Step 1: Clarifying Aims

Q1. Outline the aims/objectives/scope of this piece of work

The Planning for Walking Toolkit is a document that brings together the range of tools that TfL has developed over recent years that can be used to inform design briefs that shape the walking environment across urban streets.

The toolkit is structured to provide planners and designers with a list of options for collecting and assessing data that can then be used to inform design decisions which impact on the walking environment.

The guide is intended to contribute towards creating a more walkable city, improving the experience for people using the public realm and enabling more active travel, by raising aspirations within the project brief. It does not create new design policy but instead references existing policy and design approaches to place a renewed emphasis on the importance of high quality places for walking.

The aim of this document is to reflect the Mayor’s vision for Healthy Streets in London by:

- Raising the aspiration to prioritise walking as part of all urban street design briefs while better balancing the other competing demands placed on London’s streets.
- Referencing a range of tools for planners to respond to the local context and plan for better targeted improvements for walking.
- Setting out design principles to ensure that street improvements for walking deliver comfortable, safe and enjoyable places, so that people choose to walk as part of their daily routine.
Q2. Does this work impact on staff or customers? Please provide details of how.

Indirectly this toolkit will impact on all people in the public realm as its outputs are aimed at shaping street scheme design briefs to give a greater understanding of barriers for walking.

Street design briefs will be informed by the recommended data collection process and the resulting designs would be expected to focus on these issues.

In that respect, the document reiterates the importance of an inclusive design approach and stakeholder engagement in the early design stages of a project.
Step 2: The Evidence Base

Q3. Record here the data you have gathered about the diversity of the people potentially impacted by this work. You should also include any research on the issues affecting inclusion in relation to your work

Consider evidence in relation to all relevant protected characteristics;

- Age
- Disability including carers¹
- Gender
- Gender reassignment
- Marriage/civil partnership
- Other – refugees, low income, homeless people
- Pregnancy/maternity
- Race
- Religion or belief
- Sexual orientation

The drafting of this document pulls together best practice from the following areas:

Transport for London documents:

Collision Levels in Greater London
Streets Toolkit (Streetscape Guidance – 2015)

Transport Assessment Guidance (2019)
The Healthy Streets Check for Designers spreadsheet tool (2018)
Small Change, Big Impact (2017)
Road Task Force Report (2013)

PERS factsheet (2010)

Pedestrian Comfort Guidance (2010)
Street Level Modelling with Legion – Best Practice Guide (2008)
Measuring Pedestrian Activity (2007)

Other referenced documents:

The London Plan (GLA, 2019)
The Mayor’s Transport Strategy (GLA, 2018)
Good Growth by Design (GLA, 2018)
Inclusive London (GLA, 2018)
Guidance for the analysis of STATS19 contributory factors (TRL, 2015)
The Equality Act (UK Government, 2010)

¹ Including those with physical, mental and hidden impairments as well as carers who provide unpaid care for a friend or family member who due to illness, disability, or a mental health issue cannot cope without their support
It is expected that by referencing this broad range of documents, coherent recommendations are put forward within the guidance that are aligned with these Equality Act compliant documents.

Further to the literature review, an Accessibility Forum event was held on 26 November 2018 where we collected data from people representing those with protected characteristics.

Their feedback was sought on the following areas, with a series of questions set out:

1. Experience of a design engagement process
   1.a Which stages of the design process have you been involved in?
   1.b Which design stage do you think is best for you to be involved at?
   1.c What was the most effective engagement activity?

2. Which types of street intervention proposals should accessibility groups be engaged on as a priority?

3. What are the fundamental features that are needed for a street to feel safe and be inclusive?

The feedback highlighted the importance of early engagement and the forum was in broad agreement with the following features being needed as accessible design guidance in the document:

- A perimeter footway along the building frontage with recommended clear widths of minimum 2.0m, to allow two wheelchair users to pass one another.
- A detectable kerb upstand of at least 60mm, to allow all people to know where the footway ends.
- Where a low kerb upstand is applied on a bus route, kerb upstands of 100-140mm should be provided at bus stops, to allow for the bus ramp to deploy at an appropriate angle.
- Tactile paving should be provided at all designated crossing points (using blister paving), to allow for the crossing to cover two strides and be physically detectable.
- A detectable delineator strip and ladder tactile paving should be provided, to delineate cycle tracks from dedicated footway space.
- Controlled crossings should be provided at regular intervals to ensure good connectivity to trip attractors and give certainty in crossing for all road users.
- Uncontrolled crossings with dropped kerbs should be provided at regular intervals, preferably at least every 100m across a main road, to support desire lines and provide access for wheelchair users.
- Tonal contrast should be provided between the footway and carriageway, to provide a clear visual definition for each area of the street.
- Street furniture including temporary or moveable furniture should be located in furniture zones on footways, to enable access for all users and minimise creating an obstruction.
- Encroachment of infrastructure onto footways that does not directly serve pedestrian needs should be minimised; for example, electric vehicle charging points should be positioned such that they do not reduce the effective width of the footway.
- Position formal seating at 50 metre intervals in busy pedestrian areas and where practicable on main walking routes.
- Disabled cycle and car parking spaces should be provided on or near streets which have a public trip attractor, to maintain access for people with limited mobility.
### Step 3: Impact

**Q4.** Given the evidence listed in step 2, consider and describe what potential short, medium and longer term negative impacts this work could have on people related to their protected characteristics?

<table>
<thead>
<tr>
<th>Protected Characteristic</th>
<th>Explain the potential negative impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Age</td>
<td>Y</td>
</tr>
<tr>
<td>Disability including carers</td>
<td></td>
</tr>
<tr>
<td>Gender</td>
<td></td>
</tr>
<tr>
<td>Gender reassignment</td>
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<tr>
<td>Marriage/civil partnership</td>
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<tr>
<td>Religion or belief</td>
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<tr>
<td>Sexual orientation</td>
<td></td>
</tr>
</tbody>
</table>

**Q5.** Given the evidence listed in step 2, consider and describe what potential positive impacts this work could have on people related to their protected characteristics?

<table>
<thead>
<tr>
<th>Protected Characteristic</th>
<th>Explain the potential positive impact</th>
</tr>
</thead>
</table>
| Age                               | Y  
Short term – the document should reinforce the awareness of Sponsors, Project Managers and Designers to focus on pedestrians, the inclusive design approach and more comprehensive engagement and data collection |
| Disability including carers      |                                                                                                       |
| Gender                            |                                                                                                       |
| Gender reassignment               |                                                                                                       |
| Marriage/civil partnership        |                                                                                                       |
|                                   | Medium term – the document should positively impact on scheme briefs and encourage greater levels of stakeholder engagement. |
|                                   | Long term – the document and the associated tools and processes should contribute to creating better and more |
### Step 4: Consultation

**Q6. How has consultation with those who share a protected characteristic informed your work?**

<table>
<thead>
<tr>
<th>List the groups you intend to consult with or have consulted and reference any previous relevant consultation?²</th>
<th>If consultation has taken place what issues were raised in relation to one or more of the protected characteristics?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accessibility Forum meeting – Nov 2018</td>
<td>The following comments were raised as general points in relation to people with protected characteristics:</td>
</tr>
<tr>
<td></td>
<td>• Important to seek out the right local groups to engage with</td>
</tr>
<tr>
<td></td>
<td>• Make it as open as possible, as you can otherwise end up focussing on established relationships</td>
</tr>
<tr>
<td></td>
<td>• Need to work with all groups and bring forth those people who can engage on different needs</td>
</tr>
<tr>
<td></td>
<td>• Local consultation meetings can often have a big turnout, but only one or two disabled people there – making it difficult for them to be heard</td>
</tr>
<tr>
<td></td>
<td>• Challenge of the time involved in staying consulted throughout the process when working on a voluntary basis</td>
</tr>
<tr>
<td></td>
<td>• Organisations like London Vision are really important to making sure that consultations get a good turnout and response rate</td>
</tr>
<tr>
<td></td>
<td>• Local people are not designers – a local resident with a sensory impairment doesn’t understand technical jargon or know the detailed technical solution to the problem.</td>
</tr>
<tr>
<td></td>
<td>• Face to face with site visits using local grass roots groups are especially effective</td>
</tr>
<tr>
<td></td>
<td>• General feeling that all physical interventions are important and need</td>
</tr>
</tbody>
</table>

² This could include our staff networks, the Independent Disability Advisory Group, the Valuing People Group, local minority groups etc.
People with visual impairments were identified with regards to the following:

- The visually impaired community has differing levels of interest and need to be involved - some want to be involved all the way through from the start with detailed input, others see themselves more as ‘users of the service’ and don’t want to be involved throughout. One individual stated that their preference is for as much engagement as possible to try to understand the whole picture in order to contribute meaningfully to the whole process of consultation.

| Pre-engagement with boroughs and local groups | A draft contents page was circulated for comment in December 2018 and the feedback helped to shape the structure of the document. Selected example feedback:

  “The guidance needed is at a much higher level, planning for walking.” LB Hammersmith and Fulham.

  “It would be good to have advice on how to target investment and plan routes.” LB Bromley.

  “Those with mobility issues will find it difficult to walk long distances and will need sufficient seating along the way in order to break up walking journeys. We currently have an issue with cars parking on dropped kerbs and thereby making it difficult for those who are less able to step off the kerb and need a drop kerb to be able to cross the road.” RB Kensington & Chelsea. |

| Living Streets Walking Conference presentation on 26 Feb 2019 | The overarching content was presented to a broad range of interest groups at Living Streets’ annual walking conference and high level feedback was consistent in suggesting there is a need to bring together an approach for applying the range of tools that are currently available to practitioners. |

| Consultation with boroughs and local groups | A consultation draft of the document has been prepared and is expected to go out to boroughs and selected interest groups in June 2019. |
Q7. Where relevant, record any consultation you have had with other projects / teams who you are working with to deliver this piece of work. This is really important where the mitigations for any potential negative impacts rely on the delivery of work by other teams.

A series of internal stakeholder meetings were held in June 2018, where the intention was to review the existing draft Pedestrian Design Guidance and set out a forward plan for producing a document that meets the needs of the business. Five meetings were conducted internally, working with relevant delegates across teams that were identified as potential users or influencers of the document.

The objectives of the meetings were to discuss:

- The role and need for pedestrian design guidance
- How it could fit within the wider suite of guidance documents
- The content of the current draft and whether changes would be required
- Identify common key issues and case studies that should be included

TfL representatives included:
- Delivery Planning – Healthy Streets
- Delivery Planning – Road Danger Reduction
- Spatial Planning – Urban Design
- Spatial Planning – Public Transport
- Spatial Planning – London Plan
- Strategy – Active Travel and Health
- PPS – Programme Sponsorship
- PPS – Network Sponsorship
- PPS – Asset Investment
- Network Operations Support
- Policy
- Transport Infrastructure

The following recurring headlines were noted and were used to shape the proposed approach for drafting the guidance:

1. There is an existing general problem of overly long guidance that is not user friendly.

2. There is a need to bridge the gap between high level aspirations and technical design guidance within this document. It was noted there are lots of existing technical documents for pedestrian infrastructure but a gap in thinking about walking networks and how to design connected links with consistent principles. Therefore this guidance should look at planning for walking in terms of the relationship of infrastructure components and their impact on the performance of the street and the wider public realm.

3. There was mixed feedback on how to overcome the issue of potentially duplicating information from Streetscape Guidance. A design principles led approach would help to steer the document away from repeating most of the technical information.

4. There should be an emphasis on designing for walking as part of a connected journey and the relationship of accessing other transport modes.

5. The guidance should look at designing holistic spaces by avoiding discussing pedestrians in isolation.
Follow-on meetings were held with three groups of specialists in autumn 2018 to discuss:
General planning considerations for pedestrians
Shared space
Planning pedestrian crossings

The feedback from these groups shaped the first draft of the document, titled: The Walking Design Guidance.

A round of internal engagement was conducted in early 2019 on the full draft of the document including the following prompts:

1. Would you use this guidance?
2. Do you feel that the guidance will help to improve the quality of design for walking?
3. Are there any omissions or inaccuracies in the guidance?
4. Are there any other areas you would like to see covered in future iterations?
5. Is the content structured appropriately and pitched satisfactorily?
6. Do you have any additional suggestions to improve the guidance?

All comments were noted in a feedback tracker and the document adapted accordingly. The Diversity and Inclusion team conducted a full review of the document and all comments have been incorporated, with the subsequent redraft awaiting feedback.

The scope of the document was substantially changed following the internal engagement to focus on the principles of good inclusive design and remove reference to a wide range of technical standards which repeat those found in Streetscape Guidance.

The structure of the document was revised to include greater emphasis on pedestrian design principles, data collection tools, network planning and inclusive design; while removing technical content available in other design guidance documents. The name of the document changed to The Planning for Walking Toolkit to better reflect these changes.

Aspects relating specifically to shared space were removed from the document as the Access and Inclusion Strategy document has been identified as a better place to discuss the wider concerns regarding shared space. The document does however note design features within a street environment which are needed from an inclusivity perspective and in doing so, implies that level surface arrangements are not considered appropriate.
Step 5: Informed Decision-Making

Q8. In light of the assessment now made, what do you propose to do next?

Please select one of the options below and provide a rationale (for most EqIAs this will be box 1). Please remember to review this as and when the piece of work changes

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Change the work to mitigate against potential negative impacts found</td>
</tr>
<tr>
<td>2.</td>
<td>Continue the work as is because no potential negative impacts found</td>
</tr>
<tr>
<td>3.</td>
<td>Justify and continue the work despite negative impacts (please provide justification)</td>
</tr>
<tr>
<td>4.</td>
<td>Stop the work because discrimination is unjustifiable and no obvious ways to mitigate</td>
</tr>
</tbody>
</table>
Step 6: Action Planning

Q9. You must address any negative impacts identified in step 3 and 4. Please demonstrate how you will do this or record any actions already taken to do this. Please remember to add any positive actions you can take that further any positive impacts identified in step 3 and 4.

<table>
<thead>
<tr>
<th>Action</th>
<th>Due</th>
<th>Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>To incorporate Diversity and Inclusion team feedback on the internal document and EqIA</td>
<td>June 2019</td>
<td></td>
</tr>
<tr>
<td>To review feedback following external consultation</td>
<td>July 2019</td>
<td></td>
</tr>
</tbody>
</table>