclists provided for in new road schemes and new industrial/commercial/retail developments?	Scoring Scheme B	
	Comment	Score	

21.	Are there proposals to improve other infrastructure for cyclists (eg secure parking)?	Scoring Scheme B	
	Comment	Score	

7. Cycle Training:

22.	Is there a plan for improving training of cyclists?	Scoring Scheme B	Page Ref
	Comment	Score	

8. Promotion of Cycling:

23.	Is information for cycling covered, eg signage, maps etc?	<i>Scoring Scheme B</i>	<i>Page Ref</i>
	<i>Comment</i>	<i>Score</i>	

24.	Are there proposals for developing specific school travel plans?	<i>Scoring Scheme A</i>	<i>Page Ref</i>
	<i>Comment</i>	<i>Score</i>	

25.	Are there proposals for developing specific workplace travel plans?	<i>Scoring Scheme A</i>	
	<i>Comment</i>	<i>Score</i>	

(9. Priorities:)**(10. Resources:)****(11. Progress:)**

Overall observations	Total Score out of a maximum of 135 points
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Scoring Scheme

Scoring Scheme A

For criteria applying to elements of the cycling strategy (as set out in the LTS and/or the separate Cycling Strategy)...

- v Cycling strategy makes no reference to this - 0 point
- v Cycling strategy makes only a superficial reference to this - 1 point
- v Cycling strategy explains how this will be met/achieved - 2 points
- v This is also reflected elsewhere in LTS - 3 points
- v LTS shows how this will be incorporated in other key transport policies (road safety, travel plans or travel awareness, planning and development – eg road schemes, town transportation strategies, public transport) – 4 points
- v No of transport policies in the LTS which cross-reference to the cycling strategy –plus ½ point for each policy area which makes includes cycling (up to a maximum of 7 points)

Scoring Scheme B

For criteria referring to implementation of the cycling strategy...

Points are awarded according to how clearly the strategy spells out how it is going to be delivered, on the following scale:

- v Cycling strategy makes no reference to how this will be achieved - 0 point
- v Cycling strategy explains how this will be achieved - 1 point
- v Cycling strategy sets out credible programme, with targets as appropriate - 2 points
- v Other sections of the LTS demonstrate that cycle strategy and targets will be delivered as an integral part of the transport programme - 3 points

Scoring Scheme C

For criteria referring to relationships with other relevant organisations...

- v Cycling strategy makes no reference to specific organisations - 0 point
- v Cycling strategy makes reference to relevant organisation - 1 point
- v Cycling strategy outlines the roles of the partner organisations in achieving this -3 points
- v ½ point for each policy quote/target from a named partner organisation included in the LTS/Cycling Strategy

Scoring Scheme D

For criteria linking to areas of the Local Authority's policy outside transport...

- v Award half a point for each of the below policy areas which is referenced in the cycling strategy.
 - o Local structure and development plans
 - o Public health/ health promotion
 - o Social inclusion
 - o Education / schools
 - o Air quality

1. Responsibilities**Local Authority:****Questionnaire respondent:****Respondent's job title:****Their contact number:**

1.1 Is cycling your only/primary/ minor role? _____

1.2 Does any one else have responsibility for cycling? Yes No 1.3 Who is the lead officer for cycling strategy and development ?
_____1.4 If Yes, who is it, what is their job title and department ?

1.5 How much of your time is spent on cycling?

_____ less than 1 day a week _____ 1 to 3 days a week _____ 5 days a week

1.6 Describe your tasks relevant to cycling:
_____1.7 What level is your post within the organisation?
_____1.8 Do you feel that you would benefit from further training? Yes No 1.9 If Yes please describe what type of training
_____**2. Cycling Strategy and planning**2.1 **Cycling Strategy:** is there a cycling strategy in place ? Yes No 2.1.1 Who in the Local Authority uses the cycling strategy – just the cycling officer or other relevant officers (eg engineering)?
_____2.1.2 How is the strategy being incorporated into internal guidance documents, such as vulnerable user audits, guidelines for road infrastructure in housing developments, etc?

- 2.1.3 Describe the 'model' cyclist the strategy is targeting, eg novice child or experienced adult?

2.2 Green travel plans:

- 2.2.1 Have any workplace / further education and/or school travel plans been developed that include cycling? If so please give brief outline.

- 2.2.2 Are there any Safer Routes to Schools projects? Yes No

- 2.2.3 Describe how successful the implementation of these workplace, school travel plans and Safe Routes to Schools projects has been

___not successful at all ___moderately successful ___very successful

Explain:

- 2.2.4 What financial/other assistance is available from the Local Authority, other than Cycling Walking Safer Streets (CWSS) ?

- 2.2.5 What proportion of C.W.S.S is spent on cycling projects

3. Review, targets and monitoring

3.1 Review:

- 3.1.1 Have 'cycle review' type procedures been used to assess existing provision for cyclists? Yes No

- 3.1.2 Which guidelines for 'auditing' do you use, for proposed new developments for cyclists?

A formal method for assessing the quality of both new and existing cycle routes is described in:-

- IHT Guidelines for Cycle Audit and Cycle Review, 1998). Yes No
- Cycling By Design Yes No

- 3.1.3 Is there a process for evaluating new provision for cyclists after it has been put in place ? Yes No

3.2 Monitoring:

- 3.2.1 Is there any counting of cyclists / monitoring of usage of facilities provided for cyclists? Yes No

- 3.2.2 How well would you rate your LA on monitoring coverage and use ?

(no coverage / use) 1 2 3 4 5 (high coverage / use)

3.3 Targets:

3.3.1 Are there targets for growth in cycling rates? Yes No

3.3.2 What are these targets?

3.3.3 What is the justification for these targets?

3.3.4 Are there targets for cycling casualty reduction ? Yes No

3.3.5 What are they and are these less or more onerous than the national target?

3.3.6 What is the justification for these targets?

3.3.7 How does the LA go about achieving these targets?

3.3.8 Are there any other targets, eg for cycle parking provision, for number of children being trained?

4. Stakeholder Engagement

4.1 Do you consult with all relevant cycling groups and with members of the public?
Yes No

4.2 How is this done?

4.3 Is there a local cycling forum? Yes No

4.4 How active is it?

___not active at all ___occasionally active ___very active

Explain:

4.5 How extensive has the consultation with other stakeholders been, eg major employers, health authorities / trusts / education authorities / schools / colleges / public transport providers?

___minimal ___reasonable cover ___extensive

Explain:

4.6 Are survey techniques used to identify any additional requirements ? Yes No

4.7 Who is targeted through these surveys?

4.8 Do you consult with adjacent Local Authorities to secure integration of cycling facilities?

Yes No

5. Council commitment

5.1.1 How does the cycling officer interface with work travel plan and school travel colleagues?

5.1.2 Does the cycling officer work with colleagues responsible for development control?

Yes No

5.1.3 If yes please describe how this is done

5.1.4 Is there any consultation with air quality management colleagues? Yes No

5.1.5 Are there links with social inclusion and disability colleagues? Yes No

5.1.6 Is there a need for training of any of these colleagues in cycling? Yes No

5.1.7 Who are the champions for cycling within the authority, in which departments and on which committees?

5.1.8 Describe the position of elected members on cycling?

- 5.1.9 How do you as the cycling officer interact with these departments, the committees and elected members?

5.2 Leadership and Best Practise:

- 5.2.1 Is the authority setting an example by having its own green travel plan?
Yes No

- 5.2.2 Does the Green Travel Plan target 'increased cycling', and what measures are proposed/in place to deliver increased cycling?

- 5.2.3 Is there a bike mileage rate or other incentive to cycling? Yes No

- 5.2.4 Is there a bicycle user group? Yes No

6. Infrastructure

6.1 Internal guidance and procedures

- 6.1.1 Are 'cycle review' type procedures used to assess existing provision for cyclists?
Yes No

- 6.1.2 Are 'cycle audit' type procedures used to check new road schemes for their suitability for cyclists?
Yes No

- 6.1.3 What procedures are followed by development control in considering cycling?

- 6.1.4 Does road maintenance cover cycle routes? Yes No

- 6.1.5 How are rights of way issues addressed?

- 6.1.6 Are there cycle parking standards? Yes No

- 6.1.7 If so, how are they applied?

6.2 Engineering:

- 6.2.1 What guidance are engineers using?

6.2.2 Has the Local Authority developed its own guidance? Yes No

6.2.3 How are new road and cycle schemes evaluated for cycle friendliness ?

6.2.4 Is cycling considered in the development of all new road schemes ? Yes No

6.2.5 Describe what additional training is required ?

6.2.6 Are any of the engineers themselves cyclists? Yes No

6.2.7 Does the A.I.P Unit consult with the cycling officer when carrying out a safety audit ?

6.3 Types of journeys:

6.3.1 What types of utility journeys are catered for (to school, to workplaces, to rail and bus stations, to hospitals, to shops)?

6.3.2 What is the relative priority given to utility journeys versus leisure journeys?

6.3.3 Where there is a National Cycle Network, does it facilitate utility journeys?
Yes No

___very little ___some ___many

Explain:

6.3.4 How has this been achieved – eg is this a design intent of the NCN or has the authority negotiated a re-routing or built links it so that it enables utility journeys?

6.4 On-road provision:

6.4.1 Are traffic management measures in place to reduce traffic volumes ? Yes No

6.4.2 Are traffic calming measures in place to reduce speeds closer to that of cyclists?
Yes No

6.4.3 Is adequate space given over to cyclists and pedestrians? Yes No

6.4.4 Are junctions being treated appropriately? Yes No

6.4.5 Do you consider that the police are enforcing speed limits? Yes No

6.4.6 Do you have a cycle route signway strategy ? Yes No

6.5 Safety:

6.5.1 Are signalled cycle crossings (toucans) necessary for the cycle network?
Yes No

6.5.2 Are advanced stop lines used at traffic lights? Yes No

6.5.3 Are there any unsignalled cycle priority crossings? Yes No

6.5.4 Are there any roundabouts with safe provision for cyclists? Yes No

6.5.5 Are there any contra-flow cycle routes? Yes No

6.6 Off-road provision:

6.6.1 Is the focus on leisure/tourism or on utility trips?

leisure tourism utility

6.6.2 How are routes signposted?

6.6.3 Are they shared with pedestrians / other non-vehicular users? Yes No

Explain:

6.6.4 Is there any segregation? Yes No

6.6.5 How is this achieved?

6.7 Maintenance:

6.7.1 What allocation to maintenance has been provided for in the budgets?

6.7.2 What inspection is carried out?

6.7.3 What maintenance is carried out?

6.8 Integration with public transport:

6.8.1 Is there a programme to improve parking at railway and bus stations? Yes
No

6.8.2 Does the programme for cycle routes target improved access to railway and bus stations? Yes
No

6.8.3 Describe the steps being taken to improve bike carriage on public transport?

6.9 Cycling and road schemes:

6.9.1 What/Where are the Local Authorities flagship cycling schemes?

6.9.2 What makes them so important?

6.9.3 Where are the major new roads and new housing/industrial/commercial/retail developments?

6.9.4 How have cyclists been provided for in these schemes?

6.9.5 Which cities/towns within the authority have good provision for cyclists?

7. Cycle Training

7.1 Is there adult cycling training?

Yes No

7.2 What ages of schoolchildren are provided for?

7.3 How is the training undertaken ?

___ off road ___ on road

7.4 Who provides the training ?

___ volunteers ___ professionals

7.5 Is there a charge?

Yes No

8. Promotion of cycling

8.1 Are maps of cycle routes available?

Yes No

8.2 Describe these maps

8.3 Is there any other information on cycling available, eg posters, leaflets?

8.4 Describe how cycling is promoted to the public?

8.4.1 What is the focus of promotional campaigns ?

___ utility journeys ___ leisure ___ health benefits

8.5 What support is there for Bike Week / Bike to Work days?

___ none ___ minimal ___ substantial

Explain:

9. Priorities

9.1 Have the barriers to sustainable transport been tackled in the Local Transport Strategy ?

Yes No

9.2 Are there short and long term goals for sustainable transport in the Local Transport Strategy ?

Yes No

9.3 Is there a clear identification of solutions with respect to cycling and an unambiguous hierarchy of priorities?

Yes No

9.4 Describe your LA's hierarchy for sustainable transport ?

10. Resources

10.1 What financial and manpower resources are committed to cycling?

10.2.1 What proportion of the total transport budget does this financial commitment represent?

10.3 What proportion is capital, what proportion is revenue?

11. Progress

11.1 What do you think are the principal highlights of the last year in terms of improving facilities for cyclists?

11.2 What other important things are you doing for cyclists (eg road safety audits)?

11.3 What additional support, resources or services would you like to see to develop cycling within your Local Authority?

12. Any additions or comments:

13. Names / contacts:

- 🚲 Access officer:
- 🚲 Active travel coordinators:
- 🚲 Health Board / physical activity officers:
- 🚲 Public transport commissioner:
- 🚲 Tourist Board:
- 🚲 Cycling Forum:
- 🚲 Other cycling groups:
- 🚲 Regional Transport Group:
- 🚲 Others

A guide to the Local Authority summary reports - criteria and scoring scheme.

The Local Authority summary reports are based on eight key criteria by which each Local Authority's performance on cycling has been assessed.

Each of the eight criteria has been given a rating within a scoring range of 0 to 5. Scores were derived from information gathered from a series of detailed proformas, meetings and discussions.

A guide to what each score signifies, is set out below for each of the eight criteria. It must be stressed that this is only a guide developed originally for internal use - rather than an absolute description of the conclusion from the assessment. However, the descriptions for each criterion should equate reasonably well to the score given by the development officer for each Local Authority.

Cycling Strategy

This is a rating of the key strategic documents with the power to influence cycling in the authority. These documents have been assessed by means of an in-depth proforma. Through these policy and strategy documents, the Council's commitment to the encouragement of cycling through other programmes such as travel plans, health programmes, road safety and integrated transport, is assessed. Scores should roughly equate to the overall descriptions below.

0 No evidence of consideration of cycling. Nobody in the Council talks to other local bodies about transport or perhaps even to their own colleagues, so cycling relevant projects are non-existent.

1 Some limited evidence and very limited interest in the encouragement of cycling and its links to integrated transport, road safety and health programmes, although they may be working to help produce travel plans. They may even have a travel plan officer but one who is reluctant to encourage cycling to school because it is 'too dangerous'.

2 Still limited overall evidence, but with some areas quite well covered. However, quality will be poor overall. Good/best practice will be the exception rather than the rule. Some officers may be on board, and perhaps there is some liaison with the health authority, but the work is patchy and not seriously supported from above. Road safety officers do some "safe routes" education support in schools but it's mostly about the children having to take care and be good near the road.

3 Good evidence but of mixed quality. This will include some good/best practice. The authority should demonstrate a willingness to learn and improve. Management want to get the policy and planning right, but there are still some real deficiencies and some senior staff are not totally supportive which hinders the chances of getting the health authority or local public transport managers on board.

4 Very coherent practice. There is substantial evidence, most of which will demonstrate good/best practice. The authority will have a very positive attitude towards cycling. Travel plans are being developed with full support from the authority and the messages and value of these are internalised. Road safety and safe routes work are well integrated to policy statements, giving positive messages about cycling. There are plans afoot for cycling and health promotion

projects and for a cycle-friendly transport interchange – the bottlenecks lie in other bodies. The council has a travel plan and is making good progress on implementing it. Although there may still be the odd sticking point they are setting a good example to others. Overall practice is very good.

5 A shining light of best practice across the board. Substantial evidence which will consistently demonstrate best practice. The authority will be fully committed to cycling and will seek to innovate and lead in developing policy and practice. The council's own travel plan and its implementation are a fine example to others. The outward looking approach in the authority and the excellent example it sets through its own action has made it possible to.

Guidance, audit and review

The extent to which audit and review is incorporated as a routine tool for assessing and recommending the existing and proposed cycling network.

0 Cycling not considered at all.

1 Cycling is only ever considered as an afterthought and changes seldom, if ever, result. Cycle audit may have been mentioned, but that's all.

2 There has been some consideration of cycling in local planning and development control guidelines but these are not rigidly enforced by officers. Some cycle audit may have been carried out but only on a limited number of schemes.

3 There is some good practice and the guidelines for securing development gain are reasonable, although the pressure on developers to implement these is often not as strong as it should be. Cycle audit of new schemes is policy but training of officers for this could be improved, although the authority is trying to. Some auditing of the existing network may have been carried out.

4 Good practice is the norm and the land use planners and highways development control officers talk to each other and understand each other's needs. Planning, development control and highway engineering guidelines internalise the needs of cyclists and regularly deliver development gain of benefit to cyclists. Cycle audit of all proposed schemes is robust and very well implemented. A programme for auditing the existing network has been developed and is being implemented.

5 Bell 4, but best practice across the board in terms of securing development gain. Cycle review of existing network is well underway or complete and well documented. Some changes as a result of this may already have been implemented.

Targets and monitoring

An indication of the extent to which targets and monitoring of cycling development are incorporated and used as markers for success and / or change.

0 No real targets and no real monitoring. Cyclist casualty targets do not count as these must be included, although some may even succeed in failing here.

1 There may be some limited evidence of monitoring cycle use and/or there is a derogatory target/targets, but there will be no evidence of a desire to improve on this. Base rates are taken from out-of-date figures, possibly as early as the 1991 census.

2 There is a reasonable target to increase cycling but limited evidence of monitoring. There may be a stated intention to improve on both, but it hasn't happened yet. Base rates derived from out-of-date national rather than local figures. There may be some other targets for travel plans or training although the overall picture is very vague.

3 The authority has some reasonable targets for cycling and intends to expand these. It recognises the need to collect good information and in many cases is doing so but still falls short.

4 Good targets which cut across all the relevant areas of cycling. These are backed up with robust monitoring, which has formed the basis of the targets. There is a programme in place for further data collection. Whilst the authority may still have some areas where it needs to do better, it has plans to put these right.

5 Base cycling data, targets and monitoring are derived from regular local surveys that are comprehensive and all-embracing. They show clearly how the authority sees its role in achieving NCS targets. This is really best practice showing that it can be done and done well.

D. Stakeholder engagement

A measure of the extent to which user groups, and local stakeholder organisations are involved in the planning and delivery of cycling developments.

0 “We tell people what we’re going to do and they’d better like it because we’ll do it anyway. They get to vote don’t they?”

1 They have a consultation group but meetings are infrequent and the agenda is far from allowing real consultation on the range of issues cycling groups want to talk about. There is little or no evidence of internal consultation.

2 There is consultation and a group meets regularly. However, the overall picture is rather piecemeal and often depends on the officer managing the scheme. No formal internal consultation. The cycling officer might get asked for his/her opinion, but only if the officer designing a scheme likes them. Local stakeholders are far from impressed by the council's consultation.

3 There is a formal structure for consultation and regular meetings are held. Sometimes the feedback and results of these are very positive but often the results can be less successful depending on how officers responsible have internalised policies and best practice in cycle provision.

4 There is a formal structure for both internal and external consultation that is adhered to carefully and is regular. Customer satisfaction is obvious although there may still be some issues where genuine grievances occur. On the whole the authority is seen as supportive, listening and responsive.

5 The authority's stakeholder engagement activities constitute not just consultation but participation. It engages stakeholders on everything and is

clearly an example of best practice across the board. Cycling groups are used to evaluate what the council proposes as well as what it actually implements. Both internal and external customers speak very highly of the authority and how it listens and responds.

Council / Local Authority Commitment

The commitment of the organisation to cycling, based on evidence from other documents, financial resources, professional training and meetings with officers and other stakeholders.

0 “So what is this cycling thing?” Cycling may be mentioned somewhere but not in a positive sense. An example is a cycle-unfriendly road safety strategy, or documents that talk about cycling problems and offer solutions that require doing things to or by cyclists rather than for them.

1 Cycling is on the agenda, but at the bottom. There may be nice words said about it, sometimes, but when it comes to action it usually gets forgotten about.

2 Cycling is definitely on the agenda and sometimes even at the top, but there is a lack of joined up thinking and some key figures are not on board. The council is preparing its own staff travel plan but is stalling because of perceived costs. However, there should be evidence of a willingness to improve its focus on cycling.

3 The authority is trying and really wants to get it right. However, there are still some key organisational barriers to be overcome although it is felt that they will be. The council has a travel plan but still needs to make some real progress on implementing it and on some of the other aspects. Overall, practice is reasonable.

4 On the whole an authority very committed to cycling but there still is a nagging doubt somewhere, e.g. continuing professional development or staff training might not be given due attention. The council’s staff travel plan and its implementation are a good example to others. It falls just short on some things but is very good on most.

5 Ah, the nirvana of best practice! You would like to move here. Total internalisation and best practice nearly everywhere you look. Everyone else thinks so too.

F. Infrastructure

This is the rating given to different types of infrastructure provided for cyclists.

0 There is almost non-existent or no infrastructure for cyclists or at least none provided by the Local Authority.

1 There is some infrastructure, perhaps even a reasonable amount, but it might have little strategic purpose or suffer from poor maintenance. The council has no programme to implement a network.

2 Infrastructure is in place and in some places provision is OK. However, the network, if one exists, is somewhat disjointed and maintenance may be poor overall. There may be evidence of things improving but there still is a long way to

go. New build is of varying quality depending on the design engineer and their affinity with best practice.

3 There is a reasonable amount of infrastructure and in some areas there are examples of good practice and innovation. The authority is trying and really wants to get it right. However, there are still some key areas where practice falls far short of best practice. With encouragement the shortcomings should be overcome. There is a substantial proposed network that is being implemented and which has the support of local cycling groups, but progress could be better.

4 There is a substantial and well-used network that is well maintained and there is an ambitious programme of work to continue improvements. Local cycle groups are on the whole very happy with the council's approach although there may be one or two areas where they feel things could be better. The council has not been afraid to pioneer some new ideas and on the whole there is plenty of evidence of best practice.

5 There is an excellent network in place and continuing work to improve on this. Best practice is the norm throughout and all aspects of infrastructure are catered for at every opportunity. This is no hesitation to make difficult decisions on design, removing road space from cars being council policy wherever gains for cyclists can be achieved. Maintenance of cycle facilities is excellent.

G. Cyclist training

Quality and quantity of training provided to cyclists by the Local Authorities has been assessed by means of a detailed questionnaire.

0 Cyclist training is not offered or is virtually non-existent.

1 There may be some training for children and perhaps even some other training, but the latter has no real uptake demonstrating a lack of promotion and commitment. Child cyclist training may include some reasonable practice, but there will be some shortcomings and a serious limitation in availability.

2 There may be reasonable coverage in terms of child cyclist training and even some adult or teenage training on offer. However, while some practice will be good there is still considerable room for improvement in quality and in the availability and scope of provision.

3 There will be considerable evidence of good practice for child cyclist training and/or adult and teenage training. There will also be evidence of innovation, although there will be some limitations of availability. With encouragement and progress this authority could be a real example of best practice.

4 Best practice is the norm and the authority is fully committed to providing a full range of cyclist training services. There is real innovation and while some areas still need improvement the limitations will be through lack of current funding rather than there being no desire to achieve.

5 Training is available to all. Best practice is the norm throughout and the authority is constantly reviewing its provision and seeking to improve it. This is a shining light to all others. There is total commitment to training.

Promotion/marketing

The extent to which promotion and marketing is used to change attitudes towards cycling and raise awareness of existing and new infrastructure and facilities.

0 “Cycling, now isn’t that something people used to do?” The authority believes that if nobody cycles there is no reason to promote cycling.

1 “We put something on cycling in a health leaflet last year!” They have done something, very limited, but nothing coherent, sustained or of any quality. Perhaps there is an out-of date cycle map. Perhaps an event or two is held for National Bike Week, but not consistently, and no effort is made to build on it for the rest of the year. There is no budget or strategy for cycling promotion.

2 Some examples exist of promotion. However, these are still mainly limited in quality and in need of better coordination and commitment. There will be some leaflets but these are not distributed widely enough, or are somewhat uninspiring. There will probably be some events in National Bike Week but little or no serious follow up through the rest of the year.

3 There is an overall strategy for promotion that is being implemented, with budget allocated, and the authority is really trying, but they still have plenty of room for improvement. However, you feel given the right encouragement they will get there.

4 There is a good strategy that is being actively and enthusiastically implemented with good financial support. Promoting cycling is understood as involving more than just printing cycle maps and supporting BikeWeek. Promotional activities include a range of events throughout the year, and materials are produced on a variety of topics. This approach permeates the whole authority although there may still be the odd problem or barrier.

5 This authority really likes cycling and wastes no opportunity to promote it in innovative and interesting ways. They know where they’re going on cycling and as a result of their excellent promotion so does everybody else. They have leaflets and maps available at key locations. They have route boards up. They support Bike Week and other promotions but the level of support continues throughout the year. Staff might even have been given training in how to do marketing so they aren't just working at this blind.

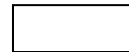
Target Groups: Access Officers

Local Authority:		Name:		
		Post:		
NO.		Yes	No	Don't Know
1.	Do you work within the Local Authority's Access and Community planning structures ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Rate the priority your Local Authority gives to cycling within their access strategy. (1 is low, 5 is high) 1 2 3 4 5 1			
3.	Is the Access Strategy linked to ?			
	- the cycling strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	- local transport plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	- local access forums	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	- community planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Have partnerships been set up with:			
	Local Authorities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Scottish Natural Heritage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Paths for All	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (detail)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	How many local access forums are you currently involved with ?			
6.	Is there any representation of cyclists on the local access forum ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Have you identified the Core Path Network ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	If yes, give brief outline e.g. mileage, locale etc			
8.	Are sufficient funds available to carry out the development of the core path network?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	If no, give details of what levels of funding would be required to develop the network:			
9.	Do you consult user groups where appropriate once measures have been put in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	If yes. What measures have been put in place?			

Target groups: Schools, School Travel Plan Coordinators

Local Authority:		Name:		
		Post:		
NO.	Use tab key to navigate the document, click with the left hand mouse button to select an option, type in text boxes	Yes	No	Don't Know
1.	Does the Local Authority consult with schools regarding cycling development planning ?	<input type="checkbox"/>	<input type="checkbox"/> If no, go to Qu. 3	<input type="checkbox"/>
2.	If yes, does it do this through:			
	- community planning ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	- travel plan ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	- cycling forums ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	- surveys ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	- other (specify) ?			
3.	How would you rate your Local Authority with regard to the planning and development of cycling. Not very good 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> excellent			
4.	Do you think the Schools have given adequate priority to cycling in general ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Have any School sites in your area undertaken a survey of travel patterns / desires ?	<input type="checkbox"/>	<input type="checkbox"/> If no, go to Qu. 6	<input type="checkbox"/>
	If yes, note where: - - -			
6.	Have travel plans been prepared for any Schools sites ?	<input type="checkbox"/>	<input type="checkbox"/> If no, go to Qu. 9	<input type="checkbox"/>
7.	If yes, does cycling feature within these travel plans ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Where travel plans have been implemented, what support (financial and technical) has been made available and from where (detail below): - - -			

No.		Yes	No	Don't Know
9.	What measures are proposed for cycling ?			
	Safe routes ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Secure parking ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Signposting ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Training ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other, detail: - -			
10.	Who took the lead in developing travel planning for this / these sites ? -			
11.	Is cycle training available ?:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	If yes, give details:		If no, go to Qu12	
12.	Are there any school based cycling clubs within your Local Authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	If yes, give details: - - -		If no, go to Qu13	
13.	Are there any good examples of cycling provision that has resulted from implementation of a school travel plan or safe route to school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	If yes, give details:		If no, go to Qu14	
14.	Are there any measures in place to assess whether any of these initiatives are successful, eg counters, monitoring ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	If yes, give details: -		If no, go to Qu15	
15.	What improvements would you suggest, to develop cycling in your Local Authority area ? -			



Target groups: Health Improvement / Public Health Coordinators – Local Authorities

Organisation:		Name:		
		Post:		
NO.		Yes	No	Don't Know
1.	As Health Improvement Officer, do you contribute to the planning and / or development of the Local Authority's Cycling Strategy or Local Transport Strategy ?			
2.	Are you involved in any programme / projects involving cycling development ?			
	If yes, please detail: - - -			
3.	Are you involved in any programme / projects involving Active Travel ?			
4.	If yes, please detail: - - -			
5.	Do you think the Local Authority has given adequate priority to cycling, as part of encouraging Physical Activity?			
6.	Do you know of any local organisations (businesses or NHS sites) who have undertaken a survey of travel patterns / desires in your area ?			
7.	If yes, please detail: - - -			
8.	Do you know of any organisations who have Bicycle User Groups ?			
9.	What measures are proposed within the Local Authority for cycling ?			
	Safe routes ?			
	Secure parking ?			
	Showers ?			
	Bike mileage rates ?			
	Other, detail: -			
10.	Please give examples of what you think is good practice in cycling development within your Local Authority ? - -			

	- -			
11	Are there measures in place to assess whether any of the travel planning / cycling development are successful e.g. counters, usage monitoring ?			
12	If yes, give details - - -			
13.	What improvements would you suggest, to develop cycling in your Local Authority / Health Board area ? - - - - - -			

Many thanks for your time, please email responses to:

lornarenwick@cyclingscotland.org

jimriach@cyclingscotland.org

Target groups: NHS Board, NHS Trust - Physical Activity, Active Travel Coordinator

Organisation:		Name:		
		Post:		
NO.		Yes	No	Don't Know
1.	Does the Local Authority consult with NHS Board with regarding cycling development planning ?		If no, go to Qu. 3	
2.	If yes, does it do this through:			
	- community planning ?			
	- joint health improvement plan ?			
	- cycling forums ?			
	- surveys ?			
	- other (specify) ?			
3.	Do you think the NHS Trusts have given adequate priority to cycling, as part of encouraging Physical Activity?			
4.	Have any NHS sites in your area undertaken a survey of travel patterns / desires ?		If no, go to Qu. 5	
	If yes, note where: - - -			
5.	Have green travel plans been prepared for any NHS sites ?		If no, go to Qu. 8	
6.	Where green travel plans have been implemented, what support (financial and technical) has been made available and from where (detail below): - - -			
7.	Has the Trust consulted with the Local Authority when developing its GreenTravel Plan ?			
8.	What measures are proposed for cycling ?			
	Safe routes ?			
	Secure parking ?			
	Showers ?			
	Bike mileage rates ?			
	Other, detail: -			
9.	Who took the lead in developing travel planning for this / these sites ?			

	- -			
10.	Is there an exercise referral system operated by health professionals in your Trust:		If no, go to Qu11	
	If yes, give details (are bikes / cycling groups involved?): - - -			
11.	Are there any bicycle user groups at any NHS site in your Trust ?		If no, go to Qu12	
	If yes, give details: - - -			
12.	Are any sites / employers in your Trust registered with SHAW ?	No.=	If no, go to Qu14	
13.	Of these SHAW employers, are there any Cycle Friendly Employers or support cycling to work ?			
	If yes, give details: - - -			
14.	Are there any measures in place to assess whether any of the travel planning / bicycle interventions are successful, eg counters, monitoring ?		If no, go to Qu14	
	If yes, give details: - - -			
15.	What improvements would you suggest, to develop cycling in your Local Authority / Health Board area ? - - - - - -			

Target Groups: Health Promotion Advisers, Health Improvement Managers, (Physical Activity Coordinators, Active Travel Coordinators),

Organisation:		Name:		
		Post:		
NO.		Yes	No	Don't Know
1.	Are priorities for cycling expressed clearly within the:			
	- physical activity strategy ?			
	- community planning process ?			
	- joint health improvement plan ?			
	- cycling forums ?			
2.	Has the Local Authority consulted with stakeholders in development of a Physical Activity Strategy ?		If no, go to Qu 3	
	If yes, note where: - - -			
3.	Have any of the measures proposed in the plans indicated above been successful ?			
4.	How has this success been measured ?			
	-			
	-			
5.	Are you involved in any monitoring or counting of cycling activity ?		If no, go to Qu 6	
	If yes, give detail: - - -			
6.	Can you name any good examples of provision for cyclists that has come from a Physical Activity Strategy or the Community Plan ?		If no, go to Qu.7	
	If yes, give detail: - - -			
7.	What improvements would you suggest, to develop cycling in your Local Authority area ?			
	-			
	-			

Target group: Chief Exec. Local Tourist Board

Organisation:		Name:		
		Post:		
NO.	Question	Yes	No	Don't Know
1.	Which of the Local Authorities in your area, do you think has given adequate priority to cycling provision ? Detail which:			
2.	Which of the Local Authorities in your area consult with the local tourist board / tourism organisations regarding cycling developments ? Detail which:			
3.	Have you consulted with any Local Authority on cycling matters ? Detail which:			
4.	Has a survey of cycling patterns / desires been carried out in your area ?			
5.	Have any cycling leaflets / maps been prepared for your area ?		If no, go to Qu 6	
	If yes, for which area and by who ? ☺ ☺ ☺			
6.	Does your area's Tourism Plan include cycling ?			
7.	Is there a Strategy specifically for cycling in your area ?			
8.	Have you assessed the impact of cycling on tourism ?		If no, go to Qu. 9	
	If yes, how was this done ? ☺ ☺ ☺ ☺			

NO.	Question	Yes	No	Don't Know
9.	How many sites have cycle friendly accommodation in your area ? Detail: 𠂇 𠂇 𠂇		If no, go to Qu. 10	
	Is this cycling accommodation well placed for cycle routes ? Detail: 𠂇 𠂇 𠂇			
10.	Are there luggage support services for cyclists ? 𠂇 𠂇 𠂇		If no, go to Qu 11	
	If yes, detail: 𠂇 𠂇 𠂇			
11.	Are the cycle routes well integrated with public transport to facilitate trips ?			
	Please give detail, if responded yes or no: 𠂇 𠂇 𠂇			
12.	Other comments:			

Local Cycling Groups Questionnaire: Target Groups: SCU Centres, CTC DA's, Cycle Campaign Groups

1. Please list the Local Authorities that your groups work/activities covers.

A.
B.
C.
D.
E.
F.
G.

For the rest of this form please use the corresponding letter for all other reference of that LA in this form.

2. What do you consider is the fundamental local issues that need addressing to increase cycling levels for your group within each Local Authority.

A.
B.
C.
D.
E.
F.
G.

3. Have the Local Authorities involved your group in decisions on the following:
(**tick box if yes**)

	A	B	C	D	E	F	G
Detailed cycle route planning							
Specification of traffic management and traffic calming measures							
Design of junctions and roundabouts							
Design of road crossing points							
Specification of cycle parking							
Workplace and school travel plans							
Determining opportunities for cycling in new developments							
Preparation of maps and guides							

4. Does the implemented cycling provision (routes, parking etc) match what has been proposed and or agreed in the Local Transport Strategy or Cycling Strategy ?
Yes No

If no, please specify below:

5. Have the Local Authorities involved your group in review of cycle provision

Tick box appropriate to corresponding L.A.

Local Authority	Yes	No
A.		
B.		
C.		
D.		
E.		
F.		
G.		

6. Please mark each Local Authority on the following:

Place tick in appropriate boxes

	For each Local Authority do you perceive a focus on:	For each Local Authority do you perceive a focus on:	Is there adequate signage	Is there adequate provision for interchange with public transport
A.	Leisure Routes <input type="checkbox"/> or Utility Routes <input type="checkbox"/>	Off Road routes <input type="checkbox"/> or On-Road routes <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>
B.	Leisure Routes <input type="checkbox"/> or Utility Routes <input type="checkbox"/>	Off Road routes <input type="checkbox"/> or On-Road routes <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>
C.	Leisure Routes <input type="checkbox"/> or Utility Routes <input type="checkbox"/>	Off Road routes <input type="checkbox"/> or On-Road routes <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>
D.	Leisure Routes <input type="checkbox"/> or Utility Routes <input type="checkbox"/>	Off Road routes <input type="checkbox"/> or On-Road routes <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>
E.	Leisure Routes <input type="checkbox"/> or Utility Routes <input type="checkbox"/>	Off Road routes <input type="checkbox"/> or On-Road routes <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>
F.	Leisure Routes <input type="checkbox"/> or Utility Routes <input type="checkbox"/>	Off Road routes <input type="checkbox"/> or On-Road routes <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>
G.	Leisure Routes <input type="checkbox"/> or Utility Routes <input type="checkbox"/>	Off Road routes <input type="checkbox"/> or On-Road routes <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>	Y <input type="checkbox"/> /N <input type="checkbox"/>

7. Are there any particularly good examples of provision for cyclists (routes and or parking). Please give details and the Local Authority it is in.

Local Authority	Examples of good practice in cycling development / provision
A B C D E F G (please circle)	Details:
A B C D E F G (please circle)	Details:

A B C D E F G (please circle)	Details:
A B C D E F G (please circle)	Details:

8. What does your organisation view as the three key steps needed to increase cycling levels in your organisations area. ***Please detail below:***

1.	
2.	
3.	

Appendix 7: Summary of good practice in Local Authorities

As part of the compilation of the Local Authority summary report, Cycling Officers were asked to indicate good practice in their area, in conjunction with observations made by the Cycling Scotland Development Officers. These are summarised alphabetically by Local Authority below, and indicate a bias towards infrastructure, with much fewer examples given within the areas of; targets and monitoring, stakeholder engagement and cycle training. No examples were supplied for the use of cycle audit and cycle review.

Responsibilities and resources

- Aberdeenshire - Appointment of Travel Plan Coordinator (position currently vacant)
- Angus - Spending of CWSS is tied in well with LTS and safer routes to school, with two thirds allocated to cycling.
- Inverclyde - Proportion of Cycling, Walking and Safer Streets (CWSS) money devoted to cycling projects.
- South Lanarkshire - Funding established for Cycling Training Officer (one year only).

Cycling Strategy

- Aberdeen - Cycling Strategy reflected well in LTS.
- East Ayrshire - Prominent mention of cycling's role in reduction of car dependency in the aims of the LTS (Aim 2).
- East Renfrewshire - Prominent mention of commitment to development of cycling in LTS.
- Inverclyde - Identification that LTS can be used to encourage modal shift to cycling for environmental and health benefits.
- North Ayrshire - Local Transport Strategy states Local Authority commitment to the promotion of walking and cycling as part of the 'Programme of Action' laid out in the local context of the introduction.
- North Lanarkshire - Recently commissioned Cycling and Walking Strategy.
- Renfrewshire - LTS - Vision Statement and Introduction feature cycling, with a commitment to achieving modal shift and allowing people who choose to walk or cycle to do so in safety.
- South Ayrshire - Extensive LTS with good cross referencing and background information on cycling, and commitment to provide cycle facilities as part of main roads.
- West Dunbartonshire - Prominent commitment to reduce car use and support walking, cycling and public transport as introductory paragraph of Local Transport Strategy Executive Summary.

Guidance, audit and review

None noted.

Targets and monitoring

- Aberdeen - European Safety Award 2004 for interventions to meet casualty reductions targets, and the Safety Category of the Scottish Transport Awards 2004.
- Angus - Cycle flow analysis report.

Stakeholder engagement

- Angus - School surveys and evaluation for Safer Routes to School
- East Ayrshire - Partnership with Sustrans on NCN Route and town centre links.

Council / Local Authority commitment

- Aberdeen (NESTRANS) - Sustainable Transport Grants Scheme, enabling businesses or groups to apply for grants of up to £10,000 for up to 50% of cost for sustainable transport schemes.
- Aberdeenshire - Council Travel Plan including cycling provision now in place.
- East Dunbartonshire - Cycling considered at senior planning level.
- East Dunbartonshire - eDevelopment of e-school travel plan coordinator post.
- Highland - Planning gain from major developers includes new cycle track between West Seafield and Smithton (Tesco) and Peffery Cycle Track in Dingwall (Tesco).

Infrastructure

- Aberdeen - Pedestrian and cycling safety is considered in new developments, resulting in signalled junctions provided in all new developments, rather than roundabouts and advanced stop lines for cyclists being provided as part of planning conditions.
- Aberdeenshire - Development of the Deeside Way linking Aberdeen to Banchory and beyond using an off-road route.
- Aberdeenshire - Formatine and Buchan Way linking Aberdeen to Fraserburgh and Peterhead using an off-road route.
- Dumfries and Galloway - NCN links from outlying community to school and town centre at Locharbriggs.
- Dundee - Green Circular Route.
- East Ayrshire - Clear mapping of Proposed Strategic Cycle Network
- East Lothian - Parking provision at stations.
- East Renfrewshire - A77 on-road cycle lane provides a prominent, direct route on a major road.
- Edinburgh - Cycle Friendly Design Guide (currently being reviewed and expanded by Cycling Scotland).
- Edinburgh - The North Edinburgh Cycle Network is considered a flagship scheme because of its comprehensive nature.
- Falkirk - Grangemouth network with high travel to work by bicycle modal share.
- Falkirk - Routes to stations and improved cycle parking at stations.
- Fife - St Andrews town network, St Andrews to Tay Bridge, West Fife Cycle Way are seen as the flagship schemes, they are well used of a high quality and have received positive user feedback.
- Highland - The Boat of Garten route to school was completed as part of the NCN 7 and links the rural school via a traffic free path to the nearby community of Boat of Garten.
- Midlothian - Cycling infrastructure provision at the new High School Campus at Dalkeith.
- Moray - Completed route from Kinloss to Findhorn using A96 route.
- Moray - Proposals for bridge pathways over railway and A96.
- Orkney - Cycle paths in Stromness and installation of cycle racks.
- Perth and Kinross - Perth commuter cycle routes.
- Scottish Borders - Advisory cycle lanes in Peebles.
- Shetland - Free bike carriage on buses, Cycle parking in Lerwick
- Stirling - Cycle to Station initiative and community links to NCN 76.

- West Lothian - A89 link from West Lothian to Edinburgh, junction at Linlithgow Bridge.

Cycle training

- Argyll and Bute - 70% of cycle training delivered on-road.
- East Renfrewshire - High delivery rate of cycle training.

Promotion of cycling

- Aberdeen – Cycling network map
- Aberdeenshire - 6 on / off road maps covering Aberdeenshire areas.
- Angus - Organising “Bike Roadshows” in local schools.
- Clackmannanshire - Cycle links between communities and production of a cycle and street map.
- Dumfries and Galloway - Caledonian Railway Cycle Route, production of signed and mapped cycle routes.
- Dundee - Bicycle Hire within Camperdown Park run by Country Parks Management
- Edinburgh - Production of 7 cycling / pedestrian leaflets developed from articles in the Council’s newspaper.
- Edinburgh - Production of the Spokes maps of the cycle network.
- Eilean Siar - Cycle Hebrides website.
- Fife - A comprehensive set of maps and web-site exists, increasing promotional activity, events and activities for participants.
- Glasgow - Glasgow City Council won the Scottish Transport Award for cycling and walking and was highly commended in the National Transport Awards. This has resulted in positive press aims to encourage cycle use.
- Glasgow - Major sponsorship of large cycling events e.g. Glasgow Cyclefest, Pedal for Scotland.
- Glasgow - Participation in European Car Free Day – Glasgow City Council included in the Best Practice guide.
- North Lanarkshire - Smartways campaign - website, maps and promotional materials.
- Orkney - Tourist information via website and targeted promotion of cycling.
- Scottish Borders - Town trails, signposted and with associated maps, 4 Abbeys themed route with map and signposting.

Appendix 8 Local Authority Summary Report(s)

The following section contains the summary report(s) for each local authority. These are written specifically for each local authority to track their own progress, and not for comparison with other areas.