

# Transport and Environment Committee

10.00am, Thursday, 25 April 2024

## Local Traffic Improvement – Programme Proposal and Assessment Criteria

Executive/Routine  
Wards

Executive  
All

### 1. Recommendations

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- 1.1 It is recommended the Transport and Environment Committee:
  - 1.1.1 Notes the proposed process for scheme assessment, selection and prioritisation and approves commencement of the new Programme; and
  - 1.1.2 Approves the Project Assessment Criteria for the Local Traffic Improvement Programme (Appendix 1).

**Paul Lawrence**

Executive Director of Place

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## Local Traffic Improvement - Programme Proposal and Assessment Criteria

### 2. Executive Summary

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- 2.1 This report aims to provide a transparent process for scheme assessment, selection and prioritisation for the Local Traffic Improvement (LTI) programme.
- 2.2 The new LTI Programme is intended to replace the Neighbourhood Environment Programme (NEP) and deliver projects, in a city wide context, for local communities.

### 3. Background

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- 3.1 In June 2023, a new Local Traffic Improvement team was created to progress local traffic improvement projects, focused on addressing mobility challenges and the impact of through traffic on our local communities, working closely with a dedicated delivery team.
- 3.2 The key objectives of the Local Transport Improvements team are:
  - 3.2.1 To contribute to the creation of a safe, sustainable, and equitable transport landscape through the removal of barriers for the most vulnerable of road users when walking, wheeling and cycling in residential areas or accessing essential local services and amenities, particularly in respect of those highlighted in the Scottish Index of Multiple Deprivation; and
  - 3.2.2 To contribute to the achievement of the targets set out in Edinburgh's Road Safety Action Plan to 2030, focusing on the safety of our most vulnerable road users when walking, wheeling or cycling.
- 3.3 The NEP was a local capital investment strategy devolving decision making to Locality Managers to deliver transport and environmental projects for local communities.

## 4. Main report

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- 4.1 The LTI programme is intended to improve local access for people walking and cycling in our communities and consider the introduction of small traffic schemes to mitigate or eliminate the impact of intrusive road traffic in residential areas.
- 4.2 The approach proposed for the LTI programme focuses on making use of a factored and ranked criteria to consider local interventions and small projects across the city.
- 4.3 The draft process has been circulated for review and comment by Elected Members prior to being presented to Committee. Engagement has also commenced with officers from across the service and it is proposed to engage with three key stakeholder groups – Spokes, Living Streets and the Edinburgh Access Panel before the project scoring matrix is finalised.
- 4.4 The suggested prioritisation methodology is included in Appendix 1 and includes details of the key criteria affecting suggested locations with regards (but not limited) to: hazards or obstacles to the progress and safety of people walking, wheeling and cycling, and the volume and speed of traffic.
- 4.5 It is anticipated that the programme will include two discrete workstreams – one to develop wider ranging improvements and one where ‘Quick Wins’ can be identified and delivered in conjunction with Road Safety activities.
- 4.6 The evaluation guide includes nine questions, with particular scoring methodologies. Each question carries a maximum score of three points.
- 4.7 The proposed project criteria includes a range of questions. The simple scoring system will assist with scheme selection and prioritisation. Each question suggests a range of factors to consider in terms of project outcomes.
- 4.8 Project Sponsors, Ward Councillors and Community Councils will be encouraged to consider the range of questions and likely outcomes prior to promoting individual schemes.

### **Resourcing**

- 4.9 Recruitment is ongoing for two Engineers posts to work with the project development and delivery teams. When fully resourced, the team will comprise eight officers, of which three will develop the LTI Programme and five will complete detailed design and delivery for both road safety and LTI projects.
- 4.10 The budget for the programme is expected to be £500,000 per year for projects across the city.
- 4.11 Whilst individual project costs are unknown at this stage, there is an expectation that maximum scheme budgets would be around £50,000 each to ensure a spread of projects across the city.

### **Existing Schemes**

- 4.12 Initially, the programme will also need to consider prioritisation of a number of previous NEP proposals which have been carried forward from previous years.

- 4.13 It is noted there are areas of concern for local communities across the city where specific junctions (such as the Queensferry Road (Hillhouse Road) junction with Telford Road and Strachan Road, and the Polwarth Pavement Project) which fall outside the wider Major Junction Improvements programme. These and similar junctions will also be included on the LTI project list for early consideration against the approved criteria.
- 4.14 In addition, as noted in a separate report on today's agenda, it is proposed to develop a project for Parkgrove Drive as part of the programme.

### **Reporting**

- 4.15 Administration of the LTI programme and scheme assessment will be undertaken by officers and will be reported annually to Committee.

## **5. Next Steps**

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- 5.1 If Committee approve the recommendations, officers will:
- 5.1.1 Finalise the prioritisation criteria and scoring methodology following engagement with officers and stakeholders; and
  - 5.1.2 Engage with scheme sponsors and prioritise suggested projects using the suggested scoring criteria to develop a prioritised project programme for 2024/25.
- 5.2 It is anticipated that the prioritised programme for 2024/25 will be presented to Committee in June 2024 for approval.

## **6. Financial impact**

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- 6.1 The annual budget is expected to be £500,000, with the potential for project sponsors and officers to identify additional internal or external partner funding that may be available.
- 6.2 As noted above, it is anticipated that maximum scheme budgets would be around £50,000 each to ensure a spread of projects across the city.

## **7. Equality and Poverty Impact**

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- 7.1 As the LTI is a continuation of an established locality transport function it was not considered necessary to undertake an Integrated Impact Assessment (IIA), however the proposed core duties and prioritised delivery programme are considered to improve road safety, mobility and accessibility for all residents, visitors and road users.
- 7.2 The proposal is intended to improve road safety, mobility, and accessibility for our most vulnerable road users. Further engagement with Stakeholder groups representing pedestrians, cyclists, public transport users and disability groups will

be undertaken to ensure the project outcomes, expected interventions or larger schemes do not disadvantage any particular group.

## **8. Climate and Nature Emergency Implications**

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### **Environmental Impacts**

- 8.1 The outcome of all activities and measures described in this report are intended to positively support environmental and climate change requirements. The overall duty of the Council is to reduce collisions and casualties, by creating a safer more pleasant street environment for all road users particularly focusing on our most vulnerable communities.
- 8.2 In terms of modal shift, and carbon reduction our interventions are centred on the approved transport hierarchy to support delivery of the City Mobility Plan and create safe road environments for our communities.

## **9. Risk, policy, compliance, governance and community impact**

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- 9.1 None.

## **10. Background reading/external references**

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- 10.1 None

## **11. Appendices**

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Appendix 1 – Local Traffic Improvement Programme Project Assessment Criteria

## **Local Traffic Improvement Programme**

### **Project Assessment Criteria, April 2024**

#### **Network Management & Environment**

The following criteria has been developed to provide a transparent process for scheme assessment, selection and prioritisation for the Local Traffic Improvement programme.

This Programme is intended to replace the historical Neighbourhood Environment Programme (NEP) and deliver projects, in a city wide context, for local communities.

The evaluation guide includes 10 questions with particular scoring methodologies. Each question carries a maximum score of 3 points.

The proposed project criteria considers a range of questions and a simple scoring system to assist with scheme selection and prioritisation. Each question suggests a range of factors to consider in terms of project outcomes.

Project Sponsors, Ward Councillors and Community Councils would be encouraged to consider the range of questions and likely outcomes prior to promoting individual schemes.

In terms of project scope, the annual LTI budget is expected to be in the region of £500k each year, whilst individual project costs are unknown at this stage there is an expectation that maximum scheme budgets would be around £50k each, to ensure a spread of projects across the City.

Administration of the project bank and scheme assessment would be undertaken by officers, reporting to the Transport and Environment Committee annually.

Question	Assessment	Score
<p><b>1. Does the project seek to address significant hazards or barriers to the mobility of vulnerable road users in local area?</b></p> <p>Consider:</p> <p>When looking at this question consider the following factors;</p> <ul style="list-style-type: none"> <li>• Are there reported casualties at or in the vicinity of location? (Check data with AIP)</li> <li>• Are there barriers to Active Travel?</li> <li>• Is there a lack of crossing facilities?</li> <li>• Intrusive traffic through a local community?</li> <li>• Does the project promote walking, wheeling &amp; cycling?</li> <li>• Does the project link with any other projects currently being considered or approved? (Consult with Senior Transport Team Leader and Local Traffic &amp; Road Safety Manager for more information after checking the Roads and Infrastructure Investment – Capital Delivery Programme).</li> </ul>	<p>Please circle the appropriate score below:</p> <p><b>3</b> = Project meets more than 2 factors</p> <p><b>2</b> = Project meets 2 factors</p> <p><b>1</b> = Project meets 1 factor</p>	
<p><b>2. Significant Local Environment Features?</b></p> <p>Consider:</p> <ul style="list-style-type: none"> <li>• When looking at this question consider the following community service feature. Does the project support communities and improve mobility at the following: <ul style="list-style-type: none"> <li>• School</li> <li>• Residential area</li> <li>• Vulnerable user groups</li> <li>• Health Services</li> <li>• Emergency Services</li> </ul> </li> </ul>	<p>Please circle the appropriate score below:</p> <p><b>3</b> = Project meets 4 or more set factors</p> <p><b>2</b> = Project meets 2-3 set factors</p> <p><b>1</b> = Project meets only 1 set factor</p>	

<ul style="list-style-type: none"> <li>• Bus Route</li> <li>• Controlled Crossing</li> <li>• Uncontrolled Crossing</li> <li>• School Crossing Patrol Guide</li> <li>• Local shops or commercial properties</li> </ul>		
<p><b>3. What is the condition of the existing pavements, access routes or roads?</b></p> <p>Things to consider:</p> <p>When looking at this question consider the following factors;</p> <ul style="list-style-type: none"> <li>• Footways - Kerb Condition / Alignment Appearance of kerb with respect to the continuity of level?</li> <li>• Footways – Footpath/ Footway Deformation Overall continuity of surface of footpath/ footway i.e., sunken flag stones, raising of level by tree roots etc?</li> <li>• Footways – Surface Water Indicate the extent of problem caused by the footpath/ footway surface allowing surface water to stand after surrounding surface areas has dried?</li> <li>• Road – Irregular surface / Deformation Relates to overall continuity of the road surface, i.e., wheel tracks rutting</li> <li>• Road – Deterioration beyond cyclic maintenance levels What condition is the section of road, is it reasonable, or is wear and tear starting to show or is it in poor condition giving pedestrians difficulty and or damage to vehicles?</li> </ul>	<p>Please circle the appropriate score below:</p> <p><b>3</b> = The asset condition is poor</p> <p><b>1</b> = The asset condition is reasonable</p> <p><b>0</b> = The asset condition is good</p>	



#### 4. Project impact on community?

Things to consider:

In this question think about the following, what is the nature of the area, the level of usage and the impact on communities;

##### **Residential, Shopping and Services**

- Is it high usage, with high levels of pedestrian and vehicles movement, normally in densely populated residential areas, larger shopping areas or high commercial activity?
- Is it medium usage, with moderate levels of pedestrian and vehicles movement, normally situated in residential areas, local shopping areas or community services?
- Is it low use, which has infrequent levels of pedestrian and vehicles movement, often located in rural areas?

##### **Roads**

- Are there high traffic flows affecting quality of life or accessibility, possibly on arterial roads and other routes through busy built-up areas with high levels of pedestrian and vehicles movement, normally at centre of shopping areas and or commercial activity?
- Are there medium traffic flows, from main roads and other routes through busy built-up areas with moderate levels of pedestrian and vehicles movement, normally situated outside shopping areas or commercial activity?
- Is it low intensity with infrequent levels of pedestrian and vehicles movement, normally located in rural areas?

Please circle the appropriate score below:

**3** = Project contributes to a substantial impact in area

**2** = Project contributes to a partial impact in area

**1** = Project contributes to a limited impact in are

<p><b>5. Does the project meet Council transport pledges and objectives?</b></p> <p>Things to consider:</p> <ul style="list-style-type: none"> <li>• Does the project meet criteria set out in the <a href="#">City Mobility Plan</a> and other appropriate Council policies. Does it afford greater priority to walking, wheeling and cycling?</li> <li>• Does the project adopt the principles described in the <a href="#">Edinburgh Street Design Guidance</a>?</li> <li>• <b>**Check that there are no Active Travel or Road Safety Schemes already planned**</b></li> <li>• Does the project meet the Council’s vision for safer streets, examples are the <a href="#">20mph rollout</a> and Future Streets Framework and the <a href="#">Updated Road Safety Action Plan for Vision Zero</a>?</li> <li>• Does the project meet the Council’s vision for <a href="#">20 minute Neighbourhoods</a>?</li> </ul>	<p>Please circle the appropriate score below:</p> <p>3 = Meets 2 or more objectives set out by Council Transport initiative / guidance</p> <p>2 = Meets 1 objective set out by Council Transport initiatives/guidance</p> <p>1 = Meets no objectives set out by Council Transport initiatives/guidance</p>	
<p><b>6. Does the project improve accessibility or mobility for disabled road users?</b></p> <p>Things to consider?</p> <p>Potential to improve mobility for individuals or groups with disabilities or people who find it difficult to access local services/shops or public transport. Does the scheme:</p> <ul style="list-style-type: none"> <li>• Improve independent access for people with disabilities</li> <li>• Provide better infrastructure and mobility in an area where there are known barriers to mobility for disabled road users</li> <li>• Is the project close to an organisation supporting people with disabilities</li> <li>• Is the current environment unsuitable for wheelchair use (steps etc)</li> <li>• Does the level of traffic or traffic control create a barrier for road crossing</li> <li>• Does the existing layout or street clutter create a barrier or challenge for disabled people</li> </ul>	<p>Please circle the appropriate score below:</p> <p>How many sections of the evaluation criteria does the potential project meet?</p> <p><b>3</b> = Project meets 4 or more set factors</p> <p><b>2</b> = Project meets 2-3 set factors</p> <p><b>1</b> = Project meets only 1 set factor</p>	

<p><b>7. Does the project help address issues identified in the Scottish Index of Multiple Deprivation? <a href="#">Scottish Index of Multiple Deprivation</a></b></p> <p>Things to consider:</p> <p>Potential to improve access or develop community links that may have a positive impact on:</p> <ul style="list-style-type: none"> <li>• Geographic access to local services</li> <li>• Promote health and wellbeing.</li> <li>• Promote access for education and learning.</li> <li>• Promote access to employment.</li> <li>• Improving access to active travel and public transport services.</li> </ul>	<p>Please circle the appropriate score below:</p> <p><b>3</b> = More than 1 factor <a href="#">in an area highlighted as within the Most Deprived 20%</a></p> <p><b>2</b> = 1 factor <a href="#">in an area highlighted as within the Most Deprived 20%</a></p> <p><b>1</b> = Factor(s), but not in an area highlighted as within the Most Deprived 20%</p>	
<p><b>8. Does the project promote car use or seek to create additional parking areas?</b></p> <p>Things to consider?</p> <p>In higher density residential areas, particularly long-standing areas of Council / Social Housing, there may be high demand on available on-street parking and requests for new layby or car parking spaces. Does the scheme:</p> <ul style="list-style-type: none"> <li>• Move or reroute existing pedestrian footways</li> <li>• Reduce open space for disabled or vulnerable road users</li> <li>• Reduce community greenspaces</li> <li>• Potentially provide additional blue badge spaces to promote independent travel <b>Council Housing area – check with officers in Housing whether this might be appropriate or considered within Environmental Improvement Programme</b></li> <li>• Potentially increase the volume of traffic in residential areas</li> </ul>	<p>Please circle the appropriate score below:</p> <p>How many sections of the evaluation criteria does the potential project meet?</p> <p><b>3</b> = No, project prioritises walking, wheeling &amp; cycling</p> <p><b>1</b> = Yes, but with links to existing pedestrian footways</p> <p><b>0</b> = Yes, prioritises car use above other user groups</p>	

<p><b>9. Additional Funding – Is additional funding available (external or internal) available to support the project.</b></p> <ul style="list-style-type: none"> <li>• Can the project sponsor secure significant external funding to support design and/or project delivery costs</li> <li>• Could officers source additional external funding to support the scheme</li> <li>• Could other sources of internal (CEC) funding be identified</li> </ul>	<p>What form of additional funding is available and how can it contribute to the project costs?</p> <p>Please circle the appropriate score below:</p> <p><b>3</b> = Significant external funding available secured by the project sponsor (for example - match funding)</p> <p><b>2</b> = External funding is available (up to approx. 25%)</p> <p><b>1</b> = Other internal funding is available</p>	
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<p><b>10. Aggregate Score - Number of listed criteria project meets.</b></p> <p><b>Does the project positively contribute to a number of different criteria?</b></p> <p>Address significant hazards or barriers to the mobility of vulnerable road users in local area.</p> <p>Significant Environment Features.</p> <p>Condition of existing area.</p> <p>Project impact on Community</p> <p>Meets Council Transport pledges and objectives.</p> <p>Tackle issues identified in the Scottish Index of Multiple Deprivation.</p> <p>Project improves accessibility or mobility for disabled road users.</p> <p>Additional funding available (external or internal) available to support the project.</p>	<p>How many sections of the evaluation criteria does the potential project meet?</p> <p>Please circle the appropriate score below:</p> <p><b>3</b> = Project meets 4 or more set factors</p> <p><b>2</b> = Project meets 2-3 set factors</p> <p><b>1</b> = Project meets only 1 set factor</p>	
	<b>Max Score</b>	<b>30</b>