

## **GUIDELINES TO PERFORM THE SELF-ANALYSIS**

The following questionnaire is the basis of the self-analysis, and is to be completed by the mobility department, more specifically the staff member responsible for cycling, based on his/her experiences in the cycling department, and reinforced, where needed, by consulting other people to obtain the necessary data.

As the participating cities are already “champion cities”, the aim is not to score their cycling policy, but to answer some questions in order to be able to:

- Match the city policy to the CHAMP self-analysis framework and check in which element the policy has been already strongly developed and where are the possibilities to further improve
- Give basic data and additional info (on each element of the cycling policy, and particularly on innovative approaches concerning cycling) for the peer reviewers to give them a good view on the cycling policy in your city, allowing them to ask questions to understand the cycling policy better, to learn from your approach and to give suggestions for additional actions
- Determine which elements can be added to further improve the cycling policy, based on the self-analysis and suggestions of the peer review team.

This information can be given in bullet points, pictures, graphs, examples and other annexes, if this provides sufficient information for the peer reviewers.

The self-analysis questionnaire consists of two separate parts:

- General information
- Questions per element.

### **1. General information**

To give a good view on the city context, some **context data** are requested, about the demographic conditions, political structure, ... It is not necessary to give a detailed report on all aspects, but focus on the elements that have an impact on cycling, such as city characteristics that can be used to explain why some measures have a positive impact on cycling and others don't.

The **mobility related information** compiles some first "high level" indicators of the quality of the bike system, such as the bike availability, bicycle usage and safety. The aim is to get a first idea on the outcomes of the cycling policy in the city. Where available, evolutions over time can be provided.

Also **policy and study documents** that are relevant for the cycling policy are interesting to inform the peer review "visitors". If relevant documents are only available in the local language, they can be provided in the local language with a short description in English. It is more important to know which documents exist and how they are used, than to describe the regulations in detail.

How to fill in the part with general information?

The requested information has the objective to provide background data about the city to better understand the cycling policy. Therefore, it is better to focus on the city characteristics that you consider to have a significant impact on cycling, than to provide a much detail as possible on every topic. If the answers can be presented in a short way, you can write them down in the table, otherwise provide them as attachment. In this way, the readers (peer reviewers) dispose of a set of information where they can look up some additional information about the city and its mobility characteristics. If relevant documents are only available in the local language, they can be provided in the local language with a short description in English.

## 2. Elements of Cycling Policy

The framework of the self-analysis tool structures the different elements of a cycling policy:

- Planning:
  - o User needs
  - o Coordination/ organization
  - o Policy on paper
  - o Monitoring/ evaluation

- Financial
- Actions:
  - Infrastructure & safety
  - Bicycle availability
  - Education and information
  - Promotion and partnerships
  - Complementary actions.

This part of the questionnaire consists of questions that match the cycling policy of the city to this framework.

How to fill in the questionnaire?

The questions are structured in tables, consisting of different rows and columns. The first column indicates the important aspects for each element of the cycling policy. Also a range of possible approaches to obtain good results are listed in the rows.

The second column of the table has the purpose of determining if this approach is being applied in the city. In most of the cases, this question can be answered with a simple yes or no, however sometimes a more subtle answer is needed, for example when a system is only applied to a part of the network. If this is the case, you can indicate “Partially”, and if possible add a percentage (this may be an estimate).

In the third column you have to provide some additional information to explain how the different aspects work in practice; this can be quantitative information (frequency of the action, length of infrastructure, number of people involved, ...) and qualitative information (target groups, methodology, ...).

To further clarify the approach, there is also some space foreseen to provide some practical examples of approaches for this aspect of the cycling policy.

*For example: One of the important aspects of the element “User needs” is “Structured interactions with users”. A possible approach to obtain this structured interaction is a general contact point.*

	Yes/ no (/ partially)	Explain
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Structured interactions with users?		
<ul style="list-style-type: none"> <li>Inquiries/ surveys</li> </ul>	Yes	Yearly surveys by mail are distributed on cycling in the city, asking about the perception of quality of the network, cycling facilities, safety, ...
<ul style="list-style-type: none"> <li>Workshops</li> </ul>	Yes	Workshops are organized every 6 months to find out the user needs. Participants are randomly selected from a demographic database. The workshops do not have a specific topic, but deal with the general mobility situation in the city.
<ul style="list-style-type: none"> <li>Meetings with users</li> </ul>	Yes	When there is the need for a deeper discussion on a specific cycling topic, a meeting is organized with users/ user groups. This takes place every 3 months on average.
<ul style="list-style-type: none"> <li>Consultation of citizens before decision making</li> </ul>	No	
<ul style="list-style-type: none"> <li>Other?</li> </ul>	No	
Examples?		The last meeting with users was dealing with the accessibility by bike of a residential area. Citizens were invited to discuss their travel habits, and what could be improved to increase the cycling use. The need for good parking facilities came out of this meeting.

After these questions, the mobility department is asked to point out for every element what are in his/her opinion the strong points and possible areas of improvement, together with the barriers and drivers.

Finally, after completing the questionnaire for the different elements, the mobility department is asked to reflect on the strong points and areas of improvement of the general cycling policy. This can be a summary of the previous strong points and areas of improvement, or common points that are being observed at the different elements. An example of this last case could be that communication is an area where a lot of improvement is possible, both in planning the policy and in taking actions.

## QUESTIONNAIRE

### 1. GENERAL INFORMATION

#### 1.1. Context information

	Information
Number of inhabitants:	
<ul style="list-style-type: none"> <li>Total</li> </ul>	337 000 inhabitants (in 2011 year).
<ul style="list-style-type: none"> <li>Districts</li> </ul>	There are 11 parishes.
<ul style="list-style-type: none"> <li>Agglomeration</li> </ul>	Kaunas agglomeration meets with Kaunas city borders.
<ul style="list-style-type: none"> <li>Demographic features</li> </ul>	<p>The overall population tendency in Kaunas, as well as in whole Lithuania, over the past five years is to decrease. Evaluation of male and female demographic situation in Kaunas remains the same trend as in whole Republic. According to records made in 2010, women (192,964 or 55.35 percent of Kaunas population) outnumber men (155,660 or 44.6 percent of Kaunas population) in total population. Over the last 5 years the birth rate per 1000 population in Kaunas, from 8.9 cases increased by 2.5 to 11.4.</p> <p>The fertility rate is higher in Kaunas city than the country index. It is noticeable that the trend of population mortality is downward.</p> <p>To sum up, Kaunas city faces the same problems as whole Republic - declining population, aging of population and the decreasing number of young people.</p>
Situation, topography, weather conditions, urban structure:	

<ul style="list-style-type: none"> <li>• Compactness</li> </ul>	<p>Kaunas is the second largest city of Lithuania, centre of science, sport, culture, manufacture and business. It is situated at the very centre of Lithuania in respect of western and eastern national borders, a little closer to the southern board than the northern one. The city is situated at the confluence of the county's two biggest rivers – the Nemunas and the Neris. The distance to Vilnius, the capital city of Lithuania, is 100 and to the country's major seaport Klaipeda – 212 kilometres.</p>
<ul style="list-style-type: none"> <li>• One or more city centres (distances between centres/ districts)</li> </ul>	<p>City Centre is based on two neighborhoods of Kaunas - the Old City and the New City. It is located to the east of the confluence of two major Lithuanian rivers, the Nemunas and the Neris. Central Kaunas is defined by two pedestrian streets: the 2-km-long Laisvės avenue (Liberty Avenue), a central street of the city, lined by linden trees, and its continuation, Vilnius Street, leading to the oldest part - Old Town of Kaunas. Different districts' centers are located approximately 5-8 kilometers from the City Center.</p>
<ul style="list-style-type: none"> <li>• Location of main economic attraction poles</li> </ul>	<p>The largest concentration of stores with large shopping areas and dealing with home appliances, furniture and cars are located in Dainava, Eiguliai, Šilainiai districts and along Savanoriai prospectus.</p>
<ul style="list-style-type: none"> <li>• Land topography (hilly, flat, ...)</li> </ul>	<p>Kaunas altitude is 24-90 meters. The highest point is in Šilainiai parish, the Ninth Fort (100.1 m), the lowest - in the riverbed in Vilijampolė parish, at Lampėdžiai. Densely populated areas are located on the hills Žaliakalnis, Aleksotas and Šilainiai surrounding city center located at the valley , which is between the Nemunas and Neris rivers, on the lowland, 30-35 meters above sea level. There are hills leading by streets Parodos, Žemaičių and Savanoriu that are not convenient for the cyclists to reach city centre from Zaliakalnis and other parishes.</p>
<ul style="list-style-type: none"> <li>• Climate conditions</li> </ul>	<p>The Republic of Lithuania belongs to a medium – latitude climatic zone, except of the Baltic seaside climate which is more similar to the Western European climate. Summers in Kaunas are warm and pleasant with average daytime high temperatures of 21–22 °C (70–72 °F) and lows of around 12 °C (54 °F), but temperatures could reach 30 °C (86 °F) on some days. Winters are relatively cold and sometimes snowy with average temperatures ranging from -8 to 0 °C (18 to 32 °F), and rarely drop below -15 °C (5 °F). Spring and autumn are generally cool to mild. The average annual temperature in Kaunas city is 6.2 °C. The difference between the warmest (July) and coldest (January) months is 21.8 °C. The average annual duration of sun radiation in Kaunas is 1700-1750 hours per year.</p>
<p>Maps:</p>	

<ul style="list-style-type: none"> <li>• City map</li> </ul>	<a href="http://maps.kaunas.lt/">http://maps.kaunas.lt/</a>
<ul style="list-style-type: none"> <li>• Cycling map</li> </ul>	<a href="http://aplinka.kaunas.lt/files/9d8402ee6efe6fac749232a142f7dbb0.jpg">http://aplinka.kaunas.lt/files/9d8402ee6efe6fac749232a142f7dbb0.jpg</a>
<ul style="list-style-type: none"> <li>• Map of the region</li> </ul>	The map of Kaunas region. <a href="http://gis.krs.lt/mapguide/webgis/">http://gis.krs.lt/mapguide/webgis/</a> The cycling map of Kaunas region. ( <a href="http://www.krs.lt/alfresco/guestDownload/direct/workspace/SpacesStore/32e4ea2d-6909-404d-b414-91c797005863/Kauno+rajono+dviracių+marsrutų+schema2.jpg">http://www.krs.lt/alfresco/guestDownload/direct/workspace/SpacesStore/32e4ea2d-6909-404d-b414-91c797005863/Kauno+rajono+dviracių+marsrutų+schema2.jpg</a> )
Political structure: who is responsible for different aspects of cycling policy (state, region, city, ...):	
<ul style="list-style-type: none"> <li>• Public Transport</li> </ul>	City council
<ul style="list-style-type: none"> <li>• Network roads</li> </ul>	State (highways) and City council (streets inside boundaries of the municipality)
<ul style="list-style-type: none"> <li>• Building permits, land-use planning</li> </ul>	City administration
<ul style="list-style-type: none"> <li>• Education</li> </ul>	State and city
<ul style="list-style-type: none"> <li>• Guidelines</li> </ul>	State
<ul style="list-style-type: none"> <li>• Other?</li> </ul>	–
Organizational structure:	
<ul style="list-style-type: none"> <li>• Position of mobility department in city organization</li> </ul>	Kaunas city Environmental Protection Department is responsible for the development of bicycle paths and cycling policy. City Economy Department is responsible for construction of roads (including cycling paths). Transport Management Department – for cycling paths' marking.
<ul style="list-style-type: none"> <li>• Position of cycling in mobility department: Tasks and responsibilities + manpower</li> </ul>	There is one person (chief specialist) responsible for cycling in Environmental Protection Department. The Working group for cycling policy and implementation was approved by the order of Director of Administration of Kaunas city. There are representatives from City Municipal Administration, Non-governmental organizations, Safe Traffic School.

## 1.2. Mobility information

Information																																					
<p><b>Modal split</b>, if possible for the different type of trips and when available for 2 or 3 survey years eg. Recent and 10 or 20 years ago.</p> <p>The Modal split is preferably given for the urban area which is the direct influence area of the city (the central community with its surrounding communities). If not available give it for the available survey area.</p>	<table border="1"> <tr> <td colspan="4">Survey year(s) :</td> </tr> <tr> <td></td> <td colspan="3">%</td> </tr> <tr> <td></td> <td>Internal trips in the survey area</td> <td>In- and outgoing trips in the survey area</td> <td>All trips within survey area (including through traffic)</td> </tr> <tr> <td>Walking</td> <td>No info</td> <td>No info</td> <td>5,5 %</td> </tr> <tr> <td>Cycling</td> <td>No info</td> <td>No info</td> <td>4 %</td> </tr> <tr> <td>Public transport (bus/tram/metro/light rapid transit/water borne transport)</td> <td></td> <td></td> <td>66 %</td> </tr> <tr> <td>Multi occupancy car journeys</td> <td></td> <td></td> <td>6,5 %</td> </tr> <tr> <td>Single occupancy car journeys</td> <td></td> <td></td> <td>18 %</td> </tr> <tr> <td>Total</td> <td>100%</td> <td>100%</td> <td>100%</td> </tr> </table>	Survey year(s) :					%				Internal trips in the survey area	In- and outgoing trips in the survey area	All trips within survey area (including through traffic)	Walking	No info	No info	5,5 %	Cycling	No info	No info	4 %	Public transport (bus/tram/metro/light rapid transit/water borne transport)			66 %	Multi occupancy car journeys			6,5 %	Single occupancy car journeys			18 %	Total	100%	100%	100%
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<b>Ownership</b>	<table border="1"> <tr> <td></td> <td>Number of vehicles per household</td> </tr> <tr> <td>Cars</td> <td>167 000</td> </tr> <tr> <td>Bicycles</td> <td>150 000</td> </tr> <tr> <td>Public transport (season tickets)</td> <td>Single tickets per year-12748227, 7 days tickets – 29053. One month tickets – 509001. Three month –</td> </tr> </table>		Number of vehicles per household	Cars	167 000	Bicycles	150 000	Public transport (season tickets)	Single tickets per year-12748227, 7 days tickets – 29053. One month tickets – 509001. Three month –																												
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Data on cycle theft:	
<ul style="list-style-type: none"> <li>Number of thefts per year (related to the number of bike owners)</li> </ul>	No data. This information could be collected only in separate parishes in police stations. There is not summarized information about city.
<ul style="list-style-type: none"> <li>Clear-up rates</li> </ul>	No data. As above.
Number of <b>accidents</b> with cyclists involved:	
<ul style="list-style-type: none"> <li>Killed cyclists</li> </ul>	In 2009 year 0, in 2010 year 0, in 2011 year 1 cyclist was killed.
<ul style="list-style-type: none"> <li>Seriously injured cyclists</li> </ul>	In 2009 year 25 , in 2010 year 14, in 2011 year 14 was injured. There is not information if seriously / slightly.
<ul style="list-style-type: none"> <li>Slightly injured cyclists</li> </ul>	No info
<ul style="list-style-type: none"> <li>Number of accidents related to the number of cycling trips</li> </ul>	No data. This information could be collected only in separate parishes in police stations. There is not summarized information about city.

### 1.3. Policy/ Study documents

	Information
<p><b>Policy</b> documents that illustrate the approach in relation to the different elements of cycling policy (even when in local language):</p>	
<ul style="list-style-type: none"> <li>Urban mobility plan</li> </ul>	<p>City don't have urban mobility plan. However Travel to work plan was created to analyze mobility situation in North-Eastern part of Kaunas city, which is focused on industry and occupies about 500 hectares. Within this area are based large enterprises, which employ more than 1,000 employees. Each morning arrive about 30 thousand employees, half of them are coming by bus, trolleybus and minibus. Other comes by car, bicycle, and foot. In written surveys in 2008 and 2010 seven companies (390 workers and managers) took part. In the proposed plan of action should be the greatest influence on travel arrangements for infrastructure (new bicycle lines, routes, etc.), but other measures or instruments (e.g. public transport route schedule hanging in the company) will have a favorable effect on the implementation of employee travel motility.</p> <p>18 Kaunas secondary schools, with number of 17 000 students, has participated in the EU funded projects "BUSTRIP" and "SMOOTH", during them "Safe travel to schools" mobility plans were prepared and measures to encourage walking and cycling to school implemented (improved pedestrian crossings, installation of the pedestrian traffic lights systems and etc.)</p>
<ul style="list-style-type: none"> <li>Urban planning document</li> </ul>	<p>Kaunas city Master Plan 2003-2013 was approved by City Council in 2003. Kaunas city Master Plan 2003-2023 is being prepared.</p>

<ul style="list-style-type: none"> <li>• Theme specific plans: cycling, car parking, road safety, PT, ...</li> </ul>	<p>Cycle paths development scheme, approved by the Kaunas City Council on 3 June 2010; Feasibility study "On protected sites for cars in Kaunas multi apartment areas" is under preparation (according analyses there are 524 cars for 1000 inhabitants in Kaunas and need for 42000 car parking places); Feasibility study "Car parking management in the city center and densely populated areas" is prepared, special plan "For car parking sites positioning in the territory of the city" is under preparation; Long time PT development strategy was prepared in the city .</p>
<ul style="list-style-type: none"> <li>• Citizens' engagement plan</li> </ul>	<p>There is not such document</p>
<ul style="list-style-type: none"> <li>• Guidelines: cycling lanes</li> </ul>	<p>A booklet of Kaunas city cycling lanes.</p>
<ul style="list-style-type: none"> <li>• Other?</li> </ul>	
<p>Study documents that illustrate the approach in relation to the different elements of cycling policy (even when in local language):</p>	
<ul style="list-style-type: none"> <li>• Accidents analysis</li> </ul>	<p>There is analysis of children's injured in traffic accidents in Kaunas made by Safe Traffic School.</p>
<ul style="list-style-type: none"> <li>• Gap analysis of cycling network</li> </ul>	<p>Kaunas city Specific Cycling Plan includes one part of gap analysis of cycling network.</p>
<ul style="list-style-type: none"> <li>• Analysis of user feedback</li> </ul>	<p>A public opinion survey was carried out in 2008 which results were used in Special Cycling Plan.</p>

<ul style="list-style-type: none"> <li>Analysis of mobility behaviour of target groups (schools, companies, ...)</li> </ul>	<p>Kaunas City Municipality takes part in project Safety and Mobility Optimization for Sustainable Transport and Health (SMOOTH) and has been working with 16 local schools with the aim to improving safety of the students' journey to school, encouraging them to use public transport or other alternative mobility modes. Within the framework of the SMOOTH project all participating schools completed the 'School Travel Plan' (STP) that includes a journey audit of routes to and from school. This Plan was intended to assist in the identification of the measures that need to be taken for the safety of children and can be addressed with minimum resources. Based on the results of an STP, road safety measures were taken near several schools (pedestrian crossings, traffic lights systems, better road and pedestrian signage, traffic calming measures etc.). For more information: <a href="http://www.smooth-project.eu/">http://www.smooth-project.eu/</a> . Before this project Kaunas has implemented 2007-2009 BUSTRIP project, during it pilot STP's with 2 schools were prepared.</p> <p>Kaunas city municipality took part in a three year project COMMERCE (Creating Optimal Mobility Measures to Enable Reduced Commuter Emissions). Travel to work plan was created to analyze mobility situation in north-eastern part of Kaunas city, which is focused on industry and occupies about 500 hectares. Large enterprises are based within this area, which employ more than 1000 employees. Kaunas city municipality carried out a written survey of seven companies in 2008 and 2010. The aim of the survey was to determine from what areas people mostly travel to work, means of transport, how long is the journey, what measures would encourage the use of public transport and so on.</p>
<ul style="list-style-type: none"> <li>Policy evaluation</li> </ul>	<p>Feedback is coming from citizens, NGO, who is representing the cyclists in the city.</p>
<ul style="list-style-type: none"> <li>Other?</li> </ul>	

## 2. ELEMENTS OF CYCLING POLICY

In this chapter the structuring elements of a cycling policy are analysed. A distinction is made between elements concerning the planning of the cycling fields on the one hand, and elements concerning actions that are taken to implement the cycling policy.

### *Planning*

#### 2.1. User Needs

Here we describe how bicycle user needs are ascertained and managed, to guarantee a customer-oriented approach, as a basis for the requirements of the “bike system”. Attention is drawn towards how the authority involves the end-users and commercial parties to participate in the political decision making process, and which other methods are used for examining the existing user needs.

**BEST PRACTICE:** To have a good view on the requirements of the “bike system”, the city applies a well-structured approach in the analysis of all aspects and available data. Additionally, to guarantee the acceptance level of the cycling policy users and commercial parties are involved in all decision making processes from the start, and providing feedback is included as part of the overall cycling policy. There are different ways to do this, e.g. surveys, research, a contact point for complaints, specific inquiries when there are problems... Complementary to the interaction with users and commercial parties, the policy is based on research on user needs, such as the network quality and safety issues.

	Yes/ no (/ partially)	Explain
Structured interactions with users?		
<ul style="list-style-type: none"> <li>Inquiries/ surveys</li> </ul>	Yes	Usually surveys are carried out according to requirements, approximately one survey every three years. Last survey was carried out in 2008 and is part of Special Cycling Plan. While preparing Kaunas city Master Plan for 2003-2023, citizens are asked to fill in an electronic questionnaire about Kaunas city mobility system.
<ul style="list-style-type: none"> <li>Workshops</li> </ul>	Yes	Workshops are organized during implementation of the projects, where Kaunas municipality is taking part.

<ul style="list-style-type: none"> <li>Meetings with users</li> </ul>	Yes	The meeting of the Working group for cycling policy and implementation is organized once per month. Representatives of cyclists NGO are members of the group and invited to participate in the meeting.
<ul style="list-style-type: none"> <li>Consultation of citizens before decision making</li> </ul>	Yes	We are talking to users before making decisions. It is done during the meetings of the Working group for cycling policy and implementation, publishing articles in local press, asking questions on the Municipality site and collecting the answers.
<ul style="list-style-type: none"> <li>Other?</li> </ul>		
Examples?		Last year municipality was asking the question “if cyclist lane must remain in the main pedestrian street of the city? “and reason was because cyclist bumped pedestrian in lane zone. After feedbacks got lane remains in the street. User’s representatives are involved in Working Group for Cycling Policy and Implementation. They have a possibility to share their point of view on important issues.
Structured interactions with commercial parties:		
<ul style="list-style-type: none"> <li>Surveys</li> </ul>	No	
<ul style="list-style-type: none"> <li>Workshops</li> </ul>	No	Workshops are organized during implementation of the projects, where Kaunas municipality is taking part.
<ul style="list-style-type: none"> <li>Meetings</li> </ul>	No	We organize meetings with commercial parties, usually this happens during meetings with Kaunas Chamber of Commerce. Those meetings are not oriented directly to cycling policy, but they have in mind all mobility issues.
<ul style="list-style-type: none"> <li>Consultation of citizens before decision making</li> </ul>	Yes	We are talking to users before making decisions. It is done during the meetings of the Working group for cycling policy and implementation, publishing articles in local press, asking questions on the Municipality site and collecting the answers. A public hearing was organized in 2008 before approving Specific Cycling Plan.
<ul style="list-style-type: none"> <li>Other?</li> </ul>	Yes	Kaunas city municipality invites commerce parties to contribute to cycling development
Examples?		In 2011 , while implementing SMOOTH projects, Kaunas city municipality invited commerce parties located in the city center to contribute to cycling development by installing bicycle parking racks and to discuss the top priority spots to install those racks

Collection of complaints or questions?		
<ul style="list-style-type: none"> <li>• General contact point</li> </ul>	Yes	Kaunas city municipality administration
<ul style="list-style-type: none"> <li>• Specific contact point for cycling</li> </ul>	Yes	Complaints are collected through Lithuanian Cyclists' Community and Cyclist's club
<ul style="list-style-type: none"> <li>• Feedback given to complaints</li> </ul>	Yes	Kaunas city municipality, Working group for cycling policy and implementation
<ul style="list-style-type: none"> <li>• Database of complaints</li> </ul>	No	Internal municipality DB registering complaints regarding all issues in the city. It is a possibility to filter complaints regarding cycling policy from DB. Kaunas municipality implemented ERDF partly financed project "e-democracy development in Kaunas city". Instruments to identify citizen, present opinion about drafts of the documents, give answers during surveys and make complaints fixing the geographical spot on the map of the city was created.
<ul style="list-style-type: none"> <li>• Long-term analysis of complaints</li> </ul>	No	Complaints are committed and analyzed during the meetings of Working group for cycling policy and implementation
Examples?	Complaints and questions are analyzed in Working Group for Cycling Policy and Implementation.	
Research/ data analysis?		
<ul style="list-style-type: none"> <li>• Network quality: according to planning manuals</li> </ul>	Yes	Cycling network is always analyzed when master plan of the city, cycling special plan are prepared
<ul style="list-style-type: none"> <li>• Bike availability</li> </ul>	No	Master plan of Kaunas city is now under renewal. In transport analysis chapter part about bike availability is presented.
<ul style="list-style-type: none"> <li>• Accident analysis</li> </ul>	No	Accident analysis of all traffic cases are analyzed in the transport planning documents.
<ul style="list-style-type: none"> <li>• Other?</li> </ul>		
Examples?		

Strong points	Communication with users constantly assured during meetings of the Working group for cycling policy and implementation and analyzing DB with feedbacks. All decisions in the municipality was done after consultations with users and counting needs
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Areas of improvement	Municipality need to find they ways how to involve commercial parties in all decision making processes
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## 2.2. Coordination/ organisation

Here we examine the way all different stakeholders which have a responsibility in the definition and implementation of a strong cycling policy work and interact. The interaction with end-users (citizens and commercial parties) was already discussed when examining the user needs; additionally, the following stakeholders are important:

- Politicians/ leading officers
  - City level
  - Other policy levels (eg. regional or national)
- City administration
  - Mobility department
  - Other departments
- Service providers.

**BEST PRACTICE:** All stakeholders are convinced of the importance of cycling, and work towards a common objective. To align the different objectives of all stakeholders to prepare and advise policy decisions on transport policy, they are brought together in a structured way, such individual meetings between stakeholders, a permanent steering committee on cycling policy, with representatives from various authorities and external partners, both internal and external, ...

The city council recognises the benefits of to cycling and in political agreements cycling is a mayor issue. There is a continuous interaction between the cycling department and the decision makers. Also on other policy levels, the importance of cycling is recognized. The mobility policy on a higher level supports cycling policies on the city level, by providing guidelines and/or financial support. The cycling policy of neighbouring municipalities is aligned with the city cycling policy.

The mobility department considers cycling as an indispensable element in the general mobility policy, the responsibility for cycling is therefore solidly anchored in the mobility department. There is regular interaction between the employees working on cycling and the rest of the mobility department, especially on decisions that affect cycling. The qualifications of the personnel are continuously improved by training and other possibilities for improving their skills.

There is also regular interaction with other policy fields and with service providers to ensure that the impact on cycling is considered in their decisions.

	Yes/ no (/ partially)	Explain
Political driver on city level:		
<ul style="list-style-type: none"> <li>Important role for cycling in the general city policy</li> </ul>	Yes	Kaunas City Strategic Plan for 2005-2015 and Special Cycling Plan, which was approved by City Council in 2010.
<ul style="list-style-type: none"> <li>Regular interaction with cycling department</li> </ul>	Partially	Politicians participate in meetings with Working Group for Cycling Policy and Implementation and Kaunas city Traffic Safety Commission.
Examples?		Politicians participate in meetings with Working Group for Cycling Policy and Implementation and Kaunas city Traffic Safety Commission, and can submit their position about cycling.
Other policy levels:		
<ul style="list-style-type: none"> <li>Active interaction</li> </ul>	Yes	There is the Cycling working group in the Ministry of Transport. This group prepares recommendations how to improve cyclists' conditions in the municipalities, making proposals for the decision makers how to use ERDF support for cycling infrastructure
<ul style="list-style-type: none"> <li>Alignment with guidelines on cycling topics</li> </ul>	Partially	There are no official guidelines on cycling in Lithuania yet, however Transport ministry has distributed recommendations on cycling infrastructure planning and implementation prepared during "PRESTO" project, still no new cycling lanes were planned or build according these recommendations yet.
<ul style="list-style-type: none"> <li>Alignment with cycling policies of neighbouring municipalities</li> </ul>	Yes	There is strong cooperation with surrounded Kaunas district municipality. Connection of the bike lanes going out of the city with lanes in surrounded Kaunas district municipality are planed and realized.
<ul style="list-style-type: none"> <li>Other?</li> </ul>		
Examples?		Kaunas District Municipality has prepared the country's first Cycling Paths Scheme in 2011. This scheme was aligned with Kaunas city Specific Cycling Plan and provides certain junctions of urban-rural cycling routes.
Mobility department:		

<ul style="list-style-type: none"> <li>• Clear definition of tasks and responsibilities concerning cycling</li> </ul>	Yes	Kaunas city municipality does not have a Mobility department. Kaunas city Environmental Protection Department is responsible for the development of bicycle paths and cycling policy. City Economy Department is responsible for construction of roads (including cycling paths). Transport Management Department – for general transport and safe traffic organization, including cycling paths signing and horizontal marking (also car parking management, etc.)
<ul style="list-style-type: none"> <li>• Consultation of staff member responsible for cycling in mobility decisions affecting cycling</li> </ul>	Yes	Staff members from Environmental protection division and Transport management division provide consultations, make proposals to other divisions of Municipality, to politicians concerning mobility decisions affecting cycling.
<ul style="list-style-type: none"> <li>• Continuous training</li> </ul>	Yes	Staff members from Environmental protection division and Transport management division taking part in trainings during participation in international projects.
<ul style="list-style-type: none"> <li>• Other?</li> </ul>		
Examples?		City economy division preparing the technical project of new bike lane, which will be financed from ERDF and will connect living area with the city center. Environmental protection division will apply for support planed by the Ministry of Transport to construct another bike lane that will passing living areas in another side of the Neris river, threw parks with direction to city centre.
Other policy fields:		
<ul style="list-style-type: none"> <li>• Recognition of importance of cycling</li> </ul>	Yes	Importance of the cycling is recognized in all main documents, approved by the City council, but allocations in the city budget is not allowing to improve faster bike infrastructure in the city.
<ul style="list-style-type: none"> <li>• Regular interaction/communication</li> </ul>	Partially	Interaction and communication with politicians stands on proposing decisions and presenting drafts of the decisions in the committees (City development, tourism and investment committee, City economy committee) of the council.
<ul style="list-style-type: none"> <li>• Bearing in mind cycling impact in decision-making</li> </ul>	Partially	Members of the committees insisting to have bike lines in the projects of new or reconstructed streets in the city.
<ul style="list-style-type: none"> <li>• Other?</li> </ul>		

Examples?	The new bike lanes will be constructed this year, even difficulties with city budget exists. City Economy division planned to build cycle lane in the Verkiu street, during its reconstruction, even if there were no cycle lane in this street official planning documents.	
Service providers:		
<ul style="list-style-type: none"> <li>Regular interaction/communication</li> </ul>	Partially	Service providers are selected according law of public procurement, therefore communication with selected company is usually continues during period of the agreement.
<ul style="list-style-type: none"> <li>Other?</li> </ul>		
Examples?		
Coordination of stakeholders:		
<ul style="list-style-type: none"> <li>Meetings between with individual stakeholders</li> </ul>	Partially	Not regular meetings are held with members of Lithuanian Cyclists' Community and Cyclist's club
<ul style="list-style-type: none"> <li>Working groups/committees with different stakeholders</li> </ul>	Partially	Representatives of NGO are members of Working group for cycling policy and implementation, they take part in meetings.
<ul style="list-style-type: none"> <li>Other?</li> </ul>		
Examples?	The city council every year approves cycling lanes construction, maintenance and repair program for 2 years. Draft of this program always discussed with representatives of NGO, given feedback influence the final version of the draft.	

Strong points	Cycling becomes more important in general city policy. Kaunas City Strategic Plan for 2005-2015 is being updated and includes several measures for cycling development.
Areas of improvement	There is no regular interaction with other policy fields and communication with service providers, stakeholders. We don't have approved recommendations or guidelines how to improve cycling infrastructure, which could be prepared by Ministry of Transport and Communications. Political decision to establish mobility division in the administration structure would strengthen important of cycling in the city.

### 2.3. Cycling Plan

Here we check how the cycling policy is put on paper and to which extent it is integrated into the broader framework of policy plans and documents.

**BEST PRACTICE:** A cycling plan on city level defines clear and ambitious objectives for the cycling policy, based on the analysis of the user needs. Actions to achieve these objectives are planned in an action plan, defining a clear timeframe. The cycling policy is also aligned with the general mobility policy of the city, mobility policies of neighboring cities and other policy levels. Also the links with all other policy fields are clarified and essential elements to promote the use of the bike are present in policy and planning documents of other policy fields.

	Yes/ no (/ partially)	Explain
Is there a cycling plan on city level?		
<ul style="list-style-type: none"> <li>Part of the mobility plan</li> </ul>	No	There isn't mobility plan in the city.
<ul style="list-style-type: none"> <li>Specific bicycle plan</li> </ul>	Yes	Kaunas city Special Cycling Plan approved by City Council in 2010.
<ul style="list-style-type: none"> <li>With a specific action plan</li> </ul>	Yes	Kaunas city Special Cycling Plan includes priority plan of cycle paths development. Certain measures are foreseen in Kaunas City Strategic Plan for 2005-2015.
<ul style="list-style-type: none"> <li>Measurable cycling goals</li> </ul>	Yes	Length of cycle paths.
Examples?	Kaunas municipality have special cycling plan, which is cycling planning document.	
Cycling is anchored in general policy documents:		
<ul style="list-style-type: none"> <li>Urban mobility plan</li> </ul>	No	There is no special urban mobility plan
<ul style="list-style-type: none"> <li>Urban planning document</li> </ul>	Yes	There is approved development policy for Transport and Infrastructure in the Master plan for Kaunas city.
<ul style="list-style-type: none"> <li>Mobility plans of neighboring municipalities</li> </ul>	No	
<ul style="list-style-type: none"> <li>Mobility plan on other policy levels</li> </ul>	No	STP's prepared by the schools participating in BUSTRIP and SMOOTH projects
<ul style="list-style-type: none"> <li>Other?</li> </ul>		
Examples?	Cycling is anchored in Kaunas city strategic plan and in urban planning documents.	

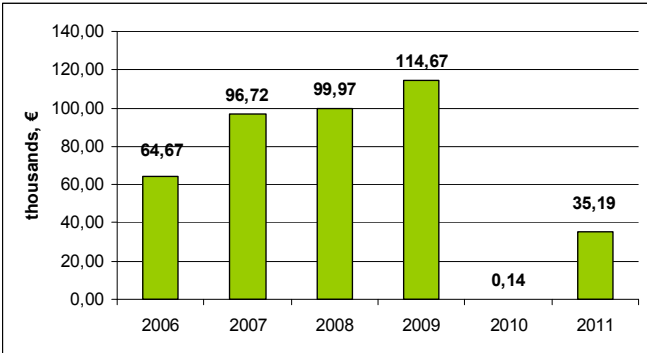
Strong points	Kaunas City Strategic Plan for 2005-2015 includes measures for cycling development in Kaunas city.
Areas of improvement	Cycling strategy in Kaunas city, lack of sustainable urban mobility plan

## 2.4. Financing

This element deals with the financial aspects of the cycling policy, examining which money is at the disposal to implement the cycling policy, and how it is spent. Besides the city budget that is dedicated to cycling, also attention is paid to investments of other parties that add to the implementation of the cycling policy.

**BEST PRACTICE:** The budget for cycling is in line with the financial needs of the cycling policy and spent according an investment plan, balancing between the different actions that were defined in the cycling policy, while supporting innovative cycling projects as well. The budget can be attained by different sources, such as the general mobility budget, financial support from other policy levels, local taxes, parking fees, road pricing, ... Structural efforts are being done to find sufficient financial support. Also other policy levels and departments take their responsibility to promote cycling, such as investments in cycling infrastructure during public works by the city or by other policy levels, campaigns to promote cycling by the health department, or investments by private partners.

	Yes/ no (/ partially)	Explain
What are the different sources for the budget for cycling policy on city level ?		
<ul style="list-style-type: none"> <li>• Specific cycling budget, based on policy needs</li> </ul>	Partially	Cycle paths, maintenance and repair program for the year 2012-2013.
<ul style="list-style-type: none"> <li>• General mobility budget</li> </ul>	No	There is no special mobility budget, but there are budgets for financing Public transport companies, improving safe traffic in Kaunas city
<ul style="list-style-type: none"> <li>• Funds from other policy levels</li> </ul>	Yes	Cycling is financed from Kaunas city municipality fund of Special Environmental Protection Programme.
<ul style="list-style-type: none"> <li>• Local taxes</li> </ul>	No	
<ul style="list-style-type: none"> <li>• Parking fees</li> </ul>	No	
<ul style="list-style-type: none"> <li>• Other?</li> </ul>		

Examples?	<p>Every year money for cycling is allocated from Kaunas city municipality fund of Special Environmental Protection Programme.</p> <p>Kaunas City Municipality allocations for cycling in last 6 years. (Kaunas city 2011 budget 251 mln €).</p>  <table border="1" data-bbox="1173 405 1818 759"> <thead> <tr> <th>Year</th> <th>Allocation (thousands, €)</th> </tr> </thead> <tbody> <tr> <td>2006</td> <td>64,67</td> </tr> <tr> <td>2007</td> <td>96,72</td> </tr> <tr> <td>2008</td> <td>99,97</td> </tr> <tr> <td>2009</td> <td>114,67</td> </tr> <tr> <td>2010</td> <td>0,14</td> </tr> <tr> <td>2011</td> <td>35,19</td> </tr> </tbody> </table>		Year	Allocation (thousands, €)	2006	64,67	2007	96,72	2008	99,97	2009	114,67	2010	0,14	2011	35,19
Year	Allocation (thousands, €)															
2006	64,67															
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2010	0,14															
2011	35,19															
Are there investments from other parties with a positive impact on the implementation of the cycling policy?																
<ul style="list-style-type: none"> <li>Road construction authority</li> </ul>	No															
<ul style="list-style-type: none"> <li>Other policy fields</li> </ul>	No															
<ul style="list-style-type: none"> <li>Other policy levels (regional, national, EU,...)</li> </ul>	Yes	EU, national, regional.														
<ul style="list-style-type: none"> <li>Service providers</li> </ul>	No															
<ul style="list-style-type: none"> <li>Other?</li> </ul>																
Examples?																
Does the city do efforts to increase the budget by making use of all available sources?	Yes	Kaunas city municipality applied for additional funding from the Ministry of Transport and Communications.														
Examples?	In 2011 Kaunas city municipality applied for additional funding from the Ministry of Transport and Communications. Kaunas city municipality is trying to get financial support from different sources.															
How is the budget for cycling spent?																

• Based on investment plan	No	
• Balancing between different types of actions	Yes	Cycle paths, maintenance and repair program for the year 2012-2013 approved by City Council in 2012.
• Supporting innovative cycling projects	Yes	Kaunas city municipality takes part and supports innovative cycling projects: SMOOTH, CIVITAS, COMMERCE.
• Other?		
Examples?		

Strong points	Kaunas city municipality takes part in international projects and gets financing from EU funds.
Areas of improvement	Cycling strategy and investment plan,

## 2.5. Evaluation

This element examines whether the cycling policy is being evaluated, by monitoring indicator that are related to the objectives.

BEST PRACTICE: To evaluate the cycling policy, the monitored indicators have a clear relationship with the policy objectives of the cycling policy. Different methods can be used such as automatic permanent counting points, household surveys with special analysis, ... To use the results for regular long-term analyses and periodic evaluations, it helps to collect all results in a well structured and networked data base. Lessons that are drawn from these analyses are used to improve future policies.

	Yes/ no (/ partially)	Explain
Is the cycling policy evaluated?		
• Specific cycling indicators in relation to the policy objectives?	Partially	Assessment of several cycling indicators is carried out through the annual reports of Environmental Protection Department.
• Monitoring by permanent counting points, surveys, ...	No	



• Database that collects indicators	Yes	The Lithuanian Department of Statistics collects cycling indicators.
• Regular analysis of indicators	Partially	In annual reports of Environmental Protection Department
• Other?		
Examples?		

Strong points	Kaunas municipality have cycling indicators database
Areas of improvement	It is necessary to pursue regular long-term analyses and periodic evaluations, which could help to collect all results in a well structured and networked data base.

## **ACTIONS**

### **2.6. Infrastructure & Safety**

Here all measures that are related to the cycling infrastructure are examined. Improving safety and maintenance of the infrastructure are crucial in relation to the infrastructure. Therefore these aspects are mentioned separately.

**BEST PRACTICE:** A dense network of cycling paths interconnects all points of attraction in the city, avoiding large detours. Main high quality cycling corridors structure the network; routes with specific cycling infrastructure complete the basic network and routes in the intermediary zones where the car is subordinate to cycling and walking. The quality of the cycling paths is customized according to the route characteristics: main cycling routes along roads with high car traffic intensities have higher standards than cycling routes in zone 30. To make smart use of the network, cyclists can make use of route signage, maps and route planners on the internet and on smartphones.

In order to ensure year-round, unproblematic cycling, regular maintenance works of the cycling infrastructure are carried out, using special equipment for maintenance and cleaning, such as multifunctional road sweepers. The frequency of maintenance is based on the main attraction points, road specific characteristics and incoming complaints.

A safety programme for the cycling infrastructure integrates different actions to improve the safety of cyclists, such as cycling provisions at intersections, separation of cyclists from motorized traffic where needed, enforcement of speed limits, ...

	Yes/ no (/ partially)	Explain
<b>Cycling network</b>		
<ul style="list-style-type: none"> <li>• Main high quality cycling corridors <ul style="list-style-type: none"> <li>○ Connecting important locations</li> <li>○ Minimum conflicts with car traffic</li> <li>○ Comfort</li> </ul> </li> <li>• Coverage of the network <ul style="list-style-type: none"> <li>○ Minimum detours</li> <li>○ Quality consistent with the categorization of the for cars and cycling</li> <li>○ Right-of-way for cyclists</li> </ul> </li> <li>• Specific facilities for cyclists at junctions <ul style="list-style-type: none"> <li>○ Infrastructural: e.g. Storage lanes</li> <li>○ Traffic lights: e.g. all green phase , priority</li> <li>○ Other?</li> </ul> </li> </ul>	<p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p> <p>No</p>	<p>There are lack of continuous cycle lanes connecting important points</p> <p>Because of poor quality or lack of cycle lanes cyclist prefer to use streets.</p> <p>Most of cycle lanes are built in parks and recreational areas (parks, river banks), witch means cyclist have to use them instead of shorter ways to reach important points.</p>
Examples?		
<b>Smart use of the network</b>		
<ul style="list-style-type: none"> <li>• Cycling route signage</li> <li>• Maps of cycling network</li> <li>• Route guidance system on internet</li> <li>• Route guidance on smart phones</li> </ul>	<p>Partially</p> <p>Yes</p> <p>Partially</p> <p>No</p>	<p>There is cycle lane marked in the pedestrian street to give part of the area to the cyclist</p> <p>There are cycling maps available on the website</p>

• Other?		
Examples?		
Availability of network		
• Maintenance works prioritised by main attraction points, road characteristics and complaints	Yes	City Council has approved Cycle paths, maintenance and repair program for the year 2012-2013.
• Specific equipment for maintenance and cleaning (road sweepers, ...)	Yes	
• Action plan for heavy snowfall or ice	No	
• Other?		
Examples?		
Safety programme?		
• Cycling provisions at intersections	No	
• Separation from car traffic where necessary (eg. in 30km zones this is not necessary)	No	
• Enforcement of speed limits	No	
• Other?		
Examples?		

Strong points	There are no strong points in this area.
Areas of improvement	There is no safety programmes for the cycling and, streets are still prioritized for the cars

## 2.7. Availability of the bicycle

This element focuses on the availability of the bicycle, both residential as at the destination point. Important aspects are the possibilities to park the bike at home, in the activity place, to be able to rent bicycles, compatibility with PT and theft prevention.

**BEST PRACTICE:** Bicycles are easy to use by comprehensive service facilities, integrating high quality secure bicycle parking areas near all important attraction poles, the integration of cycling with public transport and additional services such as prevention of bicycle theft, cycling facilities, etc.

Bicycle parkings are available at all important attraction points, especially where in-house parking is not possible; at other locations on-street parking is possible and safe.

Innovative systems are used to put bicycles at the disposal of people without bicycles. These systems are customized according to their target group, taking into account their locations, opening hours, user friendliness, and tariffs.

Cycling is further facilitated by stressing the complementarity with public transport, for example by combined tickets for PT and the bicycle rental system and the possibility to take bicycles on train/tram/bus.

A programme for theft prevention is elaborated, containing actions such as theft prevention guidelines, secured bicycle parkings, ...

	Yes/ no (/ partially)	Explain
Residential bicycle parking		
<ul style="list-style-type: none"> <li>On-street possibilities</li> </ul>	Yes	There is 118 stands in central part of the city and near schools
<ul style="list-style-type: none"> <li>In-house possibilities</li> </ul>	Partially	The only possible in private or companies houses, that has yard inside territory
Examples?		
Cycling facilities in working and schools areas		
<ul style="list-style-type: none"> <li>Parking places with shelters</li> </ul>	No	No, there isn't parking places with shelters, as there is not such need – bicycles used mostly during summer time
<ul style="list-style-type: none"> <li>Refreshing facilities (shower, ...)</li> </ul>	Partially	Some companies have shower facilities, but we don't have information how often cyclists used the facilities
<ul style="list-style-type: none"> <li>Other?</li> </ul>		
Examples?		For example Science a technology park "Technopolis" has shower facilities for the employs, who are coming to the office by bike.

Cycling parking at other activity poles (shopping area, leisure, services, ...)		
<ul style="list-style-type: none"> <li>• Parking places with shelters</li> </ul>	No	No, there isn't parking places with shelters in shopping areas.
<ul style="list-style-type: none"> <li>• Other?</li> </ul>		
Examples?		
Compatibility with public transport		
<ul style="list-style-type: none"> <li>• Parking facilities in railway stations</li> </ul>	Partially	During implementation of Interreg IV B project "Rail Baltica growth corridor" we are preparing Kaunas rail station area technical project, parking facilities are foreseen in this project.
<ul style="list-style-type: none"> <li>• Parking facilities at regular stops</li> </ul>	No	There is not parking facilities at regular PT stops.
<ul style="list-style-type: none"> <li>• Combined tickets of PT with bicycle rental system</li> </ul>	No	There isn't rental system in the city. The rentals are possible during the tourist season in summer.
<ul style="list-style-type: none"> <li>• Possibility to take bikes on PT</li> </ul>	No	Possibility to take bikes on PT is foreseen in "Long time strategy of Kaunas PT", facilities was brought and installed in 5 buses and will be started to use at April 2012. Last season there was taxi cars with carriers also.
<ul style="list-style-type: none"> <li>• Other?</li> </ul>		
Examples?	Photos of buses and taxi cars with carriers' facilities attached.	
Smart info on parking availability		
<ul style="list-style-type: none"> <li>• Info on availability at parking entrance</li> </ul>	No	
<ul style="list-style-type: none"> <li>• Info on parking availability on internet</li> </ul>	No	
<ul style="list-style-type: none"> <li>• Info on parking availability on smart phones</li> </ul>	No	
<ul style="list-style-type: none"> <li>• Other?</li> </ul>		
Examples?		
Innovative ways of putting bicycles at the disposal of people that do not own a bike		

<ul style="list-style-type: none"> <li>Bicycle rental system</li> </ul>	Partially	The rental point operates during summer time, the service organized by private company and Kaunas tourist information centre. Still the problem of thefts is not solved in the city.
<ul style="list-style-type: none"> <li>Recycling lost bicycles and putting them at the disposal</li> </ul>	No	
<ul style="list-style-type: none"> <li>System to put bicycle at the disposal of students</li> </ul>	No	
<ul style="list-style-type: none"> <li>Other?</li> </ul>		
Examples?		
Bicycle theft prevention		
<ul style="list-style-type: none"> <li>Secured bicycle parkings</li> </ul>	No	Police and municipality inform citizen how to protect property during holidays, but there isn't theft prevention oriented only for bicycles.
<ul style="list-style-type: none"> <li>Theft prevention guidelines</li> </ul>	Partially	
<ul style="list-style-type: none"> <li>Other?</li> </ul>		
Examples?		

Strong points	Unfortunately there isn't strong point to declare.
Areas of improvement	Extension of parking possibilities as well as solution of safety of bikes is the main tasks in coming years.

## 2.8. Information & Education

“Information & Education” examines the way in which the citizens are informed about the cycling policy and what is being done concerning education and cycle training.

**BEST PRACTICE:** A communication strategy for bicycle traffic is tailored to the needs of the city's cycling policy, and provides up-to-date, easy accessible communication. The topics and channels used are adjusted according to the target groups. Regular, high-quality training possibilities for all ages and target groups further remove existing barriers to cycling.

	Yes/ no (/ partially)	Explain
Communication plan for cycling?		
• Channels:		
○ Leaflets	Yes	Every year leaflets are published by Kaunas City Municipality Public Health Bureau, Kaunas A. Žikevičius Safe Child School (Safe Traffic School) and other organizations.
○ Posters	Yes	Every year posters informing about main bicyclists' events (Kaunas bicycle marathon, Parade of Kaunas cyclists, European Mobility Week campaign „A day without my car”) are usually published by organizers. Not regularly posters are published by other organizations.
○ Website	Yes	<ul style="list-style-type: none"> <li>• <a href="http://www.dviratis.lt/">http://www.dviratis.lt/</a> - Lithuanian Cyclists' Community website;</li> <li>• <a href="http://www.velomanai.lt/forumas/">http://www.velomanai.lt/forumas/</a> - website of cyclists amateurs club „Velomanai“;</li> <li>• Public enterprise „Dviratai“ („2 wheels“) – arranging massive events for cyclists, <a href="http://lt-it.facebook.com/pages/Dviratai/194127083946794/">http://lt-it-facebook.com/pages/Dviratai/194127083946794/</a>;</li> <li>• <a href="http://www.sem.kaunas.lm.lt/">http://www.sem.kaunas.lm.lt/</a> - website of Kaunas A. Žikevičius Safe Child School;</li> <li>• <a href="http://kaunomaratonas.lt/">http://kaunomaratonas.lt/</a> - website of Kaunas bicycle marathon and other events.</li> </ul>
○ Media campaigns	Yes	Reports on Kaunas bicycle marathon, Parade of Kaunas cyclists, European Mobility Week and campaign „A day without my car” and other main activities are made by local television and newspapers.
○ Other?	Yes	Information publications, environmental campaigns, video films.
• Targeted users		
○ schools	Yes	
○ elderly	Partially	
○ employers	No	
○ PT-users	Yes	PT-users are informed about main bicyclists' events in information screens inside public transportation.

○ Retailers	No	
○ Other?		
• Targeting other road users	Yes	Tourists, students, families.
• Topics		
○ Safety	Yes	
○ Cycling routes	Yes	Kaunas city municipality administration Environmental Protection Department publishes information about cycling routes in website: <a href="http://aplinka.kaunas.lt/?pg=69&amp;lang=1&amp;menu_id=28">http://aplinka.kaunas.lt/?pg=69&amp;lang=1&amp;menu_id=28</a>
○ Traffic legislation	Yes	
○ Practical skills	Yes	
○ Bicycle theft	Partially	Kaunas police offer free bike security marking.
○ Equipment (helmets, lights, ...)	Yes	
○ Other?		



<p>Examples?</p>	<p>Over the past 3 years Kaunas City Municipality Public Health Bureau has published several leaflets:</p> <ul style="list-style-type: none"> <li>• leaflet “Bicycle can be your friend (guidelines for children)” methodological tool for child injury and accident prevention, promotes bicycle use and safety behavior (edition of 2000);</li> <li>• leaflet “Bicycle can be your friend (guidelines for parents)” methodological tool for child injury and accident prevention, informing parents about the need to take care of child-cyclist safety (edition of 2000);</li> <li>• leaflet "Together with a bike" methodological tool for parents, it gives an idea how to promote physical activity among children, provides practical advice for parents on how to be more beneficial to spend leisure time, what forms of physical activity can be offered for a child or for the whole family in order to be more physically active and healthier (edition of 2000);</li> <li>• leaflet “Every day with a bike” promotes the use of bicycle and physical activity.</li> </ul> <p>Kaunas City Municipality Public Health Bureau has published a poster for younger school-age children, physical activity pyramid - "Act", informing about the required standards of physical activity in daily life (involves the use of bicycle).</p> <p>Kaunas A. Žikevičius Safe Child School publishes newspaper "Safe Child" 8 times during the school year (edition 800), which is delivered to schools of general education in Kaunas. Publications in the newspaper provide information about organized events, contests, practical advice for teachers and children.</p>	
<p>Education activities?</p>		
<ul style="list-style-type: none"> <li>• Topics</li> </ul>		
<ul style="list-style-type: none"> <li>○ Safety</li> </ul>	<p>Yes</p>	
<ul style="list-style-type: none"> <li>○ Cycling routes</li> </ul>	<p>No</p>	
<ul style="list-style-type: none"> <li>○ Traffic legislation</li> </ul>	<p>Yes</p>	<p>Courses for schoolchildren and teachers are organized.</p>
<ul style="list-style-type: none"> <li>○ Practical skills</li> </ul>	<p>Yes</p>	<p>Courses for schoolchildren and teachers are organized.</p>
<ul style="list-style-type: none"> <li>○ Bicycle theft</li> </ul>	<p>No</p>	
<ul style="list-style-type: none"> <li>○ Equipment (helmets, lights, ...)</li> </ul>	<p>Yes</p>	

<ul style="list-style-type: none"> <li>○ Other?</li> </ul>		
<ul style="list-style-type: none"> <li>• Targeted users</li> </ul>		
<ul style="list-style-type: none"> <li>○ schools</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>○ elderly</li> </ul>	No	
<ul style="list-style-type: none"> <li>○ employers</li> </ul>	No	
<ul style="list-style-type: none"> <li>○ PT-users</li> </ul>	No	
<ul style="list-style-type: none"> <li>○ Retailers</li> </ul>	No	
<ul style="list-style-type: none"> <li>○ Other?</li> </ul>	No	
<ul style="list-style-type: none"> <li>• Targeting other road users?</li> </ul>	No	
<ul style="list-style-type: none"> <li>• Other?</li> </ul>	Yes	Teacher qualification improvement programmes including sub-themes and presentations on bicycle driver training and culture of driving were prepared.
Examples?	<p>Kaunas A. Žikevičius Safe Child School developed methodological instruments which are used in Lithuania such as "Crossing Circle"; "Cyclists ABC"; "Road signs puzzle."</p> <p>Other methodological tools developed by Kaunas A. Žikevičius Safe Child School methodologists and used in Kaunas are: "Bicycle History"; book tabs "Tips", the sub-theme related to bicycles is "If you know the rules – you'll ride a bicycle safely".</p> <p>Short videos about bicycle use and safety behavior, traffic legislation were made in Kaunas A. Žikevičius Safe Child School's video studio and is widely used by human safety and primary school teachers in classes all over Lithuania: "The Court", 2006; "Cyclists", 2007; "The right choice" 2009.</p> <p>Approximately 60 children per year attend non-formal education programs for Cycling circles in Kaunas A. Žikevičius Safe Child School. Courses for schoolchildren and teachers are organized.</p>	

Strong points	There are organizations in Kaunas which have a significant contribution towards education activities and communication for cycling traffic.	
Areas of improvement	A communication strategy for bicycle traffic needs to be coordinated in order to involve all ages and target groups.	

## 2.9. Promotion & Partnerships

This element focuses on how cycling is promoted among specific target groups and how the corresponding partners are being involved.

BEST PRACTICE: Cycling is promoted through comprehensive, professionally organized and long-term bicycle campaigns (health, environment,...), attractive incentives for cyclists, campaigns to raise awareness and to improve the image of cycling promote cycling among the different target groups. To raise awareness on cycling, legislation concerning the safety of cyclists is enforced, among cyclists itself, but also among the other road users. Partnerships are set up in which different user groups are engaged.

	Yes/ no (/ partially)	Explain
Promotion of cycling?		
<ul style="list-style-type: none"> <li>• Citizens' engagement plan</li> </ul>	No	
<ul style="list-style-type: none"> <li>• Leaflets</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>• Posters</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>• Website</li> </ul>	Yes	<ul style="list-style-type: none"> <li>• <a href="http://www.dviratis.lt/">http://www.dviratis.lt/</a> - Lithuanian Cyclists' Community website;</li> <li>• <a href="http://www.velomanai.lt/forumas/">http://www.velomanai.lt/forumas/</a> - website of cyclists amateurs club „Velomanai“;</li> <li>• Public enterprise „Dviratai“ („2 wheels“) – arranging massive events for cyclists, <a href="http://lt-lt.facebook.com/pages/Dviratai/194127083946794">http://lt-lt.facebook.com/pages/Dviratai/194127083946794</a>;</li> <li>• <a href="http://www.sem.kaunas.lm.lt/">http://www.sem.kaunas.lm.lt/</a> - website of Kaunas A. Žikevičius Safe Child School;</li> <li>• <a href="http://kaunomaratonas.lt/">http://kaunomaratonas.lt/</a> - website of Kaunas bicycle marathon and other events;</li> </ul>
<ul style="list-style-type: none"> <li>• Contests</li> </ul>	Yes	Kaunas A. Žikevičius Safe Child School organizes figure cycling contests for children in different Kaunas city communities (approximately 3-4 contests per year).
<ul style="list-style-type: none"> <li>• Financial incentives</li> </ul>	No	
<ul style="list-style-type: none"> <li>• Media campaigns</li> </ul>	No	

<ul style="list-style-type: none"> <li>• Other?</li> </ul>	Yes	<p>Kaunas city municipality administration Environmental Protection Department and public enterprise “Dviratai” organizes promotion of cycling an awareness raising campaign Parade of Kaunas cyclists aiming at sensibilising citizens to the use of cycling. Parade of Kaunas cyclists is organized two times a year (in spring and autumn) and brings together people of various age groups from all communities in Kaunas city.</p> <p>Every year different target groups are involved in environmental events such as European Mobility Week campaign „A day without my car”.</p>
Examples?	<p>The first Parade of Kaunas cyclists was organized during European Mobility Week in 2010. Since then, it became a tradition to hold this event two times a year in spring and autumn, aiming to mark the opening and the closure of cycling season in Kaunas. Number of participants increased from 200 to 400.</p>	
Activities to increase awareness?		
<ul style="list-style-type: none"> <li>• Promotion of image of cycling</li> </ul>	Yes	Kaunas bicycle marathon 2010, Kaunas bicycle marathon 2011, Parade of Kaunas cyclists, year 2010 and 2011.
<ul style="list-style-type: none"> <li>• Example role for city administration</li> </ul>	Yes	City administration gets involved in European Mobility Week campaign „A day without my car”.
<ul style="list-style-type: none"> <li>• Enforcement of legislation</li> </ul>	No	
<ul style="list-style-type: none"> <li>• Controls of bicycle equipment (lights, helmets, ...)</li> </ul>	No	Road Safety Law in Lithuania requires bicyclists and bicycle passengers under 18 years old to wear helmets.
<ul style="list-style-type: none"> <li>• Other?</li> </ul>	No	
Examples?		
Partnerships with user groups?		
<ul style="list-style-type: none"> <li>• schools</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>• elderly</li> </ul>	No	
<ul style="list-style-type: none"> <li>• employers</li> </ul>	No	
<ul style="list-style-type: none"> <li>• PT-users</li> </ul>	Partially	

<ul style="list-style-type: none"> <li>retailers</li> </ul>	Partially	Retailers were invited to sponsor the Parade of Kaunas cyclists, Kaunas bicycle marathon.
<ul style="list-style-type: none"> <li>other road users</li> </ul>	No	
<ul style="list-style-type: none"> <li>Other?</li> </ul>	No	
Examples?		

Strong points	Cycling is promoted through regular and attractive bicycle campaign such as Parade of Kaunas cyclists, which promote cycling among different target groups.
Areas of improvement	Activities to increase awareness and partnerships with user groups.

## 2.10. Complementary actions

This module deals with activities or decisions beyond the core responsibilities of the cycling policy that indirectly affect cycle use, avoiding counter-productive effects.

**BEST PRACTICE:** Efficient measures to curb car use are imposed, such as the design of an inner-city parking management and traffic circulation plan that is orientated to cyclists' needs, giving a preferential treatment of bicycle traffic on main bike routes, consciously accepting disadvantages for car traffic.

The land-use planning can encourage cycling by giving high priority to securing attractive bicycle infrastructure and enforcing regulations on bicycle facilities in building permits. A compulsory mobility aptitude examination for new developments can identify negative effects in an early stage. Further, a compact city structure results in short travel distances, making cycling the fastest mode.

	Yes/ no (/ partially)	Explain
Measures to curb car use?		
<ul style="list-style-type: none"> <li>Car circulation plan limiting traffic in specific zones (e.g. city centre, residential areas, ...)</li> </ul>	Yes	Limit of transport is realized in main street of the city, and bikes lines was painted there.

<ul style="list-style-type: none"> <li>• Circulation plan making cycling the shortest trip (e.g. detours for cars)</li> </ul>	No	In main street of the city there is realized shortest trip model, as cars could move only in parallel streets.
<ul style="list-style-type: none"> <li>• Speed limits</li> </ul>	Yes	There is 50 km/h speed limit for cars in main streets of the city.
<ul style="list-style-type: none"> <li>• Road pricing</li> </ul>	No	There are discussions about pricing on the entrance to old part of the city.
<ul style="list-style-type: none"> <li>• Strict parking regulations</li> </ul>	Yes	There is bigger parking price for cars in the centre of the city.
<ul style="list-style-type: none"> <li>• Other?</li> </ul>		
Examples?	Example is a main street of the city, where you could reach in short time any point, what is almost not available with car. The only special cars have permissions to enter this zone. The highest price for parking of cars in parallel streets realizes measures to curb car use.	
Land-use planning to encourage cycling?		
<ul style="list-style-type: none"> <li>• Compact city structures to make distances short</li> </ul>	No	Kaunas is compact city, improved infrastructure for bikes would make possible to reach the different parts of the city in 30-40 minutes.
<ul style="list-style-type: none"> <li>• Regulations on bike facilities in building permits</li> </ul>	Yes	Regulations on bike facilities exist in permits for streets and pavements, but not for buildings
<ul style="list-style-type: none"> <li>• Compulsory mobility aptitude examination for all new developments</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>• Other?</li> </ul>		
Examples?	Parking facilities near new constructed houses, showers for employs, who are coming with bikes.	

Strong points	Parking policy in the central parts of the city helps to curb car use
Areas of improvement	Compulsory mobility aptitude examination for all new developments would encourage use of the bikes in the city.

### 3. GENERAL ANALYSIS

In this concluding part, a general conclusion is given, based on the findings in the elements discussed above. Indicate which are the general strong points of your cycling policy, and where you believe that improvement is still possible.

Strong points	Planning: Coordination/ organization, Policy on paper;
Areas of improvement	Actions: Education and information, Promotion and partnerships.