

Notice of meeting and agenda

Transport and Environment Committee

10:00am Tuesday 27 October 2015

Dean of Guild Court Room, City Chambers, High Street, Edinburgh

This is a public meeting and members of the public are welcome to attend

Contacts

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1. Order of business

- 1.1 Including any notices of motion and any other items of business submitted as urgent for consideration at the meeting.

2. Declaration of interests

- 2.1 Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

3. Deputations

- 3.1 None at this stage

4. Minutes

- 4.1 Transport and Environment Committee 25 August 2015 (circulated) - submitted for approval as a correct record

5. Forward planning

- 5.1 Transport and Environment Committee Key Decisions Forward Plan (circulated)
- 5.2 Transport and Environment Committee Rolling Actions Log (circulated)
- 5.3 Committee Decisions – October 2014 – August 2015 (circulated)

6. Business bulletin

- 6.1 Transport and Environment Committee Business Bulletin (circulated)

7. Executive decisions

- 7.1 Update on the Street Scene Project - report by the Acting Director of Services for Communities (circulated)
- 7.2 Policies - Assurance Statement - report by the Acting Director of Services for Communities (circulated)
- 7.3 Pentland Hills Regional Park Boundary Bill – Response to Calls for Evidence - report by the Acting Director of Services for Communities (circulated)
- 7.4 Public Utility Performance 2015/16 Quarter 1 (April, May and June 2015) - report by the Acting Director of Services for Communities (circulated)
- 7.5 Street Lighting - Roll Out of Light Emitting Diode (LED) Lanterns Across the City - report by the Acting Director of Services for Communities (circulated)
- 7.6 Assessing Supported Bus Services: Further Report - report by the Acting Director of Services for Communities (circulated)

- 7.7 Future Bus Lanes Expansion Plans and Bus Lane Camera Enforcement Update - report by the Acting Director of Services for Communities (circulated)
- 7.8 Carriageway and Footway Capital Investment Strategy - report by the Acting Director of Services for Communities (circulated)
- 7.9 Roseburn to Leith Walk Cycle Route and Street Improvement Project – Public Consultation for the Preliminary Design - report by the Acting Director of Services for Communities (circulated)
- 7.10 Services for Communities Financial Monitoring: 2015/16 – Half Year Position - report by the Acting Director of Services for Communities (circulated)
- 7.11 Objection to Proposed Waiting Restrictions – Seaforth Drive / Groathill Road South / Groathill Avenue / South Groathill Avenue TRO 14/31 - report by the Acting Director of Services for Communities (circulated)
- 7.12 Sustainable Scotland Network Conference 2015 - report by the Deputy Chief Executive (circulated)
- 7.13 Resolution of Fly-Tipping at Caroline Park Avenue, EH5 1HY - referral from the Petitions Committee (circulated)

8. Routine decisions

- 8.1 Landfill and Recycling - report by the Acting Director of Services for Communities (circulated)

9. Motions

- 9.1 Carbon Literacy – Motion by Councillor Hinds

"The Carbon Literacy initiative is a unique behavioural change project originating in Manchester. It is designed to address the issues around climate change by assisting individuals to make small simple steps to reduce their carbon footprint. This year the Manchester programme will offer everyone who lives, works or studies in the city a day's worth of carbon literacy training. Individuals who become trained can then in turn train others. The scheme has grown across the Manchester region and the wider north west. Manchester City Council is reporting clear benefits from the initiative both in terms of reducing carbon and in developing genuine community partnerships.

Given the Council's aim to reduce carbon emissions by 42% by 2020, there is an obvious link with the Carbon Literacy Programme, the Council's SEAP which has a specific objective to address behaviour change across Edinburgh and the role of the Edinburgh Sustainable Development Partnership in delivering initiatives across the city.

In light of the above, the Committee is requested to call for a report that looks at the potential for a Carbon Literacy or equivalent initiative in Edinburgh and in particular the role of the ESDP in delivering such a programme. The report should also address any costing or resource implications."

9.2 Weed control and use of glyphosate – Motion by Councillor Booth

This committee notes:

1. That earlier this year, the International Agency for Research on Cancer (IARC), an arm of the World Health Organisation (WHO), classified glyphosate as "probably carcinogenic to humans";
2. That several countries, including Holland, Denmark and Sweden, have banned or restricted the use of glyphosate by local authorities and that some cities, including Chicago and Paris, have voluntarily made their public spaces glyphosate-free;
3. That glyphosate forms the basis of herbicides used by the Council to control weed growth on streets and in parks and green spaces, and that around 4,700 litres of herbicide are applied by the council each year;
4. That council officers are already investigating alternatives to the use of glyphosate;

This committee believes that:

5. Where substantial evidence of the negative impact of chemicals on human health and the wider environment exists, the council should pursue the precautionary principle and should seek to utilise other weed control methods where evidence of such negative impacts does not exist;

This committee therefore agrees:

6. To continue to investigate alternatives to the use of glyphosate for weed control and undertake at least two pilots to trial alternative weed control strategies, presenting a report to committee within twelve months with options and costs of alternative weed control methods.
7. To phase out the use of glyphosate by the council as soon as an effective and cost-effective alternative weed control strategy has been identified;

Carol Campbell

Head of Legal and Risk

Committee Members

Councillors Hinds (Convener), McVey (Vice-Convener), Aldridge, Bagshaw, Barrie, Booth, Cardownie, Cook, Donaldson, Doran, Gardner, Bill Henderson, Jackson, Keil, McInnes, Burns (ex officio) and Howat (ex officio).

Information about the Transport and Environment Committee

The Transport and Environment Committee consists of 15 Councillors and is appointed by the City of Edinburgh Council. The Transport and Environment Committee usually meets every eight weeks.

The Transport and Environment Committee usually meets in the Dean of Guild Court Room in the City Chambers on the High Street in Edinburgh. There is a seated public gallery and the meeting is open to all members of the public.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Stuart McLean or Aileen McGregor, Committee Services, City of Edinburgh Council, City Chambers, High Street, Edinburgh EH1 1YJ, Tel 0131 529 4106 / 0131 529 4325, email: stuart.mclean@edinburgh.gov.uk / aileen.mcgregor@edinburgh.gov.uk .

A copy of the agenda and papers for this meeting will be available for inspection prior to the meeting at the main reception office, City Chambers, High Street, Edinburgh. The agenda, minutes and public reports for this meeting and all the main Council committees can be viewed online by going to www.edinburgh.gov.uk/meetings .

For remaining item of business likely to be considered in private, see separate agenda.

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Minutes

Transport and Environment Committee

10.00 am Tuesday 25 August 2015

Present:

Councillors Hinds (Convener), McVey (Vice-Convener), Aldridge, Bagshaw, Barrie, Booth, Nick Cook, Doran, Gardner, Bill Henderson, Jackson, Keil, McInnes and Perry

1. Deputation: Commercial Waste at Community Recycling Centres

The Committee considered a deputation request from Peter Lawson on behalf of Unite trade union in relation to a report by the Acting Director of Services for Communities.

The deputation requested that the report (Commercial Waste at Community Recycling Centres) be continued to allow further consultation and feedback from the trade unions in relation to the proposal to end the acceptance of commercial waste at Community Recycling Centres.

Decision

The Convener thanked the deputation for his presentation and invited him to remain for the Committee's consideration of the report by the Acting Director of Services for Communities at item 2 below.

2. Commercial Waste at Community Recycling Centres

A review of the Community Recycling Service (CRC) had been untaken, it had been identified that the continued practice of admitting commercial waste to Seafield and Sighthill Community Recycling Centres cost the Council in excess of £794,000 per annum.

The closure of these elements of the CRC service would allow waste services to make savings, result in an improved level of service for household customers and improve the recycling performance on the site.

Motion

- 1) To note the decision to cease acceptance of commercial waste at Community Recycling Centres, subject to an appropriate communications plan being in place.
- 2) To note that the Convener and Vice Convener would meet with trade unions and management to discuss implementing the changes outlined within the report.
 - Moved by Councillor Hinds, Seconded by Councillor McVey

Amendment

“Committee

- 1) Notes that the commercial waste service currently offered at Seafield and Sighthill Community Recycling Services is operating at a loss;
- 2) Further notes that the Waste (Scotland) Regulations, which came into force on 1 January 2014, place a requirement on all businesses and organisations to separate waste for recycling, therefore the demand amongst businesses for recycling facilities is likely to increase in future;
- 3) Therefore agrees to instruct officers to undertake a review of the commercial waste facilities at the Community Recycling Centres, with a view to maximising income, make efficiencies and reducing costs, and to report back to committee within three months on findings. “

- Moved by Councillor Booth, Seconded by Councillor Bagshaw

Votes

For the Motion 12

For the Amendment 2

Decision

- 1) To note the decision to cease acceptance of commercial waste at Community Recycling Centres, subject to an appropriate communications plan being in place.
- 2) To note that the Convener and Vice Convener would meet with trade unions and management to discuss implementing the changes outlined within the report.

(Reference – report by the Acting Director of Service for Communities, submitted)

3. Minutes

Decision

To approve the minute of the Transport and Environment Committee of 2 June 2015 as a correct record, subject to the following change to the membership of the Climate and Sustainability Member/Officer Working Group: Councillor Booth replacing Councillor Bagshaw as outlined in the Appendix 1 to the minute.

4. Key Decisions Forward Plan

The Transport and Environment Committee Key Decisions Forward Plan for the period October 2015 to January 2016 was submitted.

Decision

To note the Key Decisions Forward Plan for October 2015 to January 2016

(Reference – Key Decisions Forward Plan, submitted)

5. Rolling Action Log

As part of a review of the Council's political management arrangements, the Council had approved a number of revisions to committee business processes including the requirement that Executive Committees introduce a rolling actions log to track committee business.

The Transport and Environment Committee Rolling Actions Log updated to 25 August 2015 was presented.

Decision

- 1) To note that future actions agreed by the Committee calling for further reports or information would be added to the Rolling Actions Log.
- 2) To agree to close actions 3, 11, 12, 13, 24, 25, 27, 28, 34 and 37.

(References – Act of Council No 12 of 24 October 2013; Rolling Actions Log 25 August 2015, submitted)

6. Business Bulletin

The Transport and Environment Committee Business Bulletin for 25 August 2015 was presented.

Decision

To note the Transport and Environment Committee Business Bulletin.

(Reference – Business Bulletin, submitted)

7. Transport for Edinburgh – Annual Performance Review

Details were provided of the performance of Transport for Edinburgh and its companies over the last 18 months and an outline of their objectives for the next year.

Decision

- 1) To note the content of the report by the Acting Director of Services for Communities.
- 2) To acknowledge the achievements of Transport for Edinburgh and its companies in particular the successful first year of operation of Tram, the many initiatives to support integration and the consequent increase in public transport patronage and high levels of customer satisfaction.
- 3) To approve the objectives for Transport for Edinburgh and its companies.
- 4) To agree that officers work with Transport for Edinburgh to develop and agree specific targets based on the objectives for 2016 and report back to the Transport and Environment Committee within two cycles.

Declaration of Interest

Councillor Hinds declared a non-financial interest in the above item as a Member of Transport for Edinburgh Board.

Councillor McVey declared a non-financial interest in the above item as a Member of Transport for Edinburgh Board.

Councillor Bagshaw declared a non-financial interest in the above item as a Member of Transport for Edinburgh Board.

(Reference – report by the Acting Director of Services for Communities, submitted)

8. Craigpark Crescent Play Area

Details were provided of action taken following a petition to the Council from residents concerned about the decommissioning of a play park in Craigpark Crescent, Ratho.

Decision

- 1) To note the progress made in responding to the petition to retain play facilities at Craigpark Crescent, Ratho.
- 2) To support the design proposals drafted following community consultation.

(Reference – Minute of the Transport and Environment Committee 28 October 2014 item 23); report by the Acting Director of Services for Communities, submitted)

9. Progress on Alternative Uses of Bowling Greens

Details were provided of the outcome of consultation led by the Council in partnership with Edinburgh Leisure to determine the future provision of bowling greens..

Decision

- 1) To note the report by the Acting Director of Services for Communities.
- 2) To thank staff for their engagement with Bowling Clubs and Communities to drive forward improvements and changes to ensure the better use of bowling greens.

(Reference – Minute of the Transport and Environment Committee 14 January 2014 (item 20) report by the Acting Director of Services for Communities, submitted)

10. A Public Events Space

An update was provided on the most suitable location to create an events space for high impact events and recreational activities, including costs of installation and maintenance.

Decision

- 1) To consider the reinforced surfacing options available and note that the most suitable location for these is the Meadows.
- 2) To approve that ongoing maintenance of recently installed drainage was viewed as the most suitable options for the Meadows.

- 3) To refer the report to the Culture and Sport Committee for consideration.

(References – Minute of the Transport and Environment Committee 26 August 2014 (item 6) report by the Acting Director of Services for Communities, submitted)

11. Flood Risk Management – Engagement and Consultation

Details were provided of the findings of a public engagement and consultation exercise regarding a proposed Local Flood Risk Management Plan for the Forth Estuary Catchment. Approval was sought for a prioritisation list of potential actions prior to submission to the Scottish Government for consideration.

Decision

- 1) To note the content of the report by the Acting Director of Services for Communities.
- 2) To approve the prioritisation which would be considered by the Scottish Government in relation to the distribution of funds.
- 3) To approve the revised scope for future phases of the Water of Leith Flood Prevention Scheme.

(Reference – Minute of the Transport and Environment Committee 17 March 2015 (item 15) report by the Acting Director of Services for Communities, submitted)

12. Cleanliness of the City

The outcome of the Cleanliness Index Monitoring System (CIMS) assessment of Edinburgh's streets, which had been undertaken by Keep Scotland Beautiful in June 2015, was detailed. The Council had achieved a score of 74 with 95% of the streets surveyed as clean.

Decision

- 1) To note the content of the report.
- 2) To agree that local ward councillors (Leith, Leith Walk and City Centre) would meet with officers to identify the challenges and measures required to improve the Cleanliness Index Monitoring System scores in those wards.

(Reference – report by the Acting Director of Services for Communities, submitted)

13. Public Utility Company Performance 2014/15

Performance information relating to public utility companies during the periods April 2014 to March 2015 (Quarters 1 to 4) was submitted.

Decision

- 1) To note the report by the Acting Director of Services for Communities and performance information shown in appendix A, including the arrangements for securing an improved level of performance from all public utilities.
- 2) To agree that the Convener of the Transport and Environment Committee would write to each of the public utilities Directorate, that had, as yet to agree to sign

up to the Edinburgh Road Works Ahead Agreement and ask them to give further consideration to adopting the agreement.

- 3) To agree that the Convener request a meeting with the Scottish Road Works Commissioner to articulate the Council's concerns at the performance of utility companies in Edinburgh, as referred to in the report by the Acting Director of Services for Communities and to investigate what further action is required to address this important issue.

(References – report by the Acting Director of Services for Communities, submitted)

14. Landfill and Recycling

An update was provided on performance in reducing the amount of non- recyclable waste being sent to landfill and increasing recycling. The total amount of waste sent to landfill in 2014/15 rose by 1.2%, monthly arisings to date (April - May 2015) were 4.4% lower than for the same period in 2014/15.

Decision.

- 1) To note the content of the report by the Acting director of Services for Communities.
- 2) To request that overall disposal and landfill expenditure be included in future reports.

(References – report by the Acting Director of Services for Communitites, submitted)

15. Improving Air Quality in Edinburgh

Approval was sought for a Draft Air Quality Action Plan – Progress with Actions 2015 and Screening Assessment 2015 prior to submission to the Scottish Government as required under the Environment Act 1995.

Decision

- 1) To note the content of the report by the Acting Director of Services for Communities, particularly in respect of progress with initiatives and actions to reduce emissions from road traffic sources and the ongoing reduction in general levels of air pollution across the city.
- 2) To approve submission of the draft Air Quality Action Plan – Progress with Actions Report 2015, and Updating and Screening Assessment Repoort 2015 to the Scottish Government, Scottish Environment Protection Agency (SEPA) and Department for Environment Food and Rural Affairs (DEFRA), as required under the Environment Act 1995.

(References – report by the Acting Director of Services for Communities, submitted.)

16. Corporate Performance Framework: Performance from December 2014 to May 2015

An update was provided on the Councils performance against the Transport and Environment strategic outcomes covering the period from December 2014 to May 2015.

Decision

To note the performance for the period from December 2014 to May 2015 and agree the actions for improvement.

(References – Corporate Policy and Strategy Committee 10 June 2014 (item 7); report by the Acting Director of Services for Communities, submitted)

17. Services for Communities Financial Monitoring: Month 3 2015/16

A forecast of the outturn position for Services for Communities against its approved 2015/16 revenue and benefit budgets was provided.

Decision

To note Services for Communities financial position and the actions underway to manage pressures.

(References – report by the Acting Director of Services for Communities, submitted)

18. Edinburgh Street Design Guidance

Approval was sought for the Edinburgh Street Design Guidance, covering the Council's overall approach to street design, design principles for different types of street and a limited amount of detailed guidance.

Decision

- 1) To approve the new Edinburgh Street Design Guidance presented in Appendix 2 of the report by the Acting Director of Services for Communities.
- 2) To note the intention to submit a further report on the Street Design Guidance and the roads and footways capital programme.
- 3) To note that part C of the Guidance made up of detailed factsheets would be developed and reported to future meetings of the Committee.
- 4) To note that there would be a report back to the Committee on initial experience with use of the guidance by the end of 2016. In the meantime, authorise the Head of Transport to make necessary drafting changes to the guidance as presented with the report (see para 3.8)
- 5) To refer the Guidance to the Planning Committee for approval for matters within its remit.

(Reference – Minute of the Transport and Environment Committee 18 March 2014 (item 9); report by the Acting Director of Services for Communities, submitted)

19. Delivering the Local Transport Strategy 2014-2019: Draft Parking Action Plan

Approval was sought to begin consultation on the content of the draft Parking Action Plan.

Decision

- 1) To note the report by the Acting Director of Services for Communities
- 2) To approve the content of the draft Parking Action Plan
- 3) To approve the commencement of consultation with stakeholders on the proposals contained within the draft Parking Action Plan.
- 4) To agree that information around enforcement measures would be expanded upon in advance of the draft Parking Action Plan being available for public consultation.

(References – Minute of the Transport and Environment Committee Report 13 January 2015 (item 4); report by the Acting Director of Services for Communities, submitted)

20. Assessing Supported Bus Services

The Committee received an update on the development of an assessment tool to assess value for money and non-financial benefits in provided bus services. Approval was sought to hold workshops for elected members to review the outputs and finalise the weightings given to the assessment criteria.

Decision.

- 1) To approve the new assessment methodology which could be used to evaluate value for money and the social, economic and transport related benefits of supported bus services.
- 2) To agree to hold a workshop for members to consider and finalise the assessment criteria weightings.
- 3) To agree to receive a further report at the Transport and Environment Committee meeting on 27 October 2015 on the outcome of the assessment of supported bus services.

(References – Minute of the Transport and Environment Committee Report 13 January 2015 (item 11); report by the Acting Director of Services for Communities, submitted)

21. 7% Budget Commitment to Cycling – Summary of Expenditure

Details of the Council's capital and revenue expenditure on cycling during the 2014/15 financial year was provided.

Decision

To note the summary of Council expenditure on cycling for 2014/15.

(References – Minute of Transport and Environment Committee 17 March 2015 (item 8); report by the Acting Director of Services for Communities, submitted)

22. Roads Asset Management – Spray Injection Patching

A report outlining the results of trials of the Spray Injection Patching system on Edinburgh's roads and plans to extend its use alongside other new maintenance techniques as part of a new approach to roads asset management was submitted.

Decision

- 1) To note the progress made in developing strategic asset management for the roads and associated infrastructure in Edinburgh, including proposals to introduce innovative repair systems such as spray injection patching.
- 2) To note that a further report giving full details of the proposals for the Road Asset Management Plan (RAMP) would be presented to Committee for approval later this year.
- 3) To discharge the motion from Councillor Mowat.

(Reference – Minute of Transport and Environment Committee 2 June 2015 (item 32); report by the Acting Director of Services for Communities, submitted.)

23. School Streets Phase 1 Experimental Traffic Regulation Order

An Experimental Traffic Regulation Order (ETRO) was advertised on 5 June 2015 outlining the proposals for the incorporation of six schools in Phase 1 of the School Streets project. The Committee heard the representations made to the Council during the statutory consultation period and the recommendations to address objections received.

Decision

- 1) To note the responses to the objections and the steps that had been taken to address those objections.
- 2) To agree to set aside the objections, on the basis that by implementing changes using an Experimental Traffic Regulation Order, objections would be further considered should Committee decide to make the Order permanent.
- 3) To agree the proposal for implementation of the approved Phase 1 schools in September 2015.
- 4) To note the update on the further discussions on revised proposals for the Sciennes and Buckstone schemes with local residents, school and Royal Hospital for Sick Kids.
- 5) To agree on the inclusion of carers providing care on behalf of the Council as an excepted party.
- 6) To agree to the proposal to provide schools with a single permit.

(References – Minute of Transport and Environment Committee 2 June 2014 (item 17); report by the Acting Director of Services for Communities, submitted)

24. Edinburgh Conscientious Objectors Memorial Petition – referral from the Petitions Committee

The Petitions Committee referred a petition entitled 'Edinburgh Conscientious Objectors Memorial' to the Transport and Environment Committee for consideration.

Decision

To note the agreement that officers would report on the outcome of discussions with the principal petitioner.

(Reference – referral by the Petitions Committee 11 January 2015)

25. Register Lanes Update - referral from the Economy Committee

The Economy Committee had referred a report entitled "Register Lanes Update" to the Transport and Environment Committee for consideration.

Decision

To approve the public realm plan for Register lanes.

(Reference – referral by the Petitions Committee 28 April 2015)

26. Parking on Polwarth Terrace, Edinburgh

Details were provided on the parking in Polwarth Terrace and the reasons for the parking restrictions currently in place on Polwarth Terrace.

Decision

To continue consideration of the report to allow local ward members, officers and constituents to meet and discuss the issues raised and identify a way forward.

(References – Minute of Transport and Environment Committee 13 January 2015 (item 34); report by the Acting Director of Services for Communities, submitted)

27. Objections to Proposed Amendments to the Waiting Restrictions – South West Cumberland Street Lane and Great King Street

Details were provided of objections received as part of the consultation regarding the general amendments to the Traffic Regulation Order governing the Controlled Parking Scheme, including the replacement of residents' permit holders' parking places on the north side of South West Cumberland Street Lane and on the western section of Great King Street.

Decision

- 1) To set aside the objections received to the proposal on South West Cumberland Street Lane and make the Traffic Regulation Order as advertised.
- 2) To take account of the objection made to the proposal on Great King Street and make the Traffic Regulation Order with an amendment, whichy retains 10 metres of yellow line.

(References – report by the Acting Director of Services for Communities, submitted)

28. Resolution to Consider in Private

The Committee, under Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting for the following items of business on the grounds that they involved the disclosure of exempt information as defined in Paragraphs 3, 12 and 14 of Part 1 of Schedule 7(A) of the Act.

29. Public Bike Hire Scheme

Details of initial costings and an indication of potential revenue streams associated with delivering a high specification bike hire scheme for Edinburgh similar to those operating in Dublin and Paris was outlined.

Decision

- 1) To note the information provided by the Council's Outdoor Advertising Contractor regarding estimated costs for a public bike hire scheme.
- 2) To approve further work to undertake market engagement with potential operators and to issue a tender for public bike hire scheme for Edinburgh.
- 3) To agree that group spokespersons be briefed on the content of the procurement proposals before they are made available for tender.

(Reference – Minute of Transport and Environment Committee 17 March 2015 (item 2); report by the Acting Director of Services for Communities)

Key decisions forward plan

Item 5.1

Transport and Environment Committee January 2016 - March 2016

Item	Key decisions	Expected date of decision	Wards affected	Director and Lead Officer	Coalition pledges and Council
1	Leith Programme - Objections to Traffic Regulation Order and Redetermination Order - Leith Walk (McDonald Road to Pilrig Street)	12 January 2016	Leith Walk	Acting Director of Services for Communities Lead Officer: Callum Smith, Senior Professional Officer 0131 469 3592 c.smith@edinburgh.gov.uk	
2	City Wide 20mph Network - Objections to SLO	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: Craig Wood, 20mph Programme Manager 0131 469 3628 craig.wood@edinburgh.gov.uk	
3	Green Flag Award and Park Quality Assessment Report	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: David Jamieson, Parks & Green Space Manager 0131 529 7055 david.jamieson@edinburgh.gov.uk	
4	Annual Events Report	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: David Jamieson, Parks & Green Space Manager 0131 529 7055 david.jamieson@edinburgh.gov.uk	

Item	Key decisions	Expected date of decision	Wards affected	Director and Lead Officer	Coalition pledges and Council
5	Delivery of the Local Transport Strategy 2-14-19: Proposals for a pilot of on-street electric vehicle charging points in the Marchmont and Sciennes area	12 January 2016	Meadows/Morningside	Acting Director of Services for Communities Lead Officer: Clive Brown, Project Officer, Strategic Planning 0131 469 3630 clive.brown@edinburgh.gov.uk	
6	Bridge Maintenance and Flood Prevention Works 2016/17	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: Tom Dougall, Maintenance Manager 0131 469 3753 tom.dougall@edinburgh.gov.uk	
7	Management of Dutch Elm Disease in Edinburgh	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: David Jamieson, Parks & Green Space Manager 0131 529 7055 david.jamieson@edinburgh.gov.uk	
8	Attitudes to Recycling	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: Gareth Barwell, Acting Head of Service 0131 529 5844 gareth.barwell@edinburgh.gov.uk	
9	Objection to Proposed Amendments to Residents' Mews Parking Eligibility within the CPZ - Edinburgh	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: Sharon Lansdowne, Traffic Orders Administration Officer 0131 469 3290 sharon.lansdowne@edinburgh.gov.uk	

Item	Key decisions	Expected date of decision	Wards affected	Director and Lead Officer	Coalition pledges and Council
10	Chambers Street Public Realm TRO/RD	12 January 2016	City Centre	Acting Director of Services for Communities Lead Officer: Ken MacKenzie, Project Officer 0131 469 3758 ken.mckenzie@edinburgh.gov.uk	
11	Active Travel Action Plan Review 2015	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: Phil Noble, Senior Professional Officer 0131 469 3803 phil.noble@edinburgh.gov.uk	
12	Edinburgh Public Realm Strategy - Prioritisation Process and Scope of Review	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: Karen Stevenson, Senior Planning Officer 0131 469 3659 karen.stevenson@edinburgh.gov.uk	
13	Carriageway and Footway Investment - Capital Programme for 2016./17	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: Sean Gilchrist, Roads Renewal Manager 0131 529 3765 sean.gilchrist@edinburgh.gov.uk	
14	Princes Street: Private Buses and Coaches	12 January 2016	City Centre	Acting Director of Services for Communities Lead Officer: Chris Day, Project Officer 0131 469 3568 chris.day@edinburgh.gov.uk	

Item	Key decisions	Expected date of decision	Wards affected	Director and Lead Officer	Coalition pledges and Council
15	Performance report - Apr - Sept	12 January 2016	All Wards	Deputy Chief Executive Lead Officer: Jo McStay, Corporate Manager 0131 529 7950 jo.mcstay@edinburgh.gov.uk Deputy Chief Executive Lead Officer: Gosia Szymczak, Senior Business Intelligence Officer 0131 529 5083 gosia.szymczak@edinburgh.gov.uk	
16	Delivering the Local Transport Strategy 2014-2019: Parking Action Plan	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: Andrew MacKay, Professional Officer 0131 469 3577 a.mackay@edinburgh.gov.uk	
17	Public Utility Quarter 2 Performance Report	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: Stuart Harding, Performance Manager 0131 529 3704 stuart.harding@edinburgh.gov.uk	
18	School Streets Phase 2 - Experimental Traffic Regulation Order	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: Caroline Burwell, Road Safety Manager 0131 469 3668 caroline.burwell@edinburgh.gov.uk	
19	Automated Recycling Points	12 January 2016	All Wards	Acting Director of Services for Communities	

Item	Key decisions	Expected date of decision	Wards affected	Director and Lead Officer	Coalition pledges and Council
				Lead Officer: Gareth Barwell, Acting Head of Service 0131 529 5844 gareth.barwell@edinburgh.gov.uk	
20	Leith Programme - Consultation and Design	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: Ian Buchanan, Neighbourhood Manager 0131 529 7524 ian.buchanan@edinburgh.gov.uk	
21	Automated Recycling Points	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: Gareth Barwell, Acting Head of Service 0131 529 5844 gareth.barwell@edinburgh.gov.uk	
22	Edinburgh Conscientious Objectors memorial	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: David Jamieson, Parks & Green Space Manager 0131 529 7055 david.jamieson@edinburgh.gov.uk	
23	Business Bulletin - progress update on Edinburgh Solar Co-op	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: David Jamieson, Parks & Green Space Manager 0131 529 7055 david.jamieson@edinburgh.gov.uk	
24	Transport Companies Update	12 January 2016	All Wards	Acting Director of Services for Communities Lead Officer: John Bury 0131 529 3494	

Item	Key decisions	Expected date of decision	Wards affected	Director and Lead Officer	Coalition pledges and Council
				john.bury@edinburgh.gov.uk	
23	Leith Programme - Consultation and Design	15 March 2016	City Centre/Leith/Leith Walk	Acting Director of Services for Communities Lead Officer: Ian Buchanan, Neighbourhood Manager 0131 529 7524 ian.buchanan@edinburgh.gov.uk	
24	Forth Estuary - Local Flood Risk Management Plan	15 March 2016	All Wards	Acting Director of Services for Communities Lead Officer: Tom Dougall, Maintenance Manager 0131 469 3753 tom.dougall@edinburgh.gov.uk	
25	Marchmont to King's Buildings Cycle Route - Objections to Traffic Regulation Order	15 March 2016	City Centre	Acting Director of Services for Communities Lead Officer: Callum Smith, Senior Professional Officer 0131 469 3592 c.smith@edinburgh.gov.uk	
26	Resilient Edinburgh – Climate Change Framework 2014-2020 - progress report	15 March 2016	All Wards	Deputy Chief Executive Lead Officer: Lead Officer: James Garry, Corporate Policy & Strategy Officer 0131 469 3578 james.garry@edinburgh.gov.uk	

Item	Key decisions	Expected date of decision	Wards affected	Director and Lead Officer	Coalition pledges and Council
27	A71 at Dalmahoy - Introduction and Funding of Traffic Signals	15 March 2016	Pentlands	Acting Director of Services for Communities Lead Officer: Iain Peat, Professional Officer 0131 469 3416 iain.peat@edinburgh.gov.uk	
28	Public Utilities - Q3	15 March 2016	City Centre	Acting Director of Services for Communities Lead Officer: Stuart Harding, Performance Manager 0131 529 3704 stuart.harding@edinburgh.gov.uk	
29	Objections to Traffic Regulation Order TRO/14/15, Belgrave Place, Edinburgh	15 March 2016	Inverleith	Acting Director of Services for Communities Lead Officer: Steven Saunders, Professional officer 0131 529 3907 steven.saunders@edinburgh.gov.uk	
30	Pedestrian Crossing Prioritisation 2015/17	15 March 2016	All Wards	Acting Director of Services for Communities Lead Officer: Stacey Skelton, Transport Officer 0131 469 3558 stacey.skelton@edinburgh.gov.uk	
31	Edinburgh Street Design Guidance	15 March 2016	All Wards	Acting Director of Services for Communities Lead Officer: Andrew McBride, Development Control Manger 0131 529 3523 andrew.mcbride@edinburgh.gov.uk	

Item	Key decisions	Expected date of decision	Wards affected	Director and Lead Officer	Coalition pledges and Council
32	Road Asset Management - Spray Injection Patching	15 March 2016	All Wards	S Acting Director of Services for Communities Lead Officer: Sean Gilchrist, Roads Renewal Manager 0131 529 3765 sean.gilchrist@edinburgh.gov.uk	
33	Review of Tables and Chairs Summer Festival Trial in George Street	15 March 2016	City Centre	Acting Director of Services for Communities Lead Officer: Iain MacPhail, Project Manager 0131 529 7804 iain.macphail@edinburgh.gov.uk	
34	George Street Experimental Traffic Regulation Order Mid Year Review	15 March 2016	City Centre	Acting Director of Services for Communities Lead Officer: Iain MacPhail, Project Manager 0131 529 7804 iain.macphail@edinburgh.gov.uk	
35	Travel Discount Cards for Young Carers	15 March 2016	All Wards	Acting Director of Services for Communities Lead Officer: David Lyon, Acting Head of Service – Transport 0131 529 7047 david.lyon@edinburgh.gov.uk	
36	Young Street Experimental Traffic Regulation Order	15 March 2016	City Centre	Acting Director of Services for Communities Lead Officer: Iain MacPhail, Project Manager 0131 529 7804 iain.macphail@edinburgh.gov.uk	

Item	Key decisions	Expected date of decision	Wards affected	Director and Lead Officer	Coalition pledges and Council
37	Post Tram City Centre Review - West End	15 March 2016	City Centre	Acting Director of Services for Communities Lead Officer: Alasdair Sim, Interface Manager 0131 529 6165 alasdair.sim@edinburgh.gov.uk	

Transport and Environment Committee 27 October 2015

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	25 August 2015	Transport for Edinburgh - Proposed Annual Performance Report	To agree that officers work with Transport for Edinburgh to develop and agree specific targets, based on the objectives for 2016 and report back to this Committee within two cycles.	Acting Director of Services for Communities Lead Officer: David Lyon, Acting Head of Transport 0131 529 7047 david.lyon@edinburgh.gov.uk	12 January 2016		
2	25 August 2015	Edinburgh Street Design Guidance	To note the intention to submit a further report on the Street Design Guidance and the roads and footways capital programme.	Acting Director of Services for Communities Lead Officer: Nazan Kocak, Professional Officer 0131 469 3788 Nazan.kocak@edinburgh.gov.uk	15 March 2016		Award of tender to appoint consultant to take forward the Design Guidance is to be considered at F&R Committee on 26 November 2015.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							The road and footways capital programme is scheduled for T&E on 12 January 2016.
3	25 August 2015	Edinburgh Street Design Guidance	To note that part C of the Guidance made up of detailed factsheets would be developed and reported to future meetings of the Committee.	Acting Director of Services for Communities Lead Officer: Nazan Kocak, Professional Officer 0131 469 3788 Nazan.kocak@edinburgh.gov.uk	January 2017		
4	25 August 2015	Edinburgh Street Design Guidance	To note that there would be a report back to the Committee on initial experience with use of the guidance by the end of 2016. In the meantime, authorise the Head of Transport to make necessary drafting changes to the guidance as presented with the report (see para 3.8)	Acting Director of Services for Communities Lead Officer: Nazan Kocak, Professional Officer 0131 469 3788 Nazan.kocak@edinburgh.gov.uk	January 2017		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
5	25 August 2015	Assessing Supported Bus Services	To agree to receive a further report at its meeting on 27 October 2015 on the outcome of the assessment of supported bus services.	Acting Director of Services for Communities Lead Officer: Chris Day, Project Officer 0131 469 3568 chris.day@edinburgh.gov.uk	27 October 2015	27 October 2015 – See item 7.6	
6	25 August 2015	Roads Asset Management - Spray Injection Patching	To note that a further report giving full details of the proposals for the Road Asset Management Plan (RAMP) would be presented to Committee for approval later this year.	Acting Director of Services for Communities Lead Officer: George Kennedy, Area Roads Manager, West, Transport Review Team 0131 529 3792 george.kennedy@edinburgh.gov.uk	12 January 2016		This will be covered in the Carriageway and Footway Investment – Capital Programme for 2016/17
7	25 August 2015	Edinburgh Conscientious Objectors Memorial Petition referral from the Petitions Committee	To note the agreement that officers would report on the outcome of discussions with the principal petitioner.	Acting Director of Services for Communities Lead Officer: David Jamieson, Parks and Greenspace Manager 0131 529 7055 david.jamieson@edinburgh.gov.uk	12 January 2016		
8	25 August 2015	Parking on Polwarth Terrace	To continue consideration of the report to allow local ward members, officers and constituents to meet and discuss the issues raised and identify a way	Acting Director of Services for Communities Lead Officer: Andrew MacKay, Professional Officer 0131 469 3577 a.mackay@edinburgh.gov.uk	27 October 2015		Expected completion date revised to 12 January 2016 to allow further

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			forward.				discussion with the ward members and their constituents Bays are being introduced as an Experimental Order.
9	2 June 2015	Transport Companies Update – Verbal update	To ask that the Director of Corporate Governance provide a further update at a future meeting of the Committee.	Acting Director of Services for Communities Lead Officer: John Bury, 0131 529 3494 john.bury@edinburgh.gov.uk	12 January 2016		
10	2 June 2015	Pentland to Portobello Cyclepath and Walkway – Motion by Councillor Robson	Committee instructs a report to go to the Transport and Environment Committee to consider the approximate costs and potential sources of funding to create a joined-up cycle path and walkway from the Pentlands to Portobello.	Acting Director of Services for Communities Lead Officer: John Bury, 0131 529 3494 john.bury@edinburgh.gov.uk	27 October 2015		To be addressed within 'Active Travel Action Plan Review 2015' – which is scheduled to be considered at the 12 January 2016

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							meeting.
11	2 June 2015	Seafeld Waste Water Treatment Working – Monitoring of Scottish Water Odour Improvement Plan	In light of the above, and recognising that local residents interests at present are not best served by the legislation and/or regulation currently in place, to instruct the Acting Director of Services for communities to engage with the relevant Authorities with a view to reviewing and strengthening the existing Code of Practise and report back to Committee on the outcome.	<p>Acting Director of Services for Communities Lead Officer: Natalie McKail, Environmental Health/Scientific Services, Registration, Bereavement and Local Community Planning Manager 0131 529 7300 Natalie.mckail@edinburgh.gov.uk</p> <p>Colin Sibbald, Food, Health and Safety Manager 0131 469 5924 Colin.sibbald@edinburgh.gov.uk</p> <p>Alan Moonie, Team Manager, Planning Service 0131 529 3909 Alan.moonie@edinburgh.gov.uk</p>	TBC – pending outcome of Scottish Government response.		<p>Letter sent to Minister for Environment, Climate Change and Land Reform (29/06/2015) report to be provided when a response from the Minister is received –</p> <p>Lead Officer from Scottish Government met with the Convener and Vice Convener and Senior Officers to discuss the community concerns regarding odor and a letter has</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							been sent to this Lead Officer concerning the actions which have been agreed. Further meetings are scheduled between elected members community representatives and officers.
12	2 June 2015	Seafeld Waste Water Treatment Working – Monitoring of Scottish Water Odour Improvement Plan	To note the recent improvements which have become operational as set out in section 3.15 and requests that an evaluation report be provided in one year detailing the findings of the continued monitoring and assessment programme, including the outcome of any	Acting Director of Services for Communities Lead Officer: Natalie McKail, Environmental Health/Scientific Services, Registration, Bereavement and Local Community Planning Manager 0131 529 7300 Natalie.mckail@edinburgh.gov.uk Colin Sibbald, Food, Health and Safety Manager 0131 469 5924	07 June 2016		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			investigations into any major odour incidents	Colin.sibbald@edinburgh.gov.uk Alan Moonie, Team Manager, Planning Service 0131 529 3909 Alan.moonie@edinburgh.gov.uk			
13	2 June 2015	Impact of the Increases to Fixed Penalty Notice amounts	To agree to receive a further report in 6 months regarding discussions with the Procurator Fiscal and the enforcement of fixed penalty notices	Acting Director of Services for Communities Lead Officer: Susan Mooney, Head of Service Community Safety 0131 529 5787 susan.mooney@edinburgh.gov.uk	12 January 2016		
14	2 June 2015	MyParkScotland – Innovative Funding for Edinburgh’s Parks	To agree to receive an update in 12 months time.	Acting Director of Services for Communities Lead Officer: David Jamieson, Parks and Greenspace Manager 0131 529 7055 david.jamieson@edinburgh.gov.uk	12 June 2016		
15	2 June 2015	City Centre Public Spaces Manifesto Update	To note that a report on the findings and recommendations of this public consultation and Castle Street trial would be submitted to the Transport and Environment Committee	Acting Director of Services for Communities Lead Officer: Iain MacPhail, City Centre Programme Manager 0131 529 7804 iain.macphail@edinburgh.gov.uk	October 2016		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			in the Autumn of 2016.				
16	2 June 2015	Review of Tables and Chairs Summer Festival Trial in George Street	To agree to consult further with key stakeholders in the New Town and Old Town Community Council areas of the city centre, on the impact on residential amenity that could arise from any extension of the operating hours of the current tables and chairs permit system and to receive a report on the outcome of the consultation.	Acting Director of Services for Communities Lead Officer: Iain MacPhail, City Centre Programme Manager 0131 529 7804 iain.macphail@edinburgh.gov.uk	12 January 2016		Expected completion date revised to 15 March 2016.
17	2 June 2015	Bus Lane Network Review – Objection to the Experimental Traffic Regulation Orders	To note that the results of the trials would be reported to the Committee in Autumn 2016	Acting Director of Services for Communities Lead Officer: Len Vallance, Senior Professional Officer, Projects Development 0131 469 3629 len.vallance@edinburgh.gov.uk	October 2016		
18	17 March 2015	George Street Experimental traffic Regulation Order Mid Year review	To agree to accept a further report on the outcomes of the Experimental Traffic Regulation Order (ETRO) trial, design options for	Acting Director of Services for Communities: Lead Officer: Iain MacPhail, City Centre Programme Manager 0131 529 7804 iain.macphail@edinburgh.gov.uk	12 January 2016		Expected completion date revised to 15 March 2016.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			the long-term layout of the street and a summary of the research outcomes in November 2015.				
19	17 March 2015	A71 Dalmahoy Junction Options Report	To agree to undertake a detailed design for the signalisation of the junction with a more detailed cost estimate, including land acquisition and any required planning consents and to receive a report on these issues, along with details of how to find the additional required funding, in the first quarter of next year.	Acting Director of Services for Communities Lead Officer: Iain Peat, Professional Officer, Road Safety 0131 469 3416 iain.peat@edinburgh.gov.uk	15 March 2016		
20	17 March 2015	Travel Discount Cards for Young Carers – Motion by Councillor Hinds	The Acting Director of Services for Communities to explore options with Lothian Buses concerning the purchase of Discount Cards (with 100 journeys) for Young Carers (16-18 years old) and how these could best be distributed to Young Carers.	Acting Director of Services for Communities Lead Officer: David Lyon, Head of Service - Transport 0131 529 7047 david.lyon@edinburgh.gov.uk	12 January 2016		Discussions have taken place between Lothian Buses and H&SC. If required, a report will be submitted to a future

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							meeting of the committee. Expected completion date revised to 15 March 2016.
21	13 January 2015	Updated Pedestrian Crossing Prioritisation 2014/15	To carry out a PV2assessment of the 62 signalised junctions without full pedestrian crossing facilities and to receive the results of the assessment, in the annual report on Pedestrian Crossing Prioritisation in late 2015.	Acting Director of Services for Communities Lead Officer: Stacey Skelton, Transport Officer 0131 469 3558 stacey.skelton@edinburgh.gov.uk	12 January 2016		Action requested report in late 2015; Expected completion date revised to 15 March 2016.to allow extra time to carry out larger volume of assessments than originally proposed.
22	13 January 2015	Illegal Parking – Motion by Councillor McInnes	To produce a report in two cycles on parking in Polwarth Terrace specifically to investigate	Acting Director of Services for Communities 0131 529 3494 john.bury@edinburgh.gov.uk	2 June 2015	12 January 2016	Linked to Item 8.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			the requirement for no parking. On so much of the Terrace.				
23	13 January 2015	Young Street Experimental Traffic Regulation Order	A report to be brought to Committee in December 2015 analysing the trial's impact and making further recommendations based on the research outcomes	Acting Director of Services for Communities Lead Officer: Contact: Iain MacPhail, City Centre Programme Manager 0131 529 7804 iain.macphail@edinburgh.gov.uk	12 January 2016		Expected completion date revised to 15 March 2016
24	13 January 2015	Edinburgh Community Solar Co-operative	To receive a report on any decision taken on this matter.	Acting Director of Services for Communities Lead Officer: Peter Watton, Head of Service for Corporate Property 0131 529 5962 peter.watton@edinburgh.gov.uk	12 January 2016		Launch event held by ECSC on 29 September initiating share offer Legal Agreement with ECSC signed Background work underway by ECSC progressing statutory approvals, procurement and installation of panels (FiT)

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							registration secured) Progress report to be submitted to TEC on 12 January 2016 via Business Bulletin.
25	13 January 2015	Tree for Every Child Scheme	A further update report will be brought back to the committee in Autumn 2015.	Acting Director of Services for Communities Lead Officer: David Jamieson, Parks and Greenspace Manager 0131 529 7055 david.jamieson@edinburgh.gov.uk	27 October 2015	27 October 2015 - Please see Item 6.1 – Business Bulletin	
26	13 January 2015	EU Mayors Adapt	To note a climate change adaptation action plan will be developed and presented to Committee for consideration in Winter 2015.	Director of Corporate Governance Lead Officers: James Garry & Fiona Macleod 0131 469 3578/469 3513 james.garry@edinburgh.gov.uk / fiona.macleod@edinburgh.gov.uk	12 January 2016		Update included in Item 6.1 Business Bulletin. Expected completion date revised to 15 March 2016
27	13 January 2015	Attitudes to	To agree for an updated communications and	Acting Director of Services for Communities	12 January 2016.		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Recycling	engagement strategy to be brought to Committee in Autumn 2015.	Lead Officer: Annabelle Rose, Community Engagement Manager 0131 469 5314 annabelle.rose@edinburgh.gov.uk			
28	28 October 2014	Resilient Edinburgh - Climate Change Framework 2014-2020	To note an action plan will be developed and presented to Committee for consideration in Winter 2015.	Director of Corporate Governance Lead officer: James Garry, Corporate Policy and Strategy Officer & Fiona Macleod, Corporate Policy and Strategy Officer 0131 469 3578/0131 469 3513 james.garry@edinburgh.gov.uk fiona.macleod@edinburgh.gov.uk	12 January 2016		Expected completion date revised to 15 March 2016
29	28 October 2014	Water of Leith Basin	To instruct the Acting Director of Services for Communities to submit to the Transport and Environment Committee update reports as appropriate during 2013 as each phase of the project progresses’.	Acting Director of Services for Communities Lead officer: Tom Dougall, Maintenance Manager 0131 469 3753 tom.dougall@edinburgh.gov.uk	12 January 2016		The progression of the siltation study has been delayed. The study is linked to the Integrated Catchment Study (ICS) which is

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							<p>being progressed in partnership, but is behind programme. There has also been an issue in appointing the same consultant to do both pieces of work, and it is now anticipated that approval to award a contract will be sought at the F&R Committee on 14 January 2016.</p> <p>Expected completion date revised</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							to 15 June 2016
30	26 August 2014	Post Tram City Centre Review – West End	To investigate options to introduce a right turn from Queen Street westbound into Queen Street Gardens East.	Acting Director of Services for Communities Alasdair Sim, Interface Manager 0131 529 6165 alasdair.sim@edinburgh.gov.uk	2 June 2015		It is anticipated that an assessment will be completed for the implications of opening this right turn. This to be reported to the November Future Transport Working Group Expected completion date revised to 15 March 2016
31	18 March 2014	Leith Programme (Foot of the Walk to Pilrig Street) – Traffic Regulation	To note the arrangements to future proof the Leith Programme in relation to the potential for an	Acting Director of Services for Communities Andrew Easson,, Projects Development Manager 0131 469	2 June 2015	TBC	The current situation has evolved since the

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Order –	extension to the tram line and the intention to report to Finance and Resources Committee to seek the required budgetary approval	3643 andrew.easson@edinburgh.gov.uk			report was considered at Transport and Environment Committee on 18 March 2014 and as such the arrangements regarding future proofing the Leith Programme for an extension to the tram will no longer be reported to the Finance and Resources Committee but will be considered within the Tram Extension Business Case which

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							is due to be considered at Full Council on 19 November 2015.
32	18 March 2014	Subsidised Bus Services – Ratho Village and Dumbiedykes	To further agree that the Acting Director of Services for Communities report back once the new contract has been in place for 6 months to consider the need for a public transport link to the city centre and a future link to the Edinburgh International Climbing Arena.	Acting Director of Services for Communities Stuart Lowrie, Senior Professional Officer 0131 469 3622 stuart.lowrie@edinburgh.gov.uk	2 June 2015	27 October 2015 – Please see Item 7.6	
33	14 January 2014	Street Lighting – Result of White Light Pilot	To note that further business cases and models to upgrade the remaining stock would be reported to committee.	Acting Director of Services for Communities John McFarlane, Road Services (Street Lighting) 0131 458 8037 john.mcfarlane@edinburgh.gov.uk	2 June 2015	27 October 2015 – Please see Item 7.5	
34	04 June 2013	Public Realm Strategy Annual Review 2012-13	To agree to a review of the Public Realm Strategy.	Acting Director of Services for Communities Lead Officer: Karen Stevenson,	27 October 2015		Review of the Public Realm

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
				Senior Planning Officer 0131 469 3659 karen.stevenson@edinburgh.gov.uk			Strategy. To be aligned with the Edinburgh Street Design Guidance and the Public Spaces manifesto in 2016. Expected completion date revised to January 2017.
35	19 March 2013	Leith Programme – Consultation and Design	To agree that officers hold discussions with relevant stakeholders on signage and branding and report back to a future Transport and Environment Committee.	Acting Director of Services for Communities Lead Officer: Ian Buchanan, City Centre & Leith Neighbourhood Manager (operations) 0131 529 7524 ian.buchanan@edinburgh.gov.uk	2 June 2015		Expected completion date revised to 12 January 2016.
36	19 March 2013	Review of Provision of Scientific Services in Scotland	To agree to receive a further report to update the Committee on progress following the review of options and the	Acting Director of Services for Communities Lead Officer: Susan Mooney, Head of Service & Natalie McKail, Environmental Health, Scientific Services and	2 June 2015		Expected completion date revised to 12 January 2016.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			publication of a business case in late summer 2013.	Local Community Planning Manager 0131 529 7587 / 0131 529 7300 susan.mooney@edinburgh.gov.uk natalie.mckail@edinburgh.gov.uk			
37	15 January 2013	Automated Recycling Points	To provide a further report once the findings of the Zero Waste Scotland pilot became known.	Acting Director of Services for Communities Lead Officer: Angus Murdoch, Strategy and Recycling Officer 0131 469 5427 angus.murdoch@edinburgh.gov.uk	12 January 2016		

Transport and Environment Committee

10am, Tuesday, 27 October 2015

Committee Decisions – October 2014 – August 2015

Item number	5.3
Report number	
Executive/routine	
Wards	All

Executive summary

Following the decision of the Governance, Risk and Best Value Committee on 19 June 2015, to strengthen existing arrangements and provide greater assurance with regard to the dissemination of committee decisions, a quarterly review of actions has been undertaken by directorates to ensure that all decisions taken by the Corporate Policy and Strategy Committee, the executive committees and the Governance, Risk and Best Value Committee are progressing as expected and to highlight any exceptions. This report outlines the assurance work undertaken and details the implementation of Transport and Environment Committee decisions covering the initial period from October 2014 to August 2015.

Links

Coalition pledges	
Council outcomes	CO25
Single Outcome Agreement	

Committee Decisions – October 2014 – August 2015

Recommendations

- 1.1 To note the position on the implementation of Transport and Environment Committee decisions as detailed in the appendix to this report.
- 1.2 To note that an annual summary report would be presented to Committee in 12 months time.

Background

- 2.1 The Governance, Risk and Best Value Committee on 19 June 2014 agreed increased monitoring for the dissemination and implementation of committee decisions by directorates.
- 2.2 It was agreed that an annual report outlining all decisions taken in the previous year and an update on the implementation of decisions and recommendations to discharge actions be presented to the Corporate Policy and Strategy Committee, executive committees and the Governance, Risk and Best Value Committee.

Main report

- 3.1 When a decision is taken at committee that requires further action this is tracked and monitored by various methods.
- 3.2 Since November 2012 for the Governance, Risk and Best Value Committee and April 2014 for other committees, if a decision requires a further report to committee, it is added to the forward plan, the report schedule and the Rolling Actions Log is updated. The Rolling Actions Log is then considered by committee each cycle, ensuring that there is clear oversight of the implementation of decisions by the committee. It is also published with the committee papers, resulting in the monitoring being carried out in a transparent manner. The majority of decisions that require action are recorded this way and there are clear linkages between the decisions taken at committee and the planning of new business.
- 3.3 However, a gap existed for committee decisions that did not request a further report to Committee. The implementation of these decisions was left with individual service areas and any monitoring was not publicly available.

- 3.4 The approach agreed by the Governance, Risk and Best Value Committee on 19 June 2014 aimed to address this gap. Following the meeting a committee decisions spreadsheet was introduced to track decisions that did not require further reporting and thus would not be covered by the Rolling Actions Log. This new process aimed to ensure that the implementation of relevant actions would be recorded effectively, monitored and considered annually at each committee.
- 3.5 This spreadsheet is completed by Committee Services and directorate staff who are responsible for updating the status of actions attributed to each service area.
- 3.6 A similar report on all decisions taken in the previous year and an update on the implementation of decisions and recommendations to discharge actions will be presented to the Corporate Policy and Strategy Committee and to each executive committee annually.
- 3.7 The consideration of these reports will augment committee oversight of the implementation of decisions, resulting in an increase in accountable and transparent decision making.

Transport and Environment Committee Decisions

- 3.8 A review of actions has been undertaken by directorates to ensure that all decisions not required to be reported back to committee are progressing as expected and to highlight any exceptions. A summary of decisions for the initial period October 2014 to August 2015, including status, are detailed in the appendix to this report. This report will be submitted on an annual basis to Committee.
- 3.9 At the Transport and Environment Committee there have been 53 decisions made which were recorded through the committee decisions spreadsheet.
- 3.10 All 23 actions that remain open are being progressed and there are no concerns to highlight to the Transport and Environment Committee.

Measures of success

- 4.1 Annual reporting ensures the effective implementation and monitoring of committee decisions.

Financial impact

- 5.1 There are no direct financial impacts as a result of this report.

Risk, policy, compliance and governance impact

- 6.1 The improvements in business processes help ensure increased transparency and assurance across the Council's decision making processes.

Equalities impact

7.1 There are no direct equalities impacts as a result of this report.

Sustainability impact

8.1 There is no direct sustainability impact as a result of this report.

Consultation and engagement

9.1 The spreadsheet described is completed throughout all service areas across the Council.

Background reading/external references

[Minute of the Governance, Risk and Best Value Committee – 19 June 2014](#)

[Report to the Governance, Risk and Best Value Committee - Committee Decisions – Dissemination and Implementation and Update to member/officer Protocol – Report by Director of Corporate Governance](#)

Alastair D Maclean

Deputy Chief Executive

Contacts: Kirsty-Louise Campbell, Strategy and Governance Manager

E-mail: Kirstylouise.Campbell@edinburgh.gov.uk | Tel: 0131 529 3654

Gavin King, Committee Services Manager

E-mail: Gavin.King@edinburgh.gov.uk | Tel: 0131 469 4239

Links

Coalition pledges

Council outcomes CO25 - The Council has efficient and effective services that deliver on objectives.

Single Outcome Agreement

Appendices 1 – Transport and Environment - Committee Decisions

Appendix 1 – Committee Decisions – Transport & Environment Committee –

Transport and Environment Committee Decisions Overview			
Date	Number of Decisions	Open	Closed
28 October 2014	4	1	3
13 January 2015	11	2	9
17 March 2015	17	3	14
02 June 2015	7	6	1
25 August 2015	14	11	3
Total	53	23	30

Breakdown of tasks by directorate			
Directorate	Number of Decisions	Open	Closed
Chief Executive's Office	-	-	-
Children and Families	-	-	-
Corporate Governance	1	0	1
Economic Development	-	-	-
Health & Social Care	-	-	-
Services for Communities	52	23	29

N.B: - Tasks can belong to more than one directorate, leading to slight disparity in figures.

Outstanding Tasks in full

Item no.	Date	Directorate	Item	Decision	Status	Comments
1	28/10/2014	Services for Communities	7.7 - Road & Footway Investment - Capital Programme for 2015/16	To explore the feasibility of allocating a part of the cycling budget to neighbourhood partnerships to fund small cycling projects.	Open	
2	13/01/2015	Services for Communities	Item 7.7 - Review of Tables and Chairs Summer Festival Trial in George Street	<p>1) To extend the operating hours of the current tables and chairs permit system in future years for premises on George Street for the duration of the Edinburgh Festival Fringe.</p> <p>2) To agree that, during the advertised operating period of the Edinburgh Festival Fringe, businesses on George Street may apply for permission to use tables and chairs until midnight instead of 10pm (noting that it is the responsibility of businesses to apply for and obtain the appropriate License and that this report does not seek to fetter the discretion of the Licensing Board or Regulatory Committee).</p> <p>3) To consult with key stakeholders, on extending the operating hours of the current tables and chairs permit system, on a similar trial basis, to the premises within the City Centre Ward that are located within 150 metres of an official</p>	Open	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				Festival or Fringe venue, and to premises attached to Fringe venues at the Pleasance, Bristo Square and George Square during the Edinburgh Festival Fringe in 2015.		
3	13/01/2015	Services for Communities	Item 8.2 - Young Street Experimental Traffic Regulation Order	<p>1) To agree that the necessary works to change signage and the direction of the one way system on Young Street commenced on 30 December 2014, with the trial commencing in late December 2014 to December 2015.</p> <p>2) To agree to set aside the objections, on the basis that, by implementing changes using an Experimental Traffic Regulation Order, objections will be further considered should Committee decide to make the Order permanent.</p>	Open	
4	17/03/2015	Services for Communities	7.12 - Response to the Scottish Government Consultation on Low Emission Strategy for Scotland	To approve the draft response to the Scottish Government's Low Emission Strategy Consultation, attached as an appendix to the report by the Acting Director of Services for Communities.	Open	
5	17/03/2015	Services for Communities	7.16 - Services for Communities Grants to Third Sector Organisations	To approve third sector grant award in 2015/16 for one applicant.	Open	

Item no.	Date	Directorate	Item	Decision	Status	Comments
6	17/03/2015	Services for Communities	8.3 - ECOSTARS Edinburgh Fleet Recognition Scheme – Update and Future Proposals	To agree to continue the ECOSTARS Edinburgh fleet recognition scheme in its present form, for one year, pending the outcome of feasibility work on national or regional partnership schemes.	Open	
7	02/06/2015	Services for Communities	Item 7.4 - George Street Experimental Traffic Regulation Order – Interim Cycle Lane Options 2015/16	<p>1) To agree that a cycle lane facility would be retained, on a more conventional one-way layout, and that opportunities to use the central reservation as civic space and public realm be explored on George Street in the interim period between the ETRO ending and a long term TRO being promoted;</p> <p>2) To agree that, taking account of the fact the range of options were limited by legal and financial restrictions, the cycle lane during the interim period would be an advisory cycle lane as per the design in Appendix One of the report by the Acting Director of Services for Communities.</p>	Open	
8	02/06/2015	Services for Communities	Item 7.5 - Review of Tables and Chairs Summer Festival Trial in George Street	<p>1) To agree that, in the light of the satisfactory outcomes from previous years' trials, and to support work to promote the West End as a destination, the operating hours for tables and chairs permits in George Street and the West End Community Council area</p>	Open	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				<p>would be extended to midnight for premises in these areas, during the advertised operating period of the Edinburgh Festival Fringe in 2015 and in future years.</p> <p>2) To agree that, during the advertised operating period of the Edinburgh Festival Fringe, businesses on George Street and those located within the West End Community Council area may apply for permission to use tables and chairs until midnight instead of 10pm (noting that it is the responsibility of businesses to apply for, and obtain the appropriate License and that this report does not seek to fetter the discretion of the Licensing Board or Regulatory Committee)</p>		
9	02/06/2015	Services for Communities	Item 7.7 - City Centre Public Spaces Manifesto Update	<p>1) To approve the launch of a public consultation on the use and management of all public spaces in the city centre to inform a Public Spaces Manifesto.</p> <p>2) To agree that trial arrangements for the use and management of Castle Street (as described in paragraph 3.7 and Appendix One of the report by the Acting Directors of Services for</p>	Open	

Item no.	Date	Directorate	Item	Decision	Status	Comments
				Communities) would be adopted during the consultation period (specifically between June 2015 and September 2016).		
10	02/06/2015	Services for Communities	Item 7.12 - Update on Second Round of Noise Mapping	To approve the 18 Noise Management Areas (NMAs) and 10 Quiet Areas (QAs) recommended by the Edinburgh Agglomeration Working Group in relation to round 2 of the Scottish Government noise mapping process.	Open	
11	02/06/2015	Services for Communities	Item 7.15 - Seafield Waste Water Treatment Working – Monitoring of Scottish Water Odour Improvement Plan	To instruct the Acting Director of Services for Communities to engage with the relevant Authorities with a view to reviewing and strengthening the existing Code of Practise and report back to Committee on the outcome.	Open	
12	02/06/2015	Services for Communities	Item 7.16 - Scottish Water Environment Consultations	To approve the Council's response to the Scottish Water Environment consultations as set out in Appendix 1 and 2 of the report by the Acting Director of Services for Communities.	Open	
13	25/08/2015	Services for Communities	Item 7.1 - Transport for Edinburgh - Annual Performance Report	To agree that officers work with Transport for Edinburgh to develop and agree specific targets based on the objectives for 2016 and report back to the Transport and Environment Committee within two cycles.	Open	

Item no.	Date	Directorate	Item	Decision	Status	Comments
14	25/08/2015	Services for Communities	Item 7.5 - Flood Risk Management – Consultation and Prioritisation Feedback	To approve the prioritisation which would be considered by the Scottish Government in relation to the distribution of funds	Open	
15	25/08/2015	Services for Communities	Item 7.5 - Flood Risk Management – Consultation and Prioritisation Feedback	To approve the revised scope for future phases of the Water of Leith Flood Prevention Scheme.	Open	
16	25/08/2015	Services for Communities	Item 7.7 - Public Utility Company Performance 2014/15	To agree that the Convener request a meeting with the Scottish Road Works Commissioner to articulate the Council's concerns at the performance of utility companies in Edinburgh, as referred to in the report and to investigate what further action is required to address this important issue.	Open	
17	25/08/2015	Services for Communities	Item 7.10 - Improving Air Quality in Edinburgh	To approve submission of the draft Air Quality Action Plan – Progress with Actions Report 2015, and Updating and Screening Assessment Report 2015 to the Scottish Government, Scottish Environment Protection Agency (SEPA) and Department for Environment Food and Rural Affairs (DEFRA), as required under the Environment Act 1995.	Open	
18	25/08/2015	Services for Communities	Item 7.14 - Delivering the Local Transport Strategy 2014-2019 – Draft Parking Action Plan	To approve the new Edinburgh Street Design Guidance presented in Appendix 2	Open	



Item no.	Date	Directorate	Item	Decision	Status	Comments
19	25/08/2015	Services for Communities	Item 7.18 - School Streets Phase 1 Consultation on Experimental Traffic Regulation Order	To agree to set aside the objections, on the basis that by implementing changes using an Experimental Traffic Regulation Order, objections would be further considered should Committee decide to make the Order permanent.	Open	
20	25/08/2015	Services for Communities	Item 7.18 - School Streets Phase 1 Consultation on Experimental Traffic Regulation Order	To agree the proposal for implementation of the approved Phase 1 schools in September 2015.	Open	
21	25/08/2015	Services for Communities	Item 7.18 - School Streets Phase 1 Consultation on Experimental Traffic Regulation Order	To agree on the inclusion of carers providing care on behalf of the Council as an excepted party.	Open	
22	25/08/2015	Services for Communities	Item 7.18 - School Streets Phase 1 Consultation on Experimental Traffic Regulation Order	To agree to the proposal to provide schools with a single permit	Open	
23	25/08/2015	Services for Communities	Item B1.1 - Public Bike Hire Scheme	To approve further work to undertake market engagement with potential operators and to issue a tender for public bike hire scheme for Edinburgh.	Open	

Transport and Environment Committee

10 am Tuesday 27 October 2015

Dean of Guild Court Room, City Chambers, High Street, Edinburgh

Transport and Environment Committee

Convener:	Members:	Contacts
<p data-bbox="167 439 411 517">Convener Cllr Lesley Hinds</p>  <p data-bbox="167 904 419 983">Vice- Convener Cllr Adam McVey</p> 	<p data-bbox="600 427 999 987">Councillor Robert Aldridge Councillor Nigel Bagshaw Councillor Gavin Barrie Councillor Chas Booth Councillor Steve Cardownie Councillor Nick Cook Councillor Karen Doran Councillor Nick Gardner Councillor Bill Henderson Councillor Allan Jackson Councillor Karen Keil Councillor Mark McInnes Councillor Ian Perry</p>	<p data-bbox="1090 427 1358 539">Marie Craig Business Manager ☎ 0131 529 7739</p> <p data-bbox="1090 589 1358 701">Jemma Blackwood Business Manager ☎ 0131 529 3473</p> <p data-bbox="1090 750 1377 862">Stuart McLean Committee Services ☎ 0131 529 4106</p>

Recent news

Transport Charter Progress Report

The Health Social Care and Housing Committee (08/09/15) considered the [Transport Charter](#). The Committee approved the recommendations in the Acting Director of Services for Community's report and referred the report to the Transport and Environment Committee for information.

Background

For further information:

Kirsty Morrison, Community Safety Strategic Manager.

0131 529 7622

Kirsty.morrison@edinburgh.gov.uk

Forthcoming Activities:

None

Recent news

Contribution of Edinburgh's Third Sector: Annual Report 2015 referral from the Communities and Neighbourhoods Committee.

Committees may wish to note that the Communities and Neighbourhoods Committee in the autumn of each year receives a report highlighting the [social and economic contribution](#) of Edinburgh's third sector and active citizens. Charities, social enterprises and community organisations provide a diverse range of services both across the city, in localities and within neighbourhoods. Work undertaken by these organisations includes; education, citizenship, community development, well-being, tackling poverty and inequality, prevention, citizen care and support and environmental action.

The most recent year (2014/15) indicated that the city's 2,169 charities generated £2.45Bn and employed 15,000 people. Of these, 986 (45%) provide services within the City working alongside the 175,000 people that regularly volunteer. With government funds reducing by 2% in the year, self-generated income has continued at a value of 78% of income.

There are however pressures across the City's third sector with 71% expecting competition for resources to grow, 77% anticipate the need for greater collaboration, 57% of organisations do not have sufficient volunteers, organisations are experiencing acute reductions in financial reserves and, similar to the Council, managing increasing demand amid dwindling public resources.

Through the City's beacon [Edinburgh Compact arrangement](#) and against the backdrop of transformation and service and budget pressures, the Council continues to have a positive and productive working relationship with the third sector. Third sector contributions to community planning and engagement, prevention and mitigation of poverty and inequality, co-designing services and collaborative working in localities and

Background

For further information:

Graeme McKechnie, Senior Corporate Policy & Strategy Officer

0131 463 3861

graeme.mckechnie@edinburgh.gov.uk

Recent news	Background
<p>Contribution of Edinburgh’s Third Sector: Annual Report 2015 referral from the Communities and Neighbourhoods Committee (continued)</p> <p>neighbourhoods are a continuing feature of city well-being. For the 220 organisations receiving council grant investment, attainment of targets has increased by 3% to 97%.</p> <p>Councillors Maureen Child and Alex Lunn, Convener and Vice-Convener of the Communities and Neighbourhoods Committee.</p>	

Forthcoming Activities:

None

Recent news	Background
<p>Community Policing Service Level Agreement (SLA); Performance Update</p> <p>The Police and Fire Scrutiny Committee on 18 September 2015 considered updates on the joint working activities and detailed performance carried out under the service level agreement with Police Scotland from April to June 2015 and July 2015.</p> <p>The Committee agreed to note the content of both reports and the performance framework for the SLA 2015/16 KPIs.</p> <p>Both reports were referred to the Finance and Resources Committee, the Health, Social Care and Housing Committee and the Transport and Environment Committee for information.</p>	<p><u>For further information:</u></p> <p>Kirsty Morrison, Community Safety Strategic Manager. 0131 529 7622 Kirsty.morrison@edinburgh.gov.uk.</p>

Forthcoming Activities:

None

Recent news	Background
<p>Update on Pilot of On–Street Electric Vehicle Charging Points.</p> <p>At its meeting on 17 March 2015, Committee asked to be kept updated on progress with the pilot of on–street electric vehicle charging.</p> <p>It is planned that, as part of a pilot of on–street electric vehicle charging points in the Marchmont and Sciennes Community Council area, five, two headed, charging points will be installed. A public consultation has been held in this Community Council area and the potential location of charging points at car club bays has also been discussed with the City Car Club. The feedback from these consultations is being analysed and will be used to identify locations where there is likely to be most demand for charging points.</p>	<p><u>For further information:</u></p> <p>Clive Brown, Project Officer, Strategic Planning, (0131) 469 3630 clive.brown@edinburgh.gov.uk</p> <p>At its meeting on 17 March 2015 Committee considered a report on “<i>Delivery of the Local Transport Strategy 2014-2019: Priorities for Installing On-Street Electric Vehicle Charging Points in Edinburgh</i>”. The Director of</p>

Recent news	Background
<p>Update on Pilot of On–Street Electric Vehicle Charging Points (continued)</p> <p>Transport Scotland has agreed to provide 50% of the cost of installing the on–street charging points. The current estimated cost is around £40,000. The Council’s contribution of £20,000, will be met from the budgets for the current and 2016–17 financial years.</p>	<p>Services for Communities to proceed with preparations for a pilot of on-street electric vehicle charging.</p>

Forthcoming activities:

A report on “Delivery of the Local Transport Strategy 2014-2019: Proposals for a Pilot of On–Street Electric Vehicle Charging Points in the Marchmont and Sciennes area” will be prepared for the meeting of the Transport and Environment Committee on 12 January 2016.

Recent news	Background
<p>Edinburgh Adapts project</p> <p>Following approval of Resilient Edinburgh Climate Change Adaptation Framework 2014-2020 in autumn 2014, Adaptation Scotland began working with the Edinburgh Sustainable Development Partnership in 2015 to develop a climate change adaptation action plan for the city through the Edinburgh Adapts project. Edinburgh Adapts was endorsed by the Edinburgh Sustainable Development Partnership in March 2015 and preparation of a detailed, city-wide climate adaptation action plan is now under way. A start-up workshop held in August 2015 was very well attended, with over 40 organisations represented. Three sector specific workshops covering Buildings and Infrastructure, Natural Environment and Society and Business will be held in November 2015. Preparation for these workshops will include face-to-face engagement with key stakeholders to identify actions for inclusion in the action plan. Stakeholder engagement and information gathering should be complete by December 2015. A draft action plan, which will include proposals for ongoing governance, will be ready by March 2016.</p>	<p><u>For further information:</u></p> <p>James Garry, Policy Officer, Corporate Governance Department, (0131) 469 3578 james.garry@edinburgh.gov.uk</p> <p>Fiona MacLeod, Policy Officer, Corporate Governance Department (0131) 469 3513 fiona.macleod@edinburgh.gov.uk</p>

Forthcoming activities:

None

Recent news	Background
<p>Leith, Leith Walk & City Centre CIMS and Challenges</p> <p>It was agreed at the Transport and Environment committee meeting on 25 August 2015, that Local Ward Councillors (Leith, Leith Walk & City Centre) would meet with Officers to identify the challenges and measures required to improve the Cleanliness Index Monitoring System scores in those wards.</p> <p>Councillors from Leith, Leith Walk and City Centre met with</p>	<p><u>For further information:</u></p> <p>Karen Reeves, Openspace Strategy Manager 0131 469 5196 karen.reeves@edinburgh.gov.uk</p>

Recent news	Background
<p>Leith, Leith Walk & City Centre CIMS and Challenges (continued)</p> <p>Council officials on 23 September 2015 at a meeting chaired by Transport and Environment Convener, Councillor Lesley Hinds, to discuss the background to the staffing resource allocated to their wards and the background to the CIMS methodology. The specific challenges of Wards 11, 12 & 13 (high footfall, high density housing, transient population, high numbers of businesses) and the issues that were faced (e.g. high levels of fly-tipping, weeds) as well as the operational issues the teams faced (domestic waste collections, staffing and supervision) were discussed and agreed.</p> <p>Four key strands to how the Council and the local community can work together to improve cleansing performance in the three Wards were agreed - effective enforcement, education, enabling community engagement and good council service. The City Centre and Leith Team were asked to organise a ‘Cleanliness Summit’ via the Neighbourhood Partnerships to highlight how groups can get involved, the responsibilities of the Council, residents, and businesses in dealing with waste, and gathering local intelligence on issues/challenges the local community identify in their areas. Data will also be provided to all Elected Members on the cleansing resources in their wards and a summary of frequently asked questions and answers provided.</p>	

Forthcoming activities:

None

Recent news	Background
<p>Update on A Tree for Every Child</p> <p>The Tree for Every Child concept is being delivered by Edinburgh & Lothians Greenspace Trust (ELGT). ELGT has re-badged the project “Tree Time” and through it is seeking private sponsorship for the planting of trees in the city.</p> <p>ELGT report that there have been two committed and official sign ups by Edinburgh businesses to Tree Time. Discussions are ongoing with numerous others, all at various stages and at different levels of potential, as well as with other potential partners in terms of helping promote the initiative.</p> <p>ELGT will shortly be targeting key localities where there is a significant tree issue, where surrounding businesses are able to make a direct link between their support and tree planting in their immediate vicinity.</p> <p>Preparations are being made for a number of tree-based promotional activities in Edinburgh, highlighting and showcasing</p>	<p><u>For further information:</u></p> <p>David Jamieson, Parks and Greenspace Manager 0131 529 7055 david.jamieson@edinburgh.gov.uk</p>

some of Edinburgh's significant trees.

Forthcoming activities:

None

Recent news

Ash Dieback

As part of this year's Dutch Elm Disease survey, the city's first outbreak of Ash Dieback (*chalara fraxinea*) was identified on some of the younger ash trees on Corstorphine Hill. The Parks & Greenspace Service intends to coppice infected trees to assist in reducing the rate of spread of the disease. The Forestry Commission has been notified of this outbreak but at this time no notice for restriction of timber movement has been issued.

The Forestry Service will stay vigilant and take appropriate Health & Safety action at any site where it is recorded. If you have any questions relating to Ash Dieback please contact the Forestry Service on 0131 3117074.

Please see link below for further information regarding Ash Dieback.

<http://www.forestry.gov.uk/ashdieback>

Background

For further information:

David Jamieson, Parks and Greenspace Manager
0131 529 7055
david.jamieson@edinburgh.gov.uk

Forthcoming activities:

None

Transport and Environment Committee

10am, Tuesday, 27 October 2015

Update on the Street Scene Project

Item number	7.1
Report number	
Executive/routine	
Wards	All

Executive summary

In October 2014, Transport and Environment Committee approved a new policy for trade waste, whereby trade waste receptacles could no longer be stored on public land. Businesses that want their waste to be collected from public land can only present containers for one hour within set times; 9.30am – 12pm, 2pm – 4pm, 6.30pm – 11pm.

This report outlines how this policy is being implemented across Edinburgh, and provides an update on Phase One of the project. Phase one started in April 2015, and focussed on the city centre (Ward 11). At the end of Phase One, the number of bins stored permanently on public land has been reduced by 73%.

Enforcement is essential to embed the new timed windows collection of trade waste. This report highlights the powers afforded to the Council to introduce the new policy, and details the processes the Council have put in place to enforce the changes.

Links

Coalition pledges	P44 , P49
Council outcomes	CO7 , CO19 , CO25 , CO26 , CO27
Single Outcome Agreement	SO4

Update on the Street Scene Project

Recommendations

- 1.1 It is recommended that the Transport and Environment Committee notes the content of this report.

Background

- 2.1 The heritage and beauty of Edinburgh's streets are compromised by the volume of trade waste presented throughout the day and the vast number of trade waste bins permanently left on the streets throughout the city. The presence of waste attracts gulls and other animals, it creates public safety issues by providing objects that may be tripped over or potentially used to inflict injury, and it causes potentially hazardous situations which need to be cleaned up at a cost to the Council in excess of £500,000 per year.
- 2.2 On 29 October 2013, the Transport and Environment Committee considered a report on Trade Waste Policy Options which gave an overview of potential solutions that could be implemented to improve the management of trade waste on Edinburgh's streets. Committee approved a pilot study to trial timed window collections in three areas: Rose Street (and its lanes), Leith Walk, and the High Street. A timed collection approach specifies windows of time in which businesses may place their waste onto the street for collection. Outside these times no waste is permitted on public land.
- 2.3 On the 28 October 2014, the Transport and Environment Committee considered a report on the findings of the pilot and approved a new city-wide policy to minimise trade waste stored or presented for collection on public space by introducing a timed window collection approach. The report highlighted an 80% reduction in the number of trade waste bins on public land within the pilot area.
- 2.4 The new policy states:
- Trade waste containers are not permitted to be stored on public space;
 - Trade waste is to be presented for collection on public space during the following times only: 9.30am – 12pm, 2pm – 4pm, 6.30pm – 11pm;
 - Within presentation times, waste is only permitted to be presented for up to one hour;
 - Waste placed on street for collection must display the business name and collection time;

- Waste may only be placed on-street when the business is staffed and never overnight; and
 - Waste containers must be placed as near to the edge of a business's property as is possible, whilst retaining clear pedestrian access.
- 2.5 It was agreed that the new policy would be rolled out across the city over an eighteen month period, by the Open Space Strategy Team within Waste and Fleet Services. Two members of staff who worked on the trade waste pilot were seconded to the team to plan and deliver the implementation of the new policy.
- 2.6 A series of meetings were held internally with Local Environment Teams and Environmental Warden Teams, and externally with waste carrier operators and businesses, to plan the best approach to deliver the project within the given timescales.

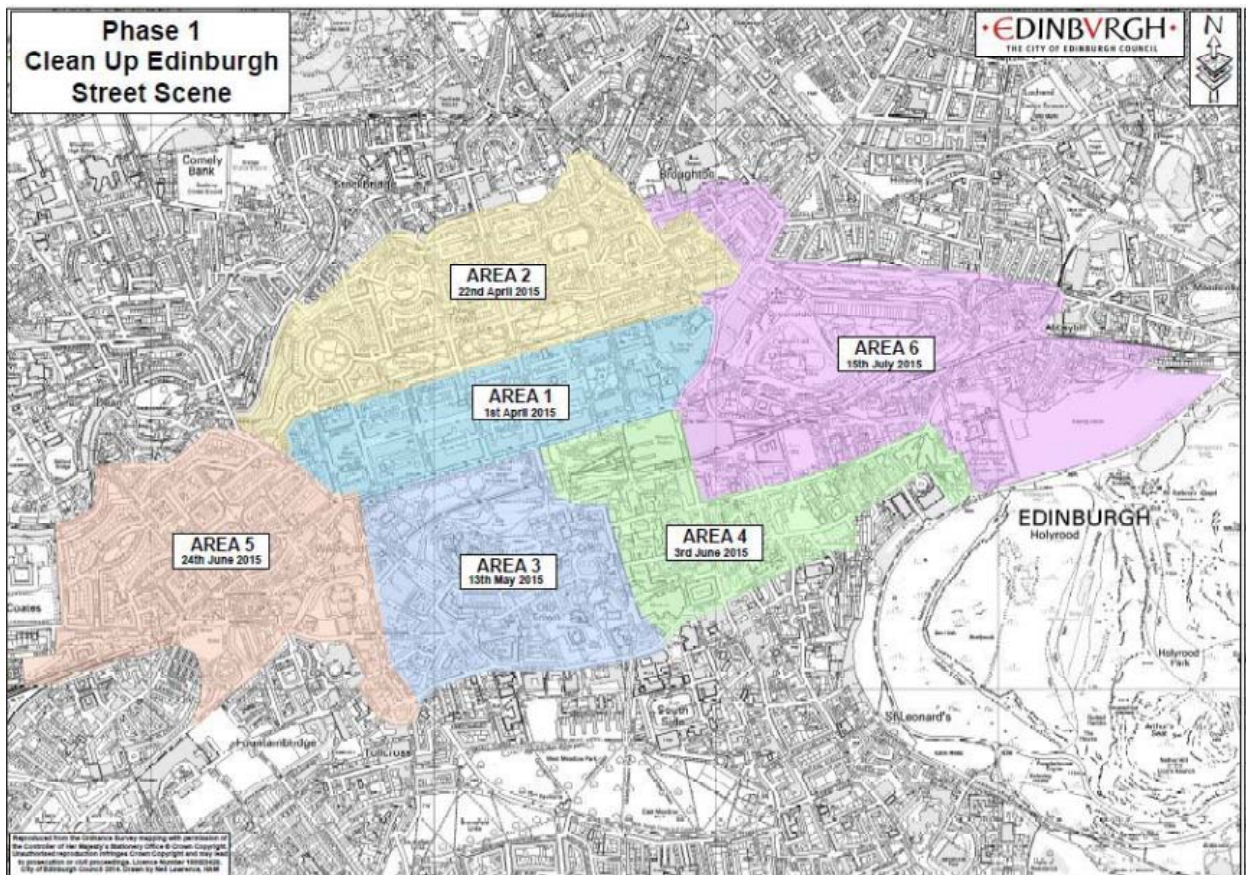
Enforcement

- 2.7 Existing legislation gives the Council the authority to control or remove obstructions on public land (Roads (Scotland) Act, 1984, sections 59 and 87) and to determine the size, number, and type of containers placed on public space (Environmental Protection Act, 1990, s.47).
- 2.8 An amendment to the Environmental Protection Act, brought into force on 30 June 2014, gives additional powers through service of a statutory notice to control the placing and removal of containers on the road. Specifically it gives the local authority powers to require the removal of receptacles placed for the purpose of facilitating the emptying of them. It also gives the local authority the power to make provision for the time when the receptacles must be placed for that purpose and removed.

Main report

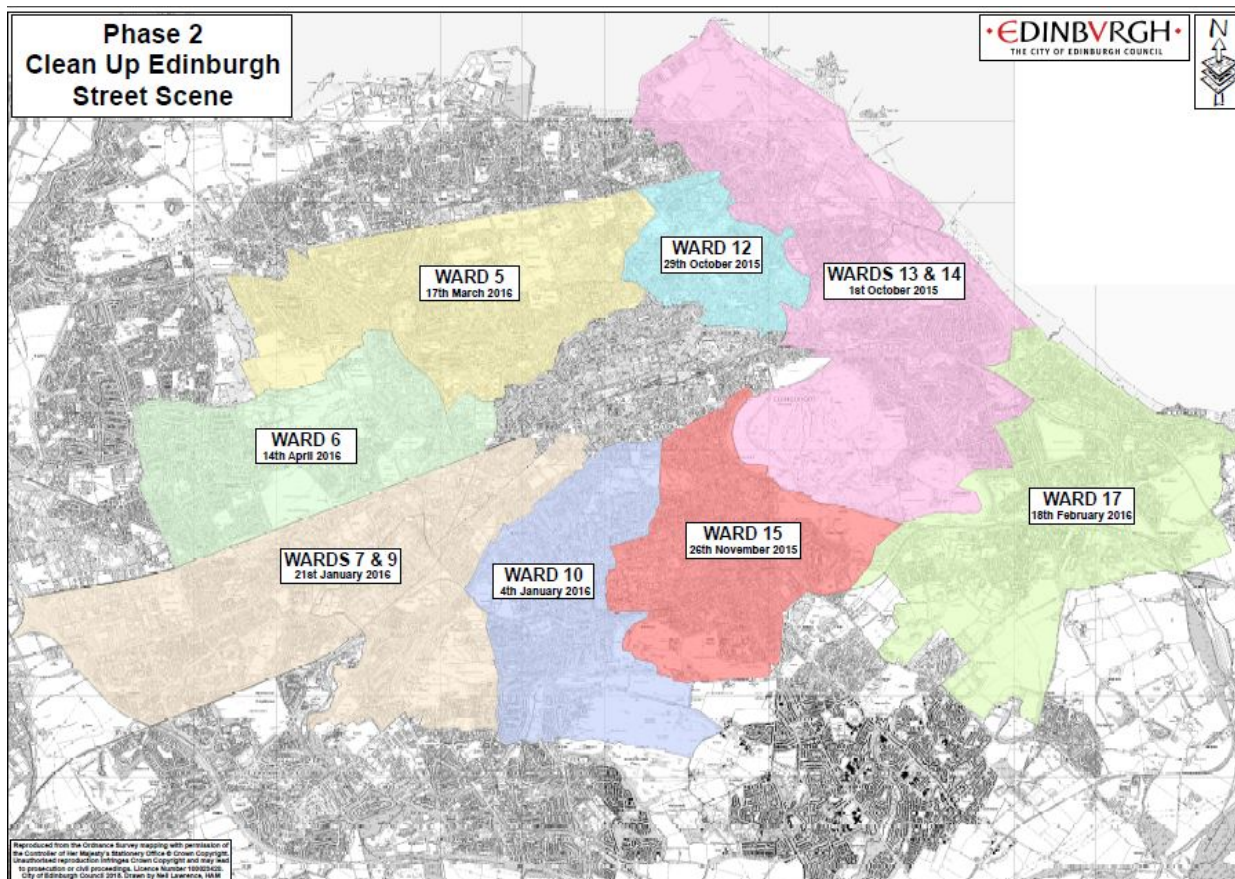
Implementation

- 3.1 The project is being delivered in three phases over an eighteen month period. Phase One solely concentrated on the City Centre (Ward 11), where there is the highest concentration of businesses, and therefore the greatest number of trade waste bins stored on public land. Due to the high density of businesses within the area it was divided into six sections (Map 1). A period of nine months was allocated to this phase of the project.



Map 1: Phase 1 of roll-out

- 3.2 Phase Two covers a further ten Wards across the city (Map 2). In these ten wards there are approximately 10,000 businesses. It is planned that this phase will be completed by July 2016. Before the commencement of Phase Two, individual meetings will be held with waste carriers to discuss the implementation of Phase One and any lessons learnt to support the rollout of Phase Two.
- 3.3 The remaining six wards have approximately 2,600 businesses between them and will form Phase Three of the project; the final phase. The local environment and enforcement teams will be given a toolkit to carry out the same process to introduce timed window collections and tackle localised problems and trade waste hotspots.



Map 2: Phase 2 of roll-out

- 3.4 Work commenced in the first area of Phase One on 1 April 2015 as scheduled, and proceeded on a three week rolling basis throughout the rest of the areas. In each area a bin audit was undertaken, in which the number of bins on each street was recorded as well as bin size, waste company and business name if known. This information, along with photographs, was passed to the private trade waste contractors to allow them to start preparations for contacting businesses and route re-scheduling, to fall in line with the collection windows for customers who wish to have their waste collected from public land.
- 3.5 Letters and leaflets were delivered to all businesses within each area and unauthorised bins identified with removal stickers. Businesses and their waste carriers were given a minimum of four weeks' notice to remove their trade waste bin from public land. During this period, staff visited businesses providing advice on how to comply with the new policy and issue temporary exemptions for food and glass when required.
- 3.6 After the four week period, any unauthorised bins remaining on public land were removed. The respective trade waste contractors were invoiced for the uplift and storage costs of bins that were removed.

Communication

- 3.7 The requirements of the new policy mean a significant change in waste management for businesses in Edinburgh, therefore getting a clear message across to them has been vitally important. The implementation team ensured all businesses were sent detailed information to help them comply with the new requirements, highlighting roles and responsibilities, and illustrating good practice. With this information, most businesses were able to become compliant with only the help of their trade waste company, who were already aware of the requirements and who are experts in waste management.
- 3.8 A media campaign was carried out prior to the start of the roll-out and every business received a teaser flyer highlighting that changes were imminent. Two weeks later each business received a detailed information pack and was given access to a support website.
- 3.9 Specific training was given to all environmental call handlers in the Council's customer hub to allow them to answer any question on the new changes and to record and forward on requests from businesses for food and glass exemption stickers.
- 3.10 Businesses, which after contacting their trade waste carrier, were experiencing difficulties achieving compliance were visited by a member of staff. The vast majority of these difficulties arose where businesses produced food and/or glass waste and lacked suitable and safe storage space. In these instances an officer visited the premises to offer advice and guidance, and carry out an inspection of the storage facilities. If appropriate, the officer issued the business with a green exemption sticker for food and glass bins only, conditions were attached to the exemption stickers to ensure public safety by restricting the size, security and placement of each food/glass bin.

Enforcement

- 3.11 A working group comprising a Community Safety Manager, two Environmental Warden Team Leaders and three Policy Officers was set up to review the enforcement procedure for the new policy. The working group decided to replace the current fixed penalty notice procedure with a three strike system. Businesses will be issued with two written notices highlighting their failure to comply before being issued with a legal notice under Section 47 of the Environmental Protection Act (EPA). If this notice is breached the Council will seek to prosecute the business.
- 3.12 Template letters were drafted along with a new electronic version of the Section 47 Notice. These were added into the current IT system to ensure a consistent approach by Environmental Wardens across the city. The IT system was also used to record all enforcement actions undertaken in relation to this new policy.

3.13 Since enforcement began on 11 May 2015, seven enforcement actions have been carried out in relation to the rollout of the new timed window collections. The Environmental Wardens have also offered support to businesses on how to become compliant.

Results

3.14 At the start of the project there were 1,705 trade waste containers which were being stored on public land in the city centre (Ward 11) on a permanent basis. These bins had a combined capacity of 1,077,600 litres. At the end of Phase One, the number of bins had reduced by 1,252, a reduction of 73%.

3.15 The 453 bins which remain (all smaller food and glass wheelie bins) have a combined capacity of just 111,891 litres. This equates to a reduction in volume of on street waste containers of 90%.

3.16 In Phase One, 5,159 businesses were contacted and received the teaser leaflet and information pack. The Council engaged with 325 businesses and issued 189 businesses with exemption stickers for food and/or glass.



Photos 1 and 2: Before and after Register Place



Photos 3 and 4: Before and after Thistle Street Lane

Measures of success

- 4.1 Success will be measured by:
- a) A reduction in trade waste containers stored on public land;
 - b) A reduction in complaints about the storage of waste and associated issues;
 - c) A reduction in trade waste derived street litter;
 - d) Businesses managing their waste better and recycling more;
 - e) Waste on street being clearly identified with the responsible business name and collection time; and
 - f) Food and glass receptacles locked, and clearly identified with the responsible business name.

Financial impact

- 5.1 A dedicated resource of two staff have been allocated support to the roll out and implementation of the new policy. This has been met from existing budgets.
- 5.2 A budget has also been identified from existing resources to cover the Communication Plan.

Risk, policy, compliance and governance impact

- 6.1 The amendment to the Environmental Protection Act 1990 gives the Council the ability to implement controls on the periods when receptacles can be placed and when they must be removed from public land for either storage or emptying purposes.
- 6.2 There is no adverse risk, policy, compliance or governance impact from this report.

Equalities impact

- 7.1 Mobility - through improving access to public spaces by removal of trade waste and trade waste receptacles from public land, the city will have safer routes free from potential obstructions and trip hazards for all pedestrians, particularly for carers and residents with wheelchairs and those with visual impairments.
- 7.2 Health - through better controlling waste, there will be a decrease in burst bags, nuisance animals and smells. This will have a positive effect on the environmental health of the city.
- 7.3 Public safety - minimising threats. The storage of waste receptacles on public land has led to the creation of bin 'ghettos' in some locations in Edinburgh, blocking sightlines and fire escapes, and impacting on health and physical security. Through the reduction of large items of street clutter, an open space is revealed and items which could be used to inflict harm or hide behind are

removed. Drivers will have more visibility of pedestrians. With a reduction of bins comes a reduction in bin fires, nuisance animals, bins blowing over in high winds and increased access to a cleaner, safer environment is achieved. The removal will have a positive impact on access within these areas and those groups who may be more vulnerable to crime, or the fear of crime.

- 7.4 Standard of Living - cleaner streets give the impression an area is safer and more 'looked-after'. This can have a positive impact on the mental health of local residents, increasing their perception of safety, community, peace of mind and pride in their neighbourhood.

Sustainability impact

- 8.1 Encouraging businesses to reduce, re-use and recycle their waste will reduce carbon emissions. A robust approach to the management of trade waste will encourage businesses to take more responsibility for their waste, improving the appearance and cleanliness of the local environment and putting sustainability at the core of business operations.
- 8.2 Improving the environment and de-cluttering the streetscape will also help promote the local economy and personal wellbeing.

Consultation and engagement

- 9.1 Throughout the planning and delivery of the project, meetings were held with the trade waste contractors, both as a group and individually. Regular updates have been provided to all the waste carriers who operate in Edinburgh providing information on the new policy, describing how it will be rolled across the city and discussing the implications for the waste carriers.
- 9.2 Internal consultation has been held with Neighbourhood Roads, Local Environment and Environmental Warden staff.

Background reading/external references

[Trade Waste Policy Options](#)

[Trade Waste Pilot – Update](#)

[Trade Waste – Pilot Evaluation and Policy Recommendations](#)

John Bury

Acting Director of Services for Communities

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Links

Coalition pledges	P44 - Prioritise keeping our streets clean and attractive. P49 – Continue to increase recycling levels across the city and reducing the proportion of waste going to landfill.
Council outcomes	CO7 - Edinburgh draws new investment in development and regeneration. CO17 - Clean – Edinburgh’s streets and open spaces are free from litter and graffiti. CO19 - Attractive places and well maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards. CO25 - The Council has efficient and effective services that deliver on objectives. CO26 - The Council engages with stakeholders and works in partnership to improve services and deliver on agreed objectives. CO27 - The Council supports, invests and develops our people.
Single Outcome Agreement	SO4 - Edinburgh’s communities are safer and have improved physical and social fabric.
Appendices	

Transport and Environment Committee

10am, Tuesday, 27 October 2015

Policies – Assurance Statement

Item number	7.2
Report number	
Executive/routine	
Wards	All

Executive summary

Council policies are key governance tools. They help realise the Council's vision, values, pledges and outcomes, and are critical to the Council's operations, ensuring that statutory and regulatory obligations are met in an efficient and accountable manner.

To strengthen governance arrangements a policy framework has been developed to ensure that all current Council policies are easily accessible, and are created, revised and renewed in a consistent manner and to an agreed standard.

To ensure that Council policies remain current and relevant, all Council directorates are required to review policies on annual basis.

Links

Coalition pledges	
Council outcomes	CO25
Single Outcome Agreement	

Policies – Assurance Statement

Recommendations

- 1.1 To note that the Council policies detailed in this report have been reviewed and are considered as being current, relevant and fit for purpose.

Background

- 2.1 Council policies are key governance tools. They help realise the Council's vision, values, pledges and outcomes, and are critical to the Council's operations, ensuring that statutory and regulatory obligations are met in an efficient and accountable manner.
- 2.2 To strengthen governance arrangements a policy framework has been developed to ensure that all current Council policies are easily accessible, and are created, revised and renewed in a consistent manner and to an agreed standard. This included the development of a comprehensive register of Council policies and introduction of a policy template to provide the Council with a standardised format in terms of content and style.
- 2.3 The Corporate Policy and Strategy Committee agreed the approach detailed above on 3 September 2013.

Main report

- 3.1 A critical element of the policy framework is to ensure that all Council policies are fit for purpose. This requires each directorate to review, on an annual basis, all policies relevant to their services, and to provide the necessary level of assurance that these policies are current and relevant.
- 3.2 This report confirms that the transport and environment policies listed in the appendix have been reviewed by directorate senior management and are still considered fit for purpose.
- 3.3. Some policies require minor adjustments to ensure on-going currency and accuracy (for example, change in legislation). Any changes are noted and detailed, where appropriate.
- 3.4 All Council policies are available through an interactive directory on the Council's website.

- 3.5 The [Council Policies](#) definition guide confirms what is considered a policy and what would be a strategy, procedures or guidelines. A number of documents Councillors maybe familiar with such as the Waste Prevention Strategy, would not fall under the definition of a policy and would therefore not be included specifically on the Policy Register. Policies that are revised or new policies that are developed will be reported to the relevant committee using the new policy template.

Measures of success

- 4.1 Access to up-to-date and relevant Council policies, for internal and external stakeholders, which are quality assured and reviewed on an annual basis.

Financial impact

- 5.1 There are no direct financial impacts as a result of this report.

Risk, policy, compliance and governance impact

- 6.1 Increased accountability, transparency and efficiencies concerning Council actions and operations.

Equalities impact

- 7.1 There are no equalities impacts as a result of this report.

Sustainability impact

- 8.1 There is no sustainability impact as a result of this report.

Consultation and engagement

- 9.1 Consultation was undertaken with directorates and service areas as part of the development of a policy framework for the Council.

Background reading/external references

[Corporate Policy and Strategy Committee Report 3 September 2013 – Review of Council Policy](#)

John Bury

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Links

Coalition pledges

Council outcomes CO25 the council has efficient and effective services that deliver on objectives.

Single Outcome Agreement

Appendices Assured Policies

Appendix – Assured Policies

Policy title:	Edinburgh Parks Manifesto
Approval date:	26 August 2014
Approval body:	Transport & Environment Committee
Review process:	Reviewed in February 2015 by Parks and Greenspace Manager as fit for purpose.
Change details:	No changes to approved policy

Policy title:	Allotment Strategy
Approval date:	2 August 2011
Approval body:	Transport & Environment Committee
Review process:	Scottish Government Guidance was issued in 2015 and the Strategy is currently under review, including consultation with relevant stakeholders. A revised strategy will be brought to committee for approval in early 2016.
Change details:	No changes to approved policy

Policy title:	Play Area Action Plan
Approval date:	12 June 2012
Approval body:	Transport & Environment Committee
Review process:	Formal review in 2017. Reviewed in February 2015 by Parks and Green Space Manager as fit for purpose.
Change details:	No changes to approved Policy

Policy title:	Presentation Seats Policy
Approval date:	9 February 2010
Approval body:	Transport & Environment Committee
Review process:	Fees are reviewed annually at Full Council budget meeting. Reviewed in February 2015 by Parks and Green Space Manager as fit for purpose.
Change details:	No changes to approved policy

Policy title:	Parks & Greenspaces - Management Rules
Approval date:	31 January 2013
Approval body:	Transport & Environment Committee
Review process:	Formal review in 2023. Reviewed in February 2015 by Parks and Green Space Manager as fit for purpose.
Change details:	No changes to approved policy

Policy title:	Local Transport Strategy 2014 - 2019
Approval date	14 January 2014
Approval body:	Transport & Environment Committee
Review process:	To be reviewed 2019, the Strategy will then be amended and reported to committee.
Change details:	No changes to approved policy

Transport & Environment Committee

10am, Tuesday, 27 October 2015

Pentland Hills Regional Park Boundary Bill – Response to Calls for Evidence

Item number	7.3
Report number	
Executive/routine	
Wards	All

Executive summary

The City of Edinburgh Council has been invited to provide evidence in relation to the Pentland Hills Regional Park Boundary Bill. Written responses have been submitted by the Convener to the Scottish Parliament's Finance Committee and the Pentland Hills Regional Park Boundary Bill Committee. The Transport & Environment Committee is invited to ratify these.

The responses are consistent with the Council's earlier consultation response on the proposed private members Bill ratified by Committee on 3 June 2014. These responses broadly welcome the proposal to expand the Regional Park in principle, but make it clear that any additional funding proposals would need to be carefully considered in the context of budgetary pressures, and that a further detailed feasibility study including detailed assessment of proposed funding governance and operational arrangements is required before a full assessment of the likely impact of the Bill can be made.

Links

Coalition pledges	P42, P45, P48
Council outcomes	CO10, CO17, CO19, CO20
Single Outcome Agreement	SO2, SO3, SO4

Pentland Hills Regional Park Boundary Bill – Response to Calls for Evidence

Recommendations

- 1.1 It is recommended that Committee ratifies the written responses to the calls for evidence to the Scottish Parliament's Finance Committee and the Pentland Hills Regional Park Boundary Bill Committee made by the Convener on behalf of the Council (Appendices 1 and 2).

Background

- 2.1 At a meeting of the Pentland Hills Regional Park Consultative Forum held on 30 August 2013, Christine Grahame MSP presented the idea of expanding the Boundary of the Pentland Hills Regional Park to include additional areas in West Lothian, South Lanarkshire and Scottish Borders.
- 2.2 At the Pentland Hills Regional Park Consultative Forum meeting on 28 February 2014, Christine Grahame MSP formally launched a proposal for a Bill to extend the boundary and initiated a consultation exercise ending on the 23 May 2014.
- 2.3 The City of Edinburgh's Council's consultation response was ratified by the Transport and Environment Committee on 3 June 2014 (Appendix 3).
- 2.4 In May 2015, the Pentland Hills Regional Park Boundary Bill was introduced, supported by explanatory notes and Financial Memorandum.
- 2.5 The Pentland Hills Regional Park Boundary Bill Committee was established to guide the progress of the Bill and an evidence session will be held at the Scottish Parliament on Thursday 29 October 2015. The City of Edinburgh Council has been invited to attend and provide oral evidence and a written paper in support of its position. Further written evidence was submitted by deadline of 20 October 2015 (Appendix 1). The Regional Park Manager will attend the session to support the Committee's consideration of evidence.
- 2.6 Additionally, the financial implications of the Bill will be considered by the Scottish Parliament's Finance Committee. The City of Edinburgh Council was invited to submit written evidence by the deadline of 16 October 2015. The response is attached in Appendix 2.

Main report

Evidence to the Pentland Hills Regional Park Boundary Bill Committee

3.1 The main points of the Council's written submission in support of the call for oral evidence to the PHRP Boundary Bill Committee (Appendix 1) are summarised below.

- There are potential benefits to extending the Regional Park Boundary.
- Extension would bring with it the need for capital investment in visitor facilities and ongoing revenue funding to service and maintain the Park.
- New funding, governance and operational arrangements would be required. These have not been identified at this stage.
- Further detailed feasibility work is required in order to properly assess the likely success and financial impact of the proposal.

Evidence to the Scottish Parliament's Finance Committee

3.2 The main points of the Council's written submission in response to the Scottish Parliament's Finance Committee's call for evidence (Appendix 2) are summarised below.

- As the lead authority for the existing Regional Park, City of Edinburgh Council has participated fully in the informal consultation exercise leading up to the introduction of the Bill.
- Without a further detailed feasibility study and a proposed governance and operating model, the likely additional capital and revenue costs that might arise cannot be properly assessed at this time.
- Local authority budgets are currently under intense pressure and it is welcomed that this is recognised in the Financial Memorandum supporting the Bill.
- Additional funding and resources would be required from the Scottish Government for the initial feasibility work, the establishment, and the ongoing management of an extended Regional Park.

Measures of success

4.1 Written submission has been made to both the Pentland Hills Regional Park Boundary Bill Committee (Appendix 1) and to the Scottish Parliament's Finance Committee (Appendix 2).

Financial impact

5.1 It is not clear at this stage how the Council might be asked to contribute to an extended Regional Park. Any future request for funding would be given consideration against the prevailing position of significant budgetary pressures. It is considered that additional funding from the Scottish Government would be

required to establish and operate an extended Regional Park. There is no other direct financial impact at this time.

Risk, policy, compliance and governance impact

- 6.1 The existing Pentland Hills Regional Park is a statutory designation made under the Countryside (Scotland) Act 1981. Funding, governance and management services are provided according to a Joint Minute of Agreement between the City of Edinburgh Council, Midlothian Council and West Lothian Councils. Planning policy relating to the Regional Park is contained within local authority local plans. The work of the Regional Park is guided by the current Pentland Hills Regional Park Plan.
- 6.2 The contents of this report have no significant impact on risk, policy or governance of the existing Regional Park at this time. However, should the boundary be extended, new governance arrangements would need to be established through negotiation between all five local authorities involved. This would necessitate a fundamental review of the existing governance arrangements for the Regional Park.

Equalities impact

- 7.1 The contents and recommendations of this report do not detract from the delivery of the general public sector equality duties. The work of the existing Regional Park does not infringe upon the 10 areas of rights and makes a positive contribution to 'age' (facilities, information and resources are provided to help people of all ages learn about and enjoy the Regional Park) and 'disability' (access infrastructure and other amenities are designed to be accessible to people of all abilities). A similar approach should be adopted for the management of an extended Regional Park.

Sustainability impact

- 8.1 The Pentland Hills Regional Park supports sustainability objectives by: 1) providing a managed resource for non-motorised recreation and physical activity; 2) acting as a carbon sink through the protection and enhancement of woodland, wetland and moorland; 3) enhancing the biodiversity of Edinburgh and the Lothians; 4) protecting the landscape and environmental quality of the Pentland Hills; and 5) supporting sustainable economic development of the rural economy. An expanded Regional Park has the potential to extend these sustainability benefits over a wider area.

Consultation and engagement

- 9.1 The Pentland Hills Regional Park is governed by a Joint Committee comprising elected members from all three partner local authorities: the City of Edinburgh Council, Midlothian Council, and West Lothian Council.
- 9.2 The Regional Park is advised by a Consultative Forum comprising of a wide range of interests including: farmers and land owners; recreational users; community councils; wildlife interests; Friends and other voluntary groups; sporting interests; public agencies; and national governing bodies. The Forum acts as the primary consultative mechanism for Regional Park matters.
- 9.3 A detailed consultation on the proposed boundary extension was carried out by Christine Grahame MSP prior to the introduction of the Bill.
- 9.4 Consultation and engagement on Regional Park matters is largely devolved to the Joint Committee and Consultative Forum. Their expressed views have been taken into account when compiling the attached responses.

Background reading/external references

Further background information about the existing Regional Park is available at www.pentlandhills.org

Review of the Regional Park Boundary – Report to the Pentland Hills Regional Park Joint Committee 27 September 2013.

Proposal for a Bill to Extend the Pentland Hills Regional Park Boundary - Report to the Pentland Hills Regional Park Joint Committee 28 March 2014.

'Proposal for a Bill to extend the Pentland Hills Regional Park Boundary – consultation response' – Report to the Transport & Environment Committee, 3 June 2014

Proposal for a Bill to Extend the Pentland Hills Regional Park Boundary - Report to the Pentland Hills Regional Park Joint Committee 24 October 2014

A Proposal for a Bill to extend the Boundary of the Pentland Hills Regional Park - http://www.scottish.parliament.uk/S4_MembersBills/Final_PHRP_Consultation.pdf

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Links

Coalition pledges [P42](#), [P45](#), [P48](#)

Council outcomes [CO5](#), [CO10](#), [CO15](#), [CO17](#), [CO18](#), [CO19](#), [C021](#), [C022](#)

Single Outcome Agreement [SO2](#), [SO3](#), [SO4](#)

Appendices

Appendix 1: Written Submission in Support of Oral Evidence to the Pentland Hills Regional Park Boundary Bill Committee

Appendix 2: Written evidence to the Scottish Parliament's Finance Committee.

Appendix 3: Response to in 'A proposal for a Bill to extend the boundary of the Pentland Hills Regional Park'

Appendix 1

Written Submission in Support of Oral Evidence to the Pentland Hills Regional Park Boundary Bill Committee

The City of Edinburgh Council

Pentland Hills Regional Park Boundary Bill

Written Submission in Support of Oral Evidence to the Pentland Hills Regional Park Boundary Bill Committee

1. The City of Edinburgh Council (CEC) welcomes the opportunity to provide evidence to the Pentland Hills Regional Park Boundary Bill Committee.
2. CEC is the lead authority for the existing Pentland Hills Regional Park and co-ordinates the management of the park on behalf of the three existing local authority partners: CEC; Midlothian Council; and West Lothian Council. The comments which follow are provided from the perspective of CEC only and do not necessarily represent the view of other partners.
3. Comments are set out under the questions asked in the previous call for written evidence .

Q1 What would be the benefits and disadvantages for you as a consequence of the boundary being extended?

4. The potential benefits of a boundary extension to CEC are:
 - recognition of the entire Pentland Hills range as an important part of the landscape setting for Edinburgh;
 - enhancement of recreational opportunities at a local and regional level; and
 - integration of recreation with primary land uses across a wider area.
5. As the lead authority for the existing Regional Park, CEC already has an interest in the management of the Pentland Hills beyond its local authority boundary. This is because it is agreed by all the partners involved that a holistic approach to management of the park is beneficial. This interest does not currently extend to the parts of West Lothian, South Lanarkshire and Borders that are indicated in the proposed extension. However CEC recognises that expansion of the Regional Park would be consistent with the current aims of the park, and could potentially provide opportunities for people from Edinburgh to have improved access to a wider area for recreation.

6. The main disadvantage for CEC is that extension presents a risk of dilution of resources available to provide visitor management services in the areas closest to Edinburgh and the Lothians.
7. The degree to which a boundary extension presents benefits or disadvantages may largely depend on the funding, governance and operational arrangements established to support a larger Regional Park.

Q2 Where will the funding required by local authorities to support the extension of the boundary be found?

8. Expansion of the Regional Park into the southern part of the hill range will necessarily bring with it demand for capital investment in car parking, signage, path surfacing and other visitor facilities. There will also be a requirement for ongoing revenue funding in order to allow the park to be serviced and maintained.
9. Whilst it is possible to imagine that a variety of funding sources could be engaged in order to achieve capital works on the ground, it is unclear where revenue funding might come from, other than from the local authorities. The pressure on the Council's revenue budgets is intense and likely to intensify further. It is not clear how CEC might be asked to contribute to services in an expanded Regional Park.
10. In advance of further detailed feasibility work identifying proposed funding, governance and operational arrangements and proposed levels of service, it is difficult at this stage to assess the level of funding that might be requested from CEC and to identify if, and from where such funding might be found. CEC is of the view that additional funding would be required from the Scottish Government for both a detailed feasibility study and for the ongoing operational management of an extended Regional Park. Without such funding being in place, CEC would be unable to support the Bill.

Q3 Would existing governance arrangements need to change to support the boundary extension; if so, in what way?

11. The existing governance arrangements are specific to the existing Regional Park and are based on a Joint Minute of Agreement (MOA) between the existing local authority partners. The MOA establishes the decision making, consultative and funding arrangements for the existing park and does not provide a basis for current partners to operate beyond the existing boundary. New governance arrangements would be required.
12. Researching, evaluating and negotiating a new governance structure for an extended regional park will require a significant amount of work. It would be important that this work is adequately resourced either as part of further feasibility studies, or later in the event of the extension going ahead as proposed

in the Bill. CEC would currently be unable to fund or resource this work acting in its capacity as lead authority for existing Regional Park.

Q4 What are your views on where the boundary should be located?

13. CEC does not have a strong view. It should be determined in partnership with South Lanarkshire Council and Scottish Borders Council and their local stakeholders. In the absence of such an exercise taking place, the proposed default to a southern boundary, aligning with the 'A' road network would appear to be a reasonable initial position.

Q5 Are there any equalities issues arising from the proposed Bill.

14. CEC does not currently foresee any significant equalities impact arising from the Bill. However, it may be important to recognise that the Pentland Hills is a landscape within which people work and live. While recreation can provide economic opportunities, it is important that the Regional Park is able to assist with proactive visitor management and conflict resolution where required. If recreational enjoyment of a larger area of the Pentland Hills is to be actively promoted, then it will be important that an appropriate level of management resource is provided to minimise adverse impacts on land management activities.

Further General Comments

15. In principle, CEC supports the idea of extending the Regional Park to include the entire hill range.
16. It is not clear at this stage however, whether there is a reasonable likelihood that appropriate funding, governance and operational arrangements could be negotiated between the five local authority partners involved. It is difficult therefore to assess both the future resource requirements from CEC and the likelihood of an extended regional park being successful in practice. Given that CEC is currently under severe budgetary pressure it is unlikely that CEC would be able to provide additional resource for an extended regional park.
17. CEC supports the concept of Regional Parks, and since its designation in 1987, the existing Pentland Hills Regional Park has demonstrated the benefits of active management in providing opportunities for responsible public enjoyment of the hills. Boundary extension could extend these benefits over a wider area, but only if visitor management services are properly resourced in the medium to longer term.
18. Further detailed assessment of funding, governance and operational arrangements is required in advance of a boundary extension. This represents a significant piece of work which CEC is not in a position to undertake at this time.

19. In summary, while there are potential benefits of an extension, CEC considers that additional funding from the Scottish Government is essential for the establishment and ongoing operation of an extended Regional Park. Without this being in place, CEC would be unable to support the Bill.

END

Appendix 2

Written Evidence to the Scottish Parliament's Finance Committee

The City of Edinburgh Council

Pentland Hills Regional Park Boundary Bill

Written Evidence to the Scottish Parliament's Finance Committee

1. The City of Edinburgh Council (CEC) welcomes the opportunity to respond to the call for evidence in relation to the financial implications of the Pentland Hills Regional Park Boundary Bill. Responses to the questions asked are set out below.

Q1 Did you take part in any consultation exercise preceding the Bill and if so, did you comment on the financial assumptions made?

2. In its capacity as the lead authority for the existing Pentland Hills Regional Park (PHRP), the City of Edinburgh Council administers both the PHRP Joint Committee and the PHRP Consultative Forum. During the lead up to the introduction of the Bill, Christine Graham MSP addressed both the Joint Committee and the Consultative Forum on several occasions. CEC participated in the discussions arising along with other existing local authority partners and stakeholders.
3. CEC submitted a written response to the 12 week consultation on the draft proposal held between the 26th February and 23rd May 2014.
4. CEC was represented at a meeting hosted by Christine Grahame MSP on 12th December 2014 to further engage with stakeholders about matters relating to funding and governance.
5. In responding to the financial implications of the proposed Bill, CEC commented in response to the 12 week consultation exercise. These comments can be summarised as:
 - Expansion will bring demand for capital investment in paths and related visitor facilities.
 - There will be a requirement for revenue funding to service and maintain the park.
 - There may be sources of funding for capital works but it is unclear where revenue funding might come from if not from local authorities.
 - There is intense pressure on CEC's revenue budgets and this is likely to intensify further.
 - It is not clear from the proposal how CEC might be asked to contribute to services in an expanded Regional Park.

- CEC would give due consideration to any funding request in the context outlined above.
- A feasibility study should be carried out and be funded by Scottish Natural Heritage or the Scottish Government to explore the main issues further.

Q2 If applicable, do you believe your comments on the financial assumptions have been accurately reflected in the FM?

6. Without further detailed feasibility study and proposed operating model, it is difficult to assess with confidence the additional capital and revenue costs that might arise. While there may be a 'do nothing' option whereby the boundary would be extended without the provision of additional services, visitors and land managers are likely to have a reasonable expectation that Regional Park designation is supported with additional services. Based on the approach taken within the existing Regional Park, as a minimum these services are likely to include:
 - Provision, management and maintenance of access points (including car parks and visitor centres where appropriate).
 - Way marking, signage and interpretation.
 - Maintenance and improvements to paths.
 - Staff input for advising visitors, liaising with land managers and delivering projects.
7. It is recognised that to some extent, elements of these services are already being provided by local authorities in the area covered by the proposed extension. However, it is not clear at this stage how these might integrate with an overall co-ordinated approach to the management of a larger Regional Park. While the Financial Memorandum (FM) does set out some indicative initial and ongoing costs, in the absence of a detailed proposed operating model which sets out the intended level of service, these may only be regarded as speculative and the position remains that it is difficult for CEC to assess the likely financial impact of the proposal.
8. It is welcomed that the FM acknowledges the financial pressures on local authorities at this time.
9. As set out in the earlier consultation response, CEC would consider requests for funding within the context of overall funding pressures, but would need to do so on the basis of initial feasibility work setting out a proposed operating and funding model linked to a proposed level of service for an expanded Regional Park. It is considered therefore that the FM does not fully reflect CEC's earlier comments in relation to the requirement for such work.

Q3 Did you have sufficient time to contribute to the consultation exercise

10. Yes

Q4 If the Bill has any financial implications for your organisation, do you believe that they have been accurately reflected in the FM ?

11. With reference to paragraphs 6-9 above, in the absence of a detailed funding and operating proposal for a larger Regional Park, it is difficult for CEC to accurately assess the financial implications at this stage.

Q5 Do you consider that the estimated costs and savings set out in the FM are reasonable and accurate?

One-Off Costs

12. The estimated one off cost of £20,000 in relation to preparation of an alternative boundary appears to be a reasonable estimate. However CEC as the lead authority for the existing Regional Park would be unable to undertake or fund this work alone. Should it be considered necessary to define an alternative boundary, the management and funding of such an exercise would need to be agreed between local authority partners.
13. The estimated one-off costs of updating and providing information and promotional material are considered to be lower than might be anticipated in practice. The following would need to be redesigned and replaced: website content as required; car park and access point information boards and interpretative panels; the visitor guide; and leaflets for walking, cycling, horse riding and access by public transport. A realistic estimated cost for redesign and replacement of existing materials is circa £15,000. In addition to this would be costs associated with providing additional materials to cover the extended area of the Regional Park. This is difficult to assess in advance of further detailed planning of the likely requirements.
14. In advance of further detailed planning and assessment it is not possible at this stage to estimate accurately the likely costs of additional parking provision. The number of access points, their current usage and any known issues (such as inconsiderate parking at more popular access points) would need to be assessed across the extended area as a whole. The scope for improving access points will depend on a range of factors including land ownership, physical layout and likely demand. It is not considered that as set out in the FM, one small additional car park would be a reasonable assessment of the likely requirement at this time. Again further detailed work would be needed to provide a reasonably accurate assessment.

Overall running costs

15. The additional staff resource required to operate an expanded Regional Park would depend largely on the funding, governance and operational arrangements agreed between the five local authority partners. It is the case however that the existing staff resource available to manage the exiting Regional Park could not cover a larger area without an unacceptable reduction in service within the existing area. Additional staff resource would need to be provided. The number and roles of these staff, and the structure within which they operate would need further detailed planning and negotiation between local authority partners and as such are difficult to estimate at this stage.
16. Managing the paths and access infrastructure is a key role for a Regional Park and it is a reasonable expectation that there would an incremental improvement in the quality and maintenance of paths across an expanded park as a whole. Revenue budgets for path maintenance are limited and like all local authority budgets are under pressure and this is likely to continue. New ways of delivering path improvements may have to be found. CEC, along with existing local authority partners is assessing the scope to work with existing local and specialist trusts to deliver new investment in the paths system within the existing PHRP. Such work may involve elements of volunteering and training in support of ongoing path maintenance. If successful, this approach might be rolled out to cover the wider Pentland Hills range.

Q6 If applicable, are you content that your organisation can meet any financial costs that it might incur as a result of the Bill? If not, how do you think these costs should be met?

17. At this time, CEC is unable to commit additional budget to meet one-off or additional ongoing costs arising from the Bill. CEC would however engage positively in future discussions about funding, governance and operational arrangements for an expanded Regional Park and consider requests for funding within the prevailing budgetary context. CEC is not content at this stage however that it could necessarily meet the financial costs arising from the Bill. Further detailed feasibility work including negotiation of acceptable funding and governance models would assist with assessing the likely costs and whether these are likely to be met.
18. CEC is of the view that additional funding is required from the Scottish Government for both a detailed feasibility study and for the ongoing operational management of an extended Regional Park. Without such funding being in place, CEC would be unable to support the Bill.

Q7 Does the FM accurately reflect the margins of uncertainty associated with the Bill's estimated costs and with the timescales over which they would be expected to arise.

19. The likely costs depend largely on the aims, objectives and aspirations of an extended Regional Park. They depend also on the governance and operating model adopted. It is considered that in the absence of detailed feasibility and preparatory work in advance, that there remains significant uncertainty about the estimated costs and associated timescales.

Q8 Do you believe that the FM reasonably captures any costs associated with the Bill? If not, what other costs might be incurred and by whom?

20. The FM does not fully account for the senior officer input and associated administrative tasks that will be required to discuss, negotiate and ultimately agree a new funding, governance and operational regime for an expanded Regional Park. This could be significant. CEC as the lead authority for the existing Regional Park will not be a position to meet these costs alone.

Q9 Do you believe that there may be future costs associated with the Bill, for example through subordinate legislation? If so, is it possible to quantify these costs?

21. The future costs are to some extent discretionary in the sense that there will be no duty of local authorities to provide additional services with an extended boundary. However it is reasonable to expect that an extended park boundary will be supported by additional service. The extent of these additional costs cannot be accurately assessed in advance of further detailed preliminary work.

End

Appendix 3:

Consultation Response to 'A proposal for a Bill to extend the boundary of the Pentland Hills Regional Park' (Ratified by Committee on 3rd June 2014).

	Proposed CEC response
<p>1. Do you support the aim of the proposed Bill to extend the boundary to include the entire Pentland Hills range?</p> <p>Please indicate “yes/no/undecided” and explain the reasons for your response.</p>	<p>Yes, in principle, and conditionally. CEC recognises the importance of the Pentland Hills as part of the capital skyline and as an ingredient in the essential landscape character and setting for Edinburgh, as a recreational opportunity for its citizens to engage in healthy outdoor pursuits, and as a reservoir of biodiversity. The Regional Park has successfully promoted these valuable qualities whilst mediating between the primary land-uses of the hills – farming, water catchments and military training – and other uses.</p> <p>As lead authority for the Regional Park, CEC has an interest in the management of the Pentland Hills beyond its authority boundary, because it is agreed by all the partners involved that a holistic approach to management of the park is beneficial. Whilst currently this interest does not extend to the parts of West Lothian, South Lanarkshire and Borders that are indicated in the proposed expansion plans, CEC recognises that expansion of the Regional Park to cover the whole Pentland Hills range would be consistent with the current aims of the park, and could potentially provide opportunities for Edinburgh people to have access to a wider area for recreation.</p> <p>However it must be recognised at the outset that CEC is under severe budgetary pressure, and whilst expansion of the Regional Park might be a desirable medium to long-term ambition, in the short term any request for additional funding would require to be considered in the</p>

	<p>context of the Council's service priorities, and it is unlikely that substantial additional funding could be made available in the immediate future.</p>
<p>2. Where should the southernmost boundary be located? Please explain the reasons for your response.</p>	<p>CEC does not have a strong view. CEC's view is that this should be determined in partnership with South Lanarkshire Council and Scottish Borders Council and their local stakeholders.</p>
<p>3. Should the western boundary be expanded to include the area around Balerno? Please explain the reasons for your answer.</p>	<p>In considering extension to the Currie-Balerno ridge, there are a number of issues to consider from both the operational point of view and that of planning policy. It is currently proposed in Edinburgh's Local Development Plan that the Special Landscape Area designation be extended to cover the lower slopes of the Pentland Hills, currently outside the Regional Park boundary, which would give this land further protection. From the recreational point of view, bringing the Water of Leith valley into the Regional Park might provide gains in terms of accessibility, both for local communities and for the wider Edinburgh population using the Water of Leith corridor as a green transport route in and out of the city. However, it is possible for these gains to be made without Regional Park designation, were resources to become available. Similarly, enhanced protection for the landscape can be achieved via planning policy, irrespective of whether it has been included within the Regional Park or not.</p> <p>It seems unlikely that incorporation of a major settlement into the Regional Park, such as Balerno, would be either feasible or desirable, and it is likely that some landowners may wish to resist extension over their greenfield land. The statutory framework for the Regional Park</p>

	<p>was not created with the substantial settlements in mind, and it is not obvious at this stage what the benefits of including Balerno within the boundary would be.</p>
<p>4. Do you agree that legislation is a necessary and appropriate means of addressing the issues identified?</p>	<p>The Bill would be a proper and appropriate way to examine the issues surrounding the expansion proposal and their implications.</p>
<p>5. What (if any) would be the main practical advantages of the legislation proposed? What (if any) would be the disadvantages?</p>	<p>The advantages from CEC's point of view are that a bill would provide the statutory process which is required for the proposal to be implemented, and once enacted this would give the respective Councils a clear basis on which to proceed.</p>
<p>6. What is your assessment of the likely financial/resource implications (if any) of the proposed Bill to you or your organization? What (if any) other significant financial implications are likely to arise?</p>	<p>Expansion of the Regional Park into the southern part of the range will necessarily bring with it demand for capital investment in car parking, signage, path surfacing and perhaps other visitor facilities. There will also be a requirement for revenue funding in order to allow the park to be serviced and maintained.</p> <p>Whilst it is possible to imagine that a variety of funding sources could be engaged in order to achieve capital works on the ground, it is unclear where revenue funding might come from, other than from the local authorities. CEC can only speak for itself, but the pressure on the Council's revenue budgets is intense and likely to intensify further. It is not clear from the proposal how CEC might be asked to contribute to services in an expanded Regional Park, but any funding request would be given due consideration in the context outlined above.</p>
<p>7. Is the proposed Bill likely to have any substantial positive or negative implications for equality? If it is likely to have a substantial negative implication,</p>	<p>CEC does not currently foresee any significant equalities impact insofar as the proposal is</p>

how might this be minimised or avoided?	described.
8. Do you have any other comments on or suggestions relevant to the proposal?	<p>Whilst noting that expansion of the Regional Park within its own authority area is unlikely to be an early priority, CEC looks forward to further dialogue on the expansion proposals in due course. In order to advance the proposal beyond the concept stage a feasibility study needs to be carried out to explore the main issues further. CEC would currently be unable to fund this study, and notes that the Regional Park Joint Committee has already called for such a study to be funded by Scottish Natural Heritage or the Scottish Government.</p>

Transport and Environment Committee

10.00am, Tuesday, 27 October 2015

Public Utility Company Performance 2015/16 Quarter 1 (April, May and June 2015)

Item number	7.4
Report number	
Executive	
Wards	All

Executive summary

This report summarises the performance of Public Utility Companies (PUs) during the period April 2015 to June 2015 (Quarter 1), for the 2015/16 financial year.

The report comments on the performance and progress of the Roadwork Support Team (RST) including the additional Inspectors, employed on a temporary basis, to allow the Council to inspect 100% of PU reinstatements.

The report also details the proposals for managing PU performance in 2015/16.

Coalition pledges	P28 and P33
Council outcomes	CO19 and CO26
Single Outcome Agreement	SO4

Public Utility Company Performance 2015/16 Quarter 1 (April, May and June 2015)

Recommendations

- 1.1 It is recommended that the Transport and Environment Committee notes the report and performance information shown in Appendix A, including the arrangements for securing an improved level of performance from all Public Utilities.

Background

- 2.1 The New Roads and Street Works Act 1991, as amended by the Transport (Scotland) Act 2005, gives statutory undertakers or Public Utilities (companies and private utility providers) responsibility for signing, lighting and guarding road works. The legislation also requires the road to be reinstated to prescribed standards upon completion of works.
- 2.2 The Transport and Environment Committee, at its meeting on 15 January 2013, agreed to receive quarterly Public Utility (PU) Performance Reports and instructed the Head of Transport to enhance the scrutiny and monitoring of all road works. The Committee also agreed to instruct the Head of Transport to take the lead in developing a revived Edinburgh Road Works Ahead Agreement (ERWAA).
- 2.3 This report provides an update on developments that have occurred during the year April 2015 to June 2015.

Main report

Performance

- 3.1 The performance of each PU is monitored daily by the Roadworks Support Team (RST), with reports compiled on a monthly and quarterly basis. The result of this monitoring is discussed at bi-monthly liaison meetings held with each PU, on a one to one basis.
- 3.2 Where a PU fails to meet the specified performance standards, as defined in the appropriate Code of Practice, the following staged procedure should be used:
 - The Roadworks Authority issues a Notice of Failure to Achieve Performance (NFAP) and is seen as the first stage of action in improving performance.

- The undertaker responds with an Improvement Plan – Stage 1.
- 3.3 In the event that the PU does not achieve the required level of improvement, then:
- the roadworks authority issues an Improvement Notice (IN); and
 - the PU responds with an Improvement Plan – Stage 2.
- 3.4 Within five days of receiving the NFAP, the PU must verify and analyse the defect data (gathered from inspections, performance information), to establish appropriate improvement objectives. It should then prepare an outline Improvement Plan designed to achieve the objectives and forward this to the roadworks authority.
- 3.5 Following implementation of the Improvement Plan, if it becomes clear after three months that no practical improvement is being achieved, other measures may need to be considered such as:
- escalation of the Improvement Plan monitoring to achieve a step change in performance;
 - involvement of a more senior level of management within both the PU and the Roads Authority; and
 - following an appropriate grievance and dispute process, civil and/or criminal remedies;
- 3.6 Where improvements are not achieved following a Stage 2 plan, a report, containing all relevant evidence of the PUs failure to comply with its duties under the New Roads and Street Works Act, will be submitted to the Office of the Scottish Road Works Commissioner for information.

Inspections

- 3.7 The New Roads and Street Works Act 1991, as amended by the Transport (Scotland) Act 2005, makes PUs wholly responsible for the management of their road works. Councils, as Roads Authorities, are responsible for monitoring the performance of the PUs and are empowered to charge them for a number of sample inspections carried out to monitor the performance. The sample size that is currently chargeable is 30% of the total annual number of reinstatements. Other inspections, carried out routinely by the Roads Authority, or in response to reports from the police or members of the public, may also be carried out. The cost of these inspections falls to the Council unless a defect is found.
- 3.8 The two areas that are inspected and monitored closely are PU reinstatements and PU defective apparatus (manholes, toby covers, valve and inspection/ access covers).
- 3.9 Target inspections are the other inspections carried out, excluding Sample Inspections. They involve the Council investigating all other reinstatements, new reinstatements or those still within their two year guarantee period.

- 3.10 The total number of all inspections carried out in Quarter 1 was 8,810, as shown in Graph 3.10A. The numbers carried out in each month of Quarter 1 is shown in Graph 3.10B. The number of inspections carried out in Quarter 1 has increased from the number carried out in the same period in 2014/15. This is a direct result of the staff recruitment within the inspection team. Following a recruitment exercise three new Inspectors were in post by April 2015.
- 3.11 The average pass rate for reinstatements inspected was 79.5%, against a target of 90%, as shown in Table 3.11. This is a 7.5% reduction in the pass rate of 87.0% at the end of 2014/15.

Sample Inspections

- 3.12 The total number of sample inspections carried out in Quarter 1, was 669. The breakdown between each inspection type is shown in Table 3.12.
- 3.13 The percentage pass rate for each PU at the end of Quarter 1, is shown in Table 3.13 and Graph 3.13. The target pass rate for all PUs is 90%.

Target Inspections

- 3.14 The cumulative number of target inspections carried out in Quarter 1, was 2,453. The breakdown between each inspection type is shown in Table 3.12.
- 3.15 The number of inspections carried out in Quarter 1 shows an increase, when compared to the number carried out in the same period in 2014/15, as shown in Graph 3.15.

Utility Defective Apparatus

- 3.16 The total number of outstanding defective apparatus at the end of Quarter 1 was 460. A breakdown for each PU is shown in Table 3.16. There was a reduction in the number of outstanding defective apparatus of 31.6% when compared to the end of 2014/15.
- 3.17 The PU with the largest number of defective apparatus continues to be Scottish Water, with 333 items as shown in Graph 3.17. Scottish Water has improved by 27.9% since March 2015 and 36.1% when compared to June 2014. An improvement is still required however, and there are plans contained in their Stage 2 Improvement Plan to remedy the numbers outstanding.
- 3.18 When comparing the outstanding numbers in June, Scottish Water and SGN showed an increase in the number of outstanding defective apparatus. Virgin Media showed a monthly increase in defects from April to June. Only Openreach and Scottish Power showed a reduction in the number of defects in each month of the first quarter. A comparison to the end of the previous four years is shown in Table 3.18.

Utility Defective Reinstatements

3.19 Every PU, with the exception of Virgin Media, has seen an increase in the number of outstanding defects from May to June in the first quarter. A breakdown for each PU is shown in Table 3.19 and Graph 3.19. At the end of Quarter 1, the total number of outstanding defective reinstatements in Edinburgh was 1024. Scottish Water continues to be the PU with the largest number of defective reinstatements. These defects are discussed at the bi-monthly liaison meetings and proposals to remedy the backlog are included in their Stage 2 Improvement Plans.

Registration and Fixed Penalty Notices (FPNs)

- 3.20 All road works on public roads must be registered on the Scottish Road Works Register (SRWR).
- 3.21 PUs are required to record all information relating to the works they wish to undertake and works that are underway. Roads Authorities are also required to record all information on works they wish to carry out. Developers, and others wishing to occupy or carry out works on public roads, must first obtain consents (Road Occupation Permits) from the Roads Authority. The Roads Authority is then responsible for the registration of these works.
- 3.22 The comparison of Council's registration failures is shown in Graphs 3.22.
- 3.23 Failure to comply with the above requirements is an offence. PUs, and those working under Road Occupation Permits, that commit such an offence, can discharge their liability through the payment of a Fixed Penalty Notice (FPN). Currently the Penalty is £120, which is reduced to £80 if paid within 29 days. A breakdown of FPNs issued in Quarter 1 is shown in Graph 3.23.
- 3.24 The total number of FPNs accepted by PUs in Quarter 1 was 190. A further 95 FPNs were accepted by other agents in relation to Road Occupation Permits eg skips, scaffolding, etc.

The Edinburgh Road Works Ahead Agreement (ERWAA)

- 3.25 A report outlining the new working arrangements for the ERWAA was submitted to, and approved by, the Transport and Environment Committee on 18 March 2014.
- 3.26 Requests were sent to each PU on 21 July 2015 and 7 August 2015, asking them to confirm their agreement, or otherwise, to sign the ERWAA. At the time of writing, all but one PU has failed to respond. CityFibre have replied confirming that they are in favour of signing the agreement.

3.27 A recommendation was submitted to the last Committee to approve that the Transport Convenor writes to the Senior Executive of each PU (that has not replied) asking for their commitment to sign the agreement. Letters have been sent to each Chief Executive Officer of the Public Utility Companies as well as to the Commissioner's Office and responses are currently awaited.

Actions - Improvement Plans

3.28 Performance failure reports have been issued to the following PUs:

- Scottish Water
- SGN
- Scottish Power
- Openreach
- Virgin Media.

3.29 Meetings have been held throughout Quarter 1 with all Utilities to discuss their performance. The five main Utilities were served with a Notice of Failure to Achieve Performance in November 2014. Each PU returned a Stage 1 Improvement Plan, which contained their proposals for improving performance and to rectify existing defects.

3.30 The Stage 1 Improvement Plans received did not contain sufficient detail, to assure the Council that adequate measures would be taken to address their poor performance. Several meetings took place between PUs and the Roadwork Support Team, where the PUs were asked to modify their proposals. Following this, Stage 1 plans were implemented.

3.31 With the number of outstanding defective reinstatements failing to reduce in line with each PUs Stage 1 Improvement Plan, the Council required each PU to provide details of how the numbers of outstanding defective reinstatement was going to be reduced.

3.32 Following a lack of satisfactory improvement at the end of the Stage 1 12 week monitoring period the PUs were served with a Stage 2 Improvement Notice on 8 June 2015.

3.33 Stage 2 Improvement Plans have been received and have been approved by RST Officers. Each Stage 2 Improvement Plan details how each PU will address and implement changes to their operations to generate improvement in performance. The plans have been discussed in detail with Officers from the RST. The Improvement Plans will now be implemented and the effectiveness monitored throughout the 12 week monitoring period.

Proposals for the coming year

3.34 Following the approval of their Stage 2 Improvement Plan submissions the performance of each PU will be measured at the end of a 12 week period commencing on 1 August.

- 3.35 To measure the effectiveness of the Improvement Plans, it is proposed to carry out 100% of inspections (Category A and B) of the work carried out during the 12 week period. The outcome of this monitoring will be reported to this Committee as part of the Quarter 3 report.
- 3.36 It is anticipated that improvements will be made to the poor performance by each of the PUs. Should any PU fail to deliver the required level of improvement it will then be necessary to submit a report to the Office of the Scottish Road Works Commissioner, as detailed in paragraph 3.6.

Performance Monitoring

- 3.37 The figures and graphs referred to throughout this report are shown in Appendix A.

Measures of success

- 4.1 Improved performance in the key areas reported will be measured by greater public satisfaction with:
- the planning, co-ordination and delivery of road works across the city;
 - the quality of information supplied to people who live in, work in or visit Edinburgh; and
 - the quality and longevity of PU reinstatements.
- 4.2 Public satisfaction is being measured by contacting residents in areas where a PU has completed a major scheme of work. Customer Satisfaction cards have been issued to residents in a sample of locations. The results of customer feedback are shown in Graph 4.2.

Financial impact

- 5.1 The revenue streams associated with sample and repeat inspections of failed PU reinstatements exceeded the budget of £74,348 for Quarter 1. The total revenue from the charges levied for these activities was £105,554.
- 5.2 The cost of employing the additional Inspectors, is currently fully offset by the projected revenue received from the compliance inspections.

Risk, policy, compliance and governance impact

- 6.1 There is a risk that the condition of the road network could deteriorate if the 100% inspection of PU reinstatements is not maintained. If 100% inspections are not undertaken, there is a risk that defects would not be found and responsibility for their repair would fall to the Council.

- 6.2 Where the Council has made significant investment in road improvements, there is a risk that the road network may deteriorate, following reinstatements that have not been carried out to the agreed standards.
- 6.3 There is a risk of reduced revenue, if the number of inspections is less than that estimated at the beginning of the year.
- 6.4 There is a risk of lack of improvement by poorer performing PUs. This is currently being addressed by the use of formal Improvement Plans, as specified in Code of Practice for Co-ordination of Works in Roads.

Equalities impact

- 7.1 There are no equalities impacts arising from this report.

Sustainability impact

- 8.1 There are no sustainability impacts arising from this report.

Consultation and engagement

- 9.1 Individual Liaison meetings are held every two months with representatives from all of the major PUs. Specific performance issues and improvement requirements are discussed at these meetings.
- 9.2 Throughout the year the Council was represented at all relevant Committees, as required within the Code of Practice for the Co-ordination of Works in Roads. These meetings are detailed below:
- **The Roads and Utilities Committee Scotland (RAUCS)** where all Roads Authorities and PUs are represented together with representatives from Transport Scotland and the office of the Scottish Road Works Commissioner.
 - **The South East of Scotland Roads and Utilities Committee (SERAUC)** where representatives from the City of Edinburgh, Midlothian, East Lothian, West Lothian and Scottish Borders Councils attend, together with representatives from all PUs.
 - **The Local Roads and Utilities Committee (LRAUC)** is also known as the Local Co-ordination meeting. This includes representatives from every function and service within Services for Communities that have an involvement in roadworks or road occupation eg Lothian Buses, every Utility, Edintravel and the Tram Team.

Background reading/external references

[Quality of Utility Company Reinstatements – Item 5.16, Transport and Environment Committee, 18 June 2012.](#)

[Code of Practice for Inspections”, 3rd edition, approved by the Roads Authority and Utility Committee Scotland, November 2012.](#)

[Code of Practice for the Co-ordination of Works in Roads, version 1.0, April 2013.](#)

John Bury

Acting Director of Services for Communities

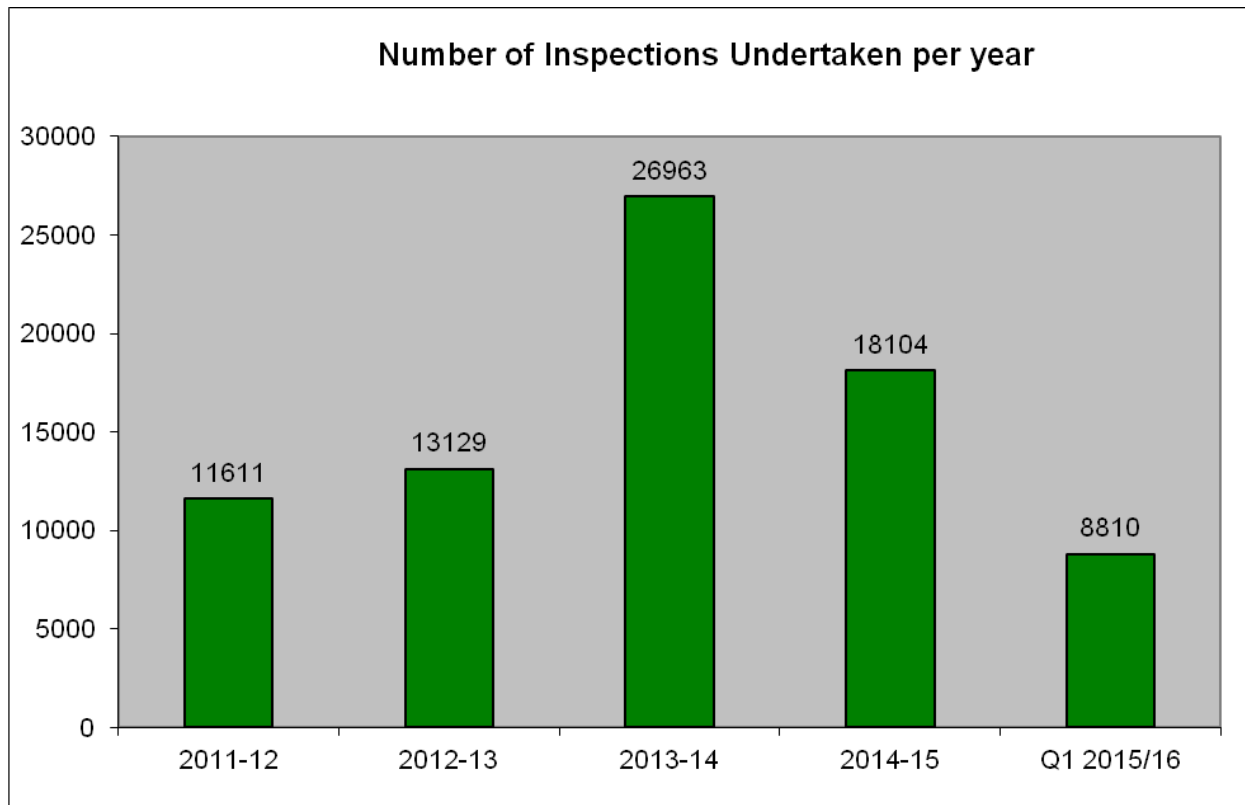
Contact: Stuart Harding, Performance Manager

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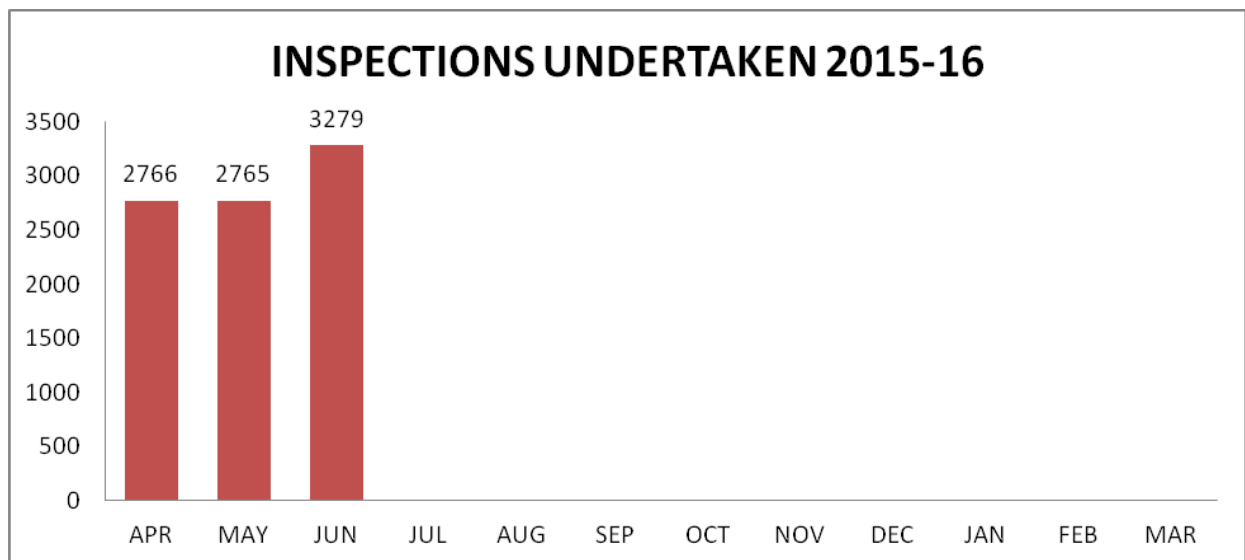
Links

Coalition pledges	P28 - Further strengthen links with the business community by developing and implementing strategies to promote and protect the economic well being of the city. P33 - Strengthen Neighbourhood Partnerships and further involve local people in decisions on how Council resources are used.
Council outcomes	CO19 - Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm. CO26 - The Council engages with stakeholders and works in partnership to improve services and deliver on agreed objectives.
Single Outcome Agreement	SO4 - Edinburgh’s communities are safer and have improved physical and social fabric.
Appendices	Appendix A - Utility Company Performance Information 2014/15

Graph 3.10A



Graph 3.10B



In Quarter 1 there were 8,810 inspections carried out. It is estimated that the target of 20,000 inspections will be exceeded this year.

Table 3.11
Average pass rate for ALL PUs

	No of Failures	% Pass Rate
SAMPLE INSPECTIONS	150 / 669	77.6%
Category A	69 / 285	75.8%
Category B	49 / 193	74.6%
Category C	32 / 191	83.2%
TARGET INSPECTIONS	502 / 2453	79.6%
Category A	9 / 44	79.5%
Category B	341 / 1313	74.0%
Category C	152 / 1096	86.1%
DEFECTIVE REINSTATEMENTS	574 / 2793	79.5%

The target minimum pass rate for all PUs is 90%.

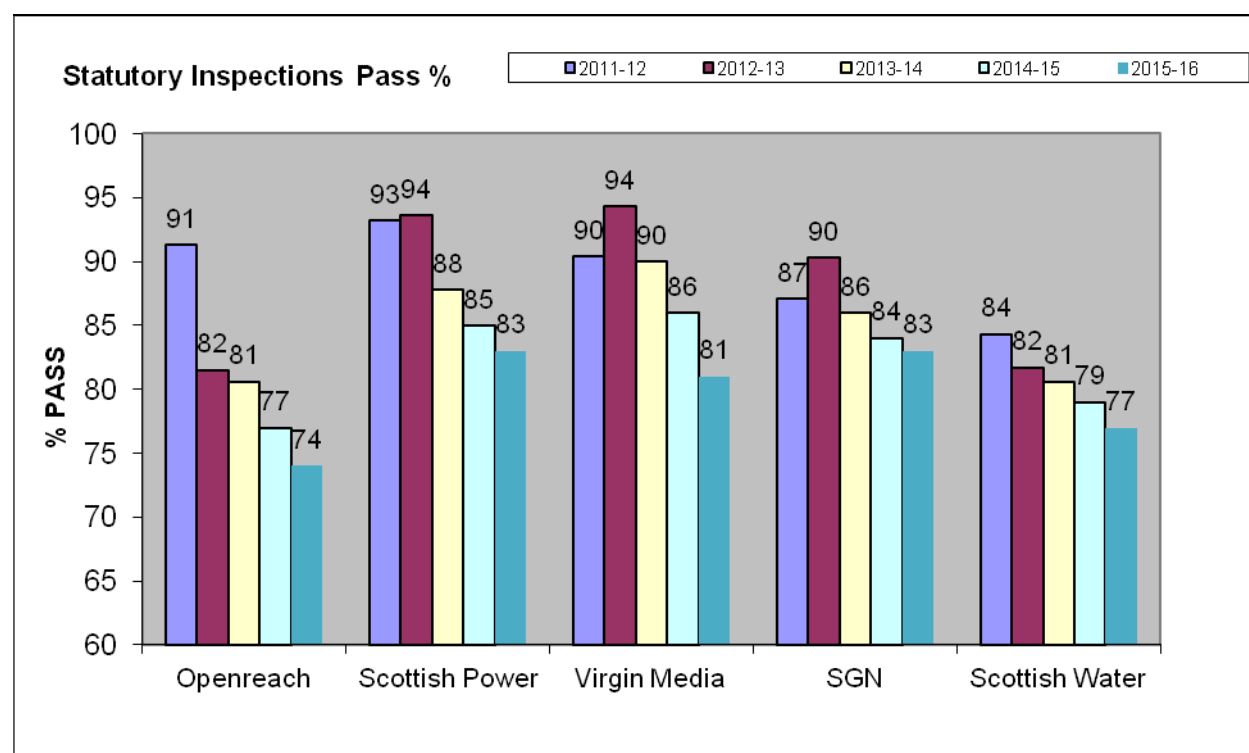
Table 3.12
Number of inspections for ALL PUs

TYPE	CATEGORY A	CATEGORY B	CATEGORY C	OTHER INSPECTIONS	TOTAL
	Inspections during the progress of the works.	Inspection within six months of the work being completed.	Inspection within three months of end of guarantee period.		
SAMPLE INSPECTION	285	193	191		669
TARGET INSPECTION	44	1313	1096		2453
DEFECTIVE APPARATUS	-	-	-	1143	1143
DEFECTIVE REINSTATEMENT	-	-	-	3379	3379
INSPECTIONS RELATED TO CORING	-	-	-	154	154
OTHERS	-	-	-	1012	1012
TOTAL	329	1506	1287	5688	8810

Table 3.13

The table below shows the average percentage pass rate for Sample Inspections for each PU over Quarter 1. The target minimum pass rate for all PUs is 90%.

	Openreach	Scottish Power	Virgin Media	SGN	Scottish Water
Pass Rate	74%	83%	81%	83%	77%

Graph 3.13

No PU achieved the target pass rate by the end of Q1 and the pass rate for all PUs was much lower than the previous three years. All PUs have shown a negative trend in their sample inspections since 2012/13. As a direct result of this performance, Stage 2 Improvement Notices were issued in June 2015 to all Utilities.

Graph 3.15

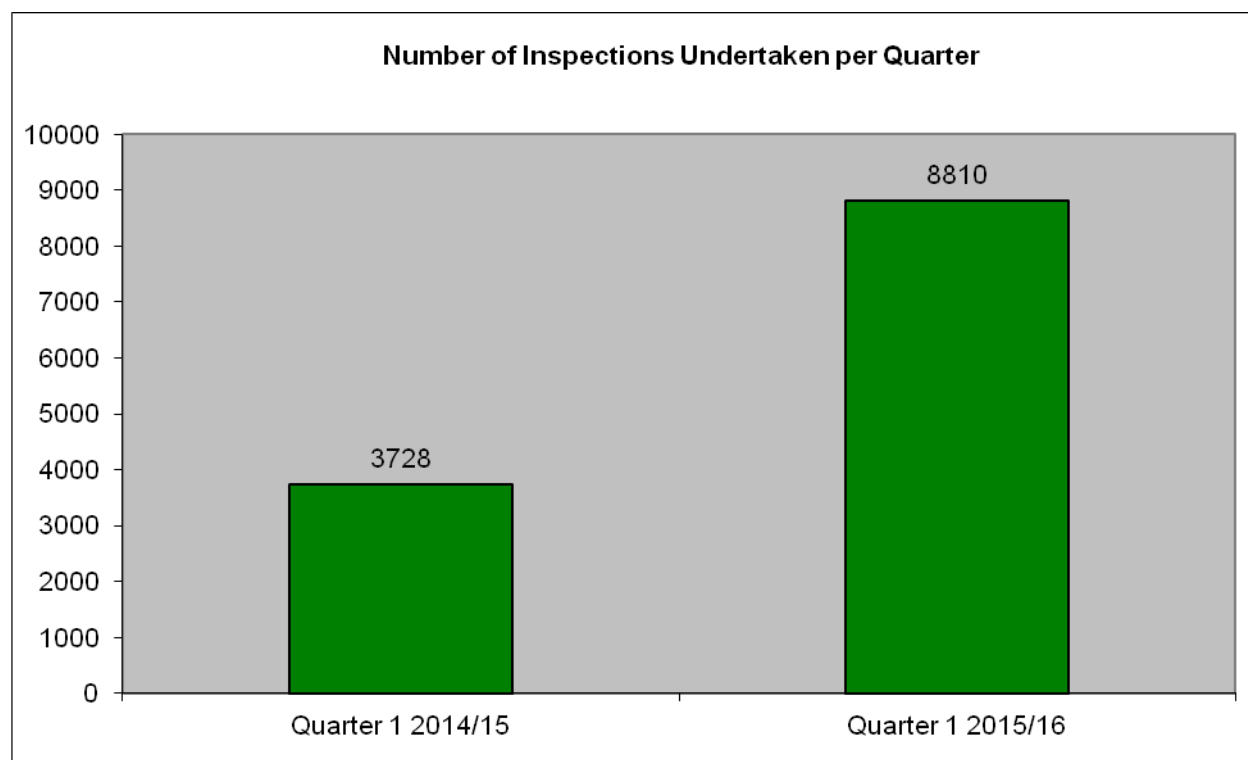
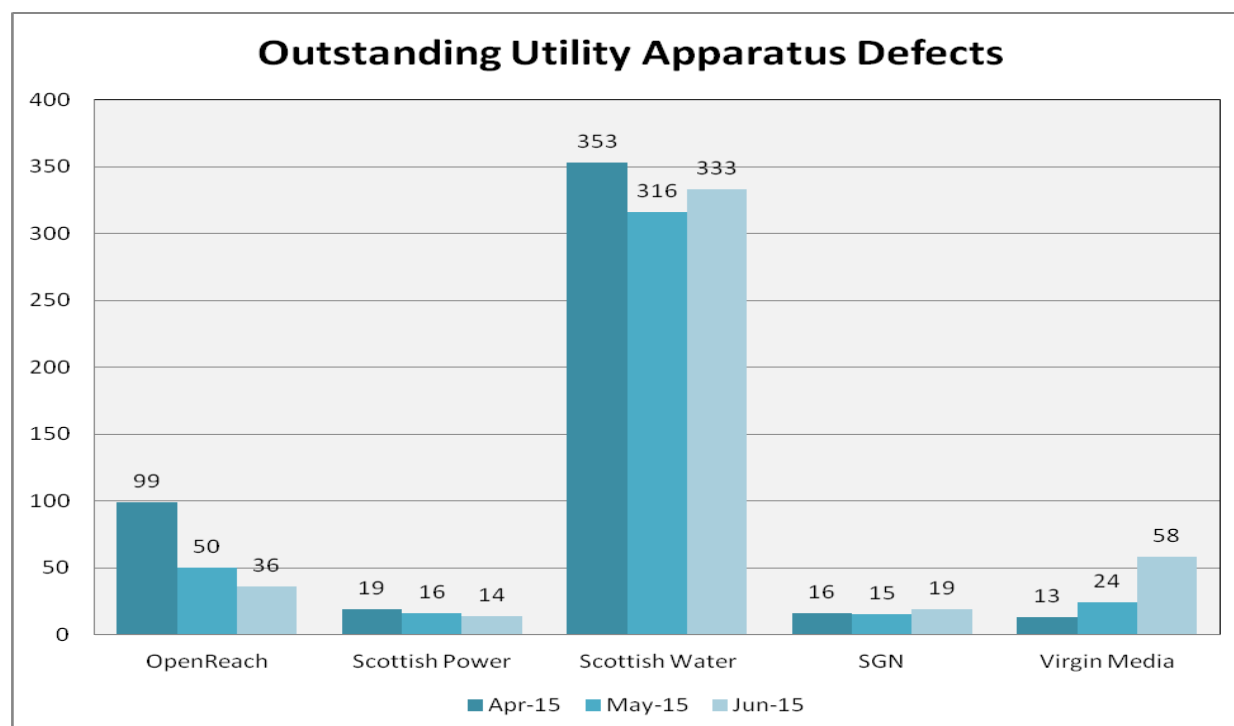


Table 3.16

The total number of outstanding Defective Apparatus for each of the past 4 Quarters is shown below.

Utility	Q2 (2014/15)	Q3 (2014/15)	Q4 (2014/15)	Q1 (2015/16)	Difference Q4 to Q1
SGN	13	23	21	19	-2 (-10%)
Scottish Water	556	685	462	333	-129 (-27.9%)
Openreach	97	135	144	36	-108 (-75%)
Scottish Power	17	26	26	14	-12 (-46.2%)
Virgin Media	26	32	20	58	38 (190%)
Totals	709	901	673	460	

Graph 3.17



The high number of outstanding defects for Scottish Water (333) is a long standing issue and this has been raised as a specific problem and included in the Stage 2 Improvement Plan. Openreach and Scottish Power have shown an improvement in performance in June in relation to the numbers of defective apparatus. Due to the increase in the number of inspections this, in turn, has resulted in there being an increase in the overall numbers of defective apparatus identified.

Table 3.18

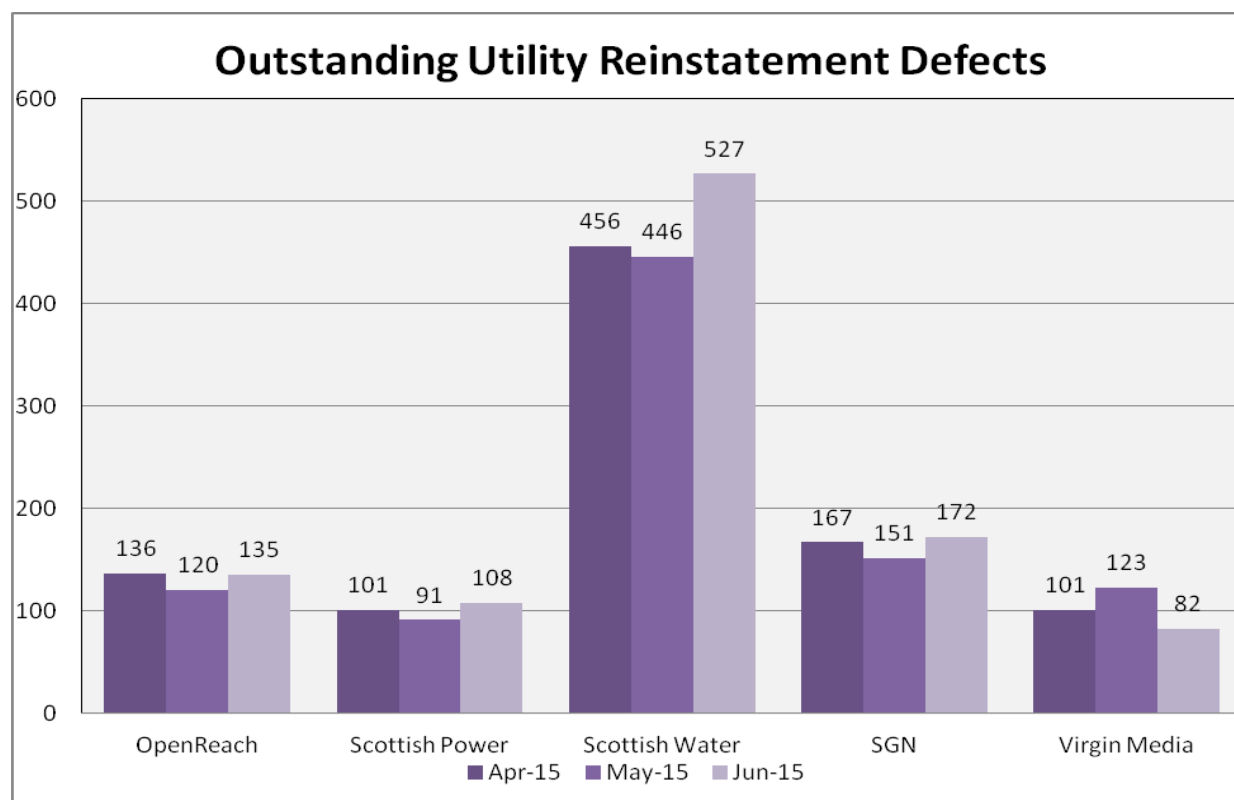
The table below shows the comparison of the numbers of outstanding defective apparatus for each PU over the past four years, measured at the end of each year.

PU	2011/12	2012/13	2013/14	2014/15	Q1 of 2015/16
Openreach	130	53	51	144	36
SGN	75	22	8	21	19
Scottish Power	47	8	5	26	14
Scottish Water	801	582	470	462	333
Virgin Media	93	27	19	20	58

Table 3.19

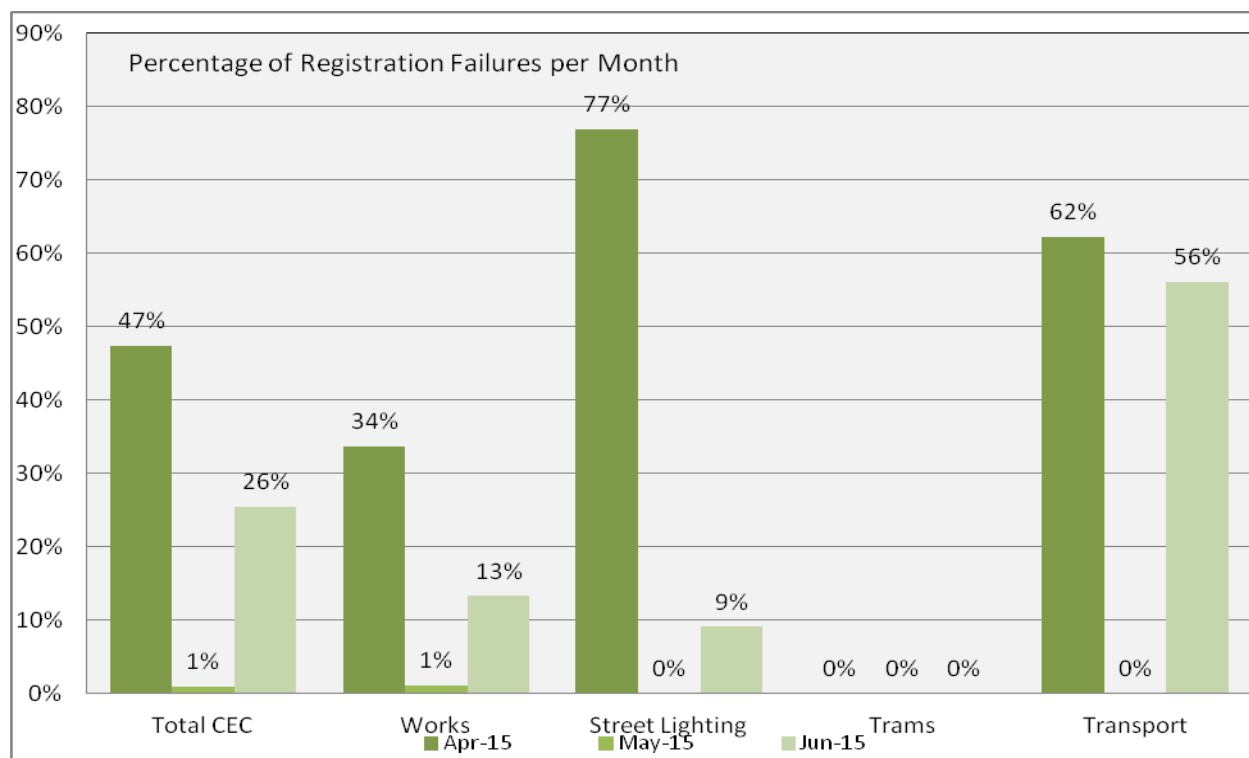
The total number of outstanding Defective Reinstatements for each quarter for each PU is shown below:

Utility	Q2 (2014/15)	Q3 (2014/15)	Q4 (2014/15)	Q1 (2015/16)	Difference Q4 to Q1
SGN	73	118	168	172	4 (2.4%)
Scottish Water	174	172	390	527	137 (35.1%)
Openreach	52	52	106	135	29 (27.4%)
Scottish Power	50	61	98	108	10 (10.2%)
Virgin Media	28	24	62	82	20 (32.3%)
Totals	377	427	824	1024	

Graph 3.19

The number of outstanding defective reinstatements has varied over Quarter 1. Virgin Media is the only PU to have made any improvement in the number of outstanding defective reinstatements in June. The improvement however is small when compared to the total number outstanding. As a result of this performance Stage 2 Improvement Plans have been implemented.

Graph 3.22



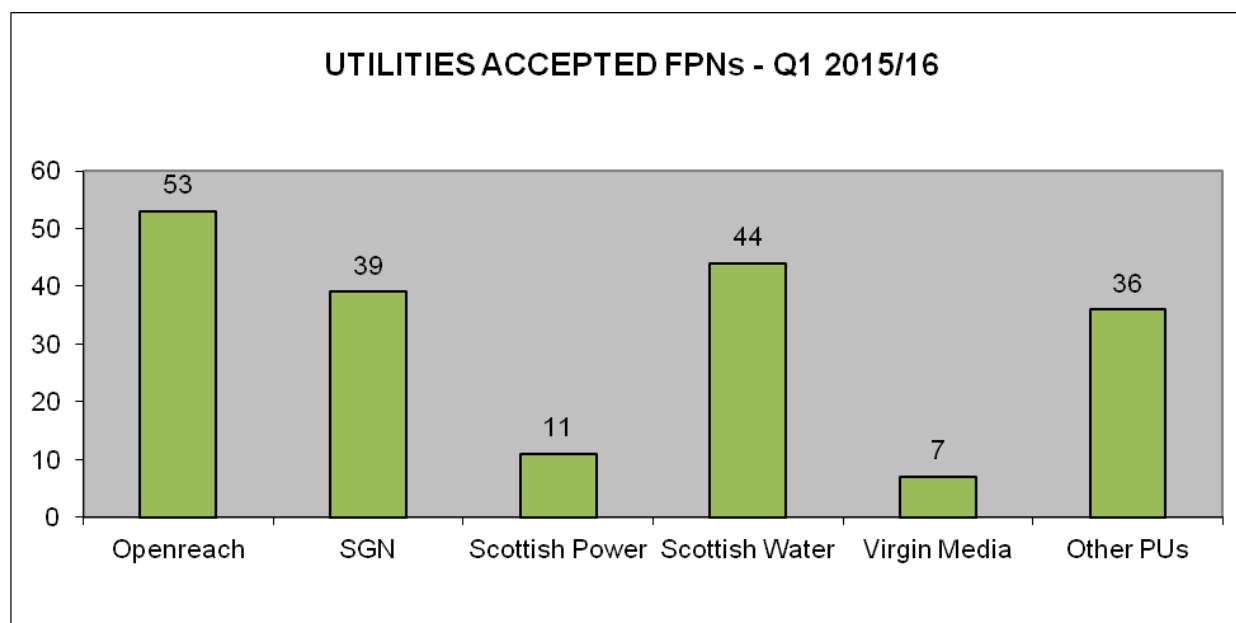
The average registration failure rate during April, May and June was 24.7%. The actual failure rate at the end of June 2015 was 26%. The monthly and annual target is 8%. The end of Quarter 1 failure rate is attributed to the following issues:

- Poor communication between the bus shelter contractor and Council officers
- Poor internal communication from Officers to the Roadwork Support Team, in relation to schemes that are required to be recorded onto the Scottish Roadworks Register.

Instructions have been issued reminding all concerned of the importance of accurate and timely communications.

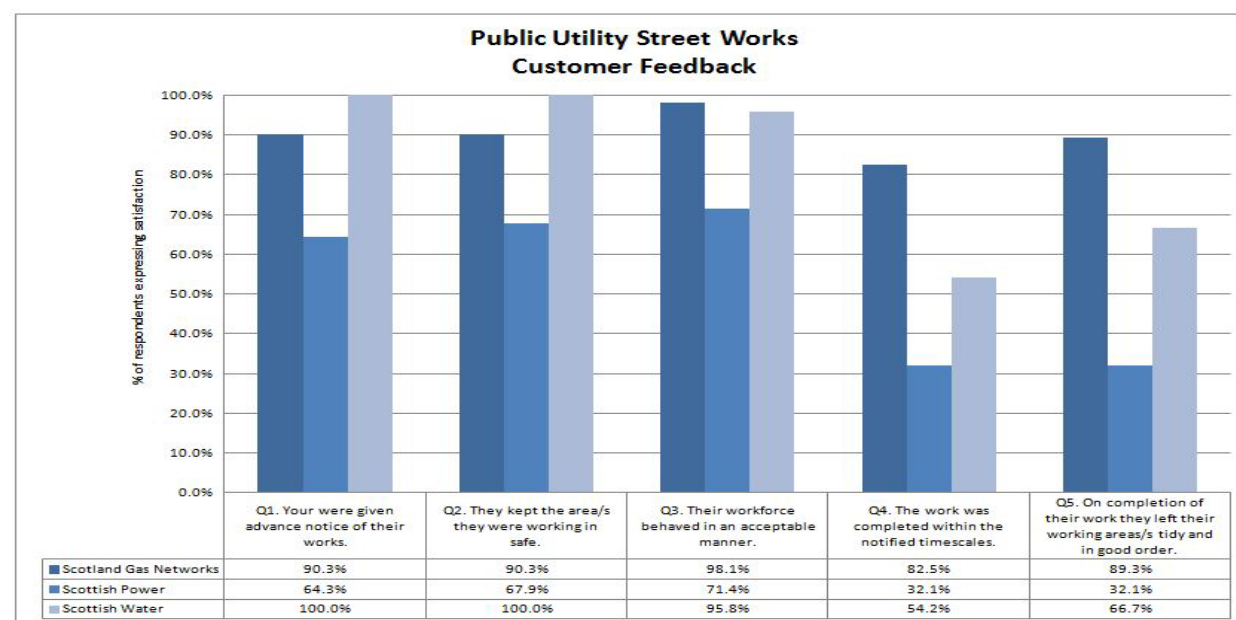
The figures varied greatly from May to June as the number of works or schemes reduced in June.

Graph 3.23



Openreach, SGN and Scottish Water were issued with the highest number of Fixed Penalty Notices in Quarter 1. This was due to their notices not being closed on time and/or no notice being received for their work. These recurring issues have been raised at Liaison meetings and assurances sought to ensure improvement. Improvement will be expected for the next quarterly monitoring period.

Graph 4.2



The Council issued customer questionnaires during Quarter 1 of 2015/16 following major works by Scottish Power, SGN and Scottish Water. The above graph shows customer responses to the five questions provided on the card.

Transport and Environment Committee

10.00am, Tuesday, 27 October 2015

Street Lighting – Roll Out of Light Emitting Diode (LED) Lanterns Across the City

Item number	7.5
Report number	
Executive/routine	
Wards	All

Executive summary

On 14 January 2014, the Transport and Environment Committee considered the report titled Street Lighting – Result of White Light Pilot Project and noted that further business cases/financial models to upgrade the remaining stock would be reported to this Committee.

Following the recent replacement of a further 7,000 lanterns, this report details the business case and optimum timeline for upgrading the remaining street lights across the city.

Links

Coalition pledges	P44 , P49 , P50
Council outcomes	CO18 , CO19 , CO21
Single Outcome Agreement	SO1 , SO4

Street Lighting – Roll out of Light Emitting Diode (LED) Lanterns Across the City

Recommendations

- 1.1 It is recommended that the Transport and Environment Committee:
 - 1.1.1 approves the business case in principle and refers the report to Council for formal approval of the prudential borrowing; and
 - 1.1.2 notes that the lessons learned from the Salix project have directly informed the design solution that will be used in any further roll out of LED lighting.

Background

- 2.1 Prior to April 2015, the cost of energy consumption for the city's street lights was in the region of £2.97m per year.
- 2.2 The Finance and Resources Committee, on 16 January 2014, approved entering into a funding agreement for an interest free loan from Salix to allow for the replacement of 6,000 old less efficient main road lanterns with new Light Emitting Diode (LED) lanterns. Due to economies of scale in the procurement of LEDs, the Salix project was able to fund the replacement of 7,020 lanterns.
- 2.3 Street lighting has been included in the Carbon Reduction Commitment (CRC) tax since April 2014, with the Council paying Carbon Tax on lighting energy consumption. Current estimates indicate that this is in the region of £250K per annum.
- 2.4 With energy costs continuing to rise and expected to double within 10 years, the use of LEDs across the city can allow the Council to reduce its consumption profile and assist with mitigating the expected rise in energy and carbon costs.

Business Case

- 3.1 Given the relative success of the White Light Pilot Project and the recently completed Salix project the Street Lighting section has been working closely with Finance and Procurement colleagues to complete a robust business case for the roll out of LEDs across the city.
- 3.2 To aid, support and inform the preparation of this business case the Council engaged with Scottish Futures Trust (SFT) which launched a specialist toolkit in February 2015, to enable local authorities to model how much they would save by installing energy efficient LED street lights.
- 3.3 Developed by SFT and supported by the Scottish Government through its Resource Efficient Scotland programme, the toolkit allows Councils to input their current street lighting data and calculate what the reduced electricity usage would be if they changed to new LED lighting. The toolkit also calculates what level of investment is required by the Council to replace its old lights with new LED lighting.
- 3.4 Through evaluation of various models produced by the toolkit it was established that the optimum timeline to install new LED lighting across the city was over a three year period.
- 3.5 The conversion of 54,000 street lights to LED lanterns in a three year programme is ambitious but it will allow the Council to maximise savings from reduced energy charges.
- 3.6 The finalised financial summary from the toolkit provided the following highlight figures:
 - Capital Cost to upgrade 54,000 street lights to LED - £24.518m.
 - Forecast energy, CRC and maintenance savings/cost avoidance over 20 years - £77.037m.
- 3.7 The SFT toolkit enables accurate comparisons to be made over a 20 year period between a 'do nothing' scenario and a wholesale change to LEDs across the city. Under the 'do nothing' option cumulative energy costs in the 20 years from 2017/18 are forecast to be £134m compared to £56.9m in the LED option – a £77m difference
- 3.8 The overall projected savings taken from the toolkit of £77.037m, are calculated on maintenance savings and forecast savings on existing energy budgets, negating the need to increase the Street Lighting energy budget each year in line with forecast rising energy costs and forecast CRC costs.

- 3.9 If the Council proceeds with the wholesale change to LEDs across the city then the Street Lighting Energy Budget will be aligned with the reduced consumption charges in future years. Investment in new LED lighting will therefore allow the Council to reduce the impact of future increases in energy costs.

Financing Costs

- 3.10 It is proposed that the capital investment costs for this project will be funded by Prudential Borrowing. The total cost of borrowing to support the £24.518m project will be £40.132m. The repayment of the finance cost will be met from the savings generated within service area's existing Street Lighting energy and maintenance budgets. (See Appendix 1 for additional information on project costs and key assumptions.) In all but three years, the financing costs will be met fully from these savings. There is a budget pressure of £89,000 in 2017/18 and £120,690 in 2018/19. There is then no budget pressure until 2021/22 when there is a shortfall of £81,036 but in all subsequent years costs can be fully contained through the reductions in energy and maintenance costs. It is intended that in those years when there are budget pressures these will be managed and contained within the wider Transport budget. It is worth noting, that for the purposes of the business case, a very cautious set of assumptions have been made on maintenance costs and that the savings are likely to be higher.
- 3.11 The £24.518m will be drawn down during the three years of the installation phase of the project and this will result in financing costs being levied over a 20 year repayment period for the respective years. The final financing payment will be made in 2038/39.
- 3.12 The information regarding costs avoidance is detailed within Appendix 2 however it should be noted that by 2038/39:
- less maintenance savings, the forecast energy costs following the change to LEDs across the city will be £3.013m;
 - this is just slightly more than 2015/16 budget of £3.120m; and
 - this is still a saving, or cost avoidance, of £4.468m when comparing it to the 2038/39 forecast energy costs £7.481m, which would result if the Council do not upgrade the existing Street Lighting infrastructure.

Changes from previous LED lighting project

- 3.13 In developing the business case for a city wide roll out of LED lighting, account has been taken of the lessons learnt in the Salix funded project where the lighting columns in 537 streets had LED lanterns installed.

- 3.14 The Salix funded project affected 45,214 properties and, although night appraisals subsequently confirmed that the new lighting met the required British Standard, 331 residents complained that the new lighting was either dim or inadequate. As a consequence the business case is based on installing brighter P3 Design Class LED lanterns in residential streets. Although this results in increased energy consumption compared to the P4 lanterns, the predominant design class used in the Salix funded project, the business case still yields significant savings compared to the 'do nothing' scenario.
- 3.15 LED lanterns are more efficient as they control the light distribution better than traditional street lighting lanterns, so that there is little or no light 'spillage'. The majority of complaints received were associated with P4 Design Classes, which were based on typical combined roads and footpaths widths of between 10m and 11.5m.
- 3.16 On the basis that the close control of the LED light distribution was one of the main causes of concern for residents, as well as designing to a higher class as stated above, lanterns that distribute the light over a wider surface area (on average 14.5m) will also be used. This will have the effect of increasing light spillage into adjoining properties without significantly affecting the energy and carbon tax savings resulting from this project.
- 3.17 The LED lanterns are configured in such a way that they can be modified on site however changing the lighting levels in response to complaints from residents had to be undertaken on site at each lantern. This was a time-consuming process.
- 3.18 The use of a Central Management System (CMS) has been included as part of the business case to roll out LEDs across the city and this will allow the lighting levels in streets to be remotely altered via an office computer. This will make this change process significantly easier and more cost effective.
- 3.19 A CMS will also provide an easy mechanism to remotely adjust lighting levels in response to changing demands on the service and changing dynamics of traffic flows and street usage in future years.

Measures of success

- 4.1 Success will be measured by a sustained reduction in electricity consumption, reduced energy costs and a reduction in carbon use.
- 4.2 The new LED street lighting will also meet the needs and aspirations of residents and road users and will be measured through resident satisfaction with street lighting.

Financial impact

- 5.1 The current annual budget for Street Lighting energy consumption is £3.120m.
- 5.2 Rolling out LED lanterns across the city will mitigate future increases in cost and contribute to the reduction of the annual street lighting energy bill.
- 5.3 The reduction in energy consumption will directly reduce the Council's overall carbon emissions. With the inclusion of street lighting in the Carbon Reduction Commitment (CRC) scheme since April 2014, savings can be made to lessen the impact of CRC fees to the Council which are anticipated to be £250,000 per annum.
- 5.4 The report outlines total capital expenditure plans of £24.518m. If approval is given to fund the project fully by borrowing, the overall loan charges associated with this expenditure over a 20 year period would be a principal amount of £24.518m and interest of £15.614m, resulting in a total cost of £40.132m based on a loans fund interest rate of 5.1%. The annual loan charges would be £2.006m.

Risk, policy, compliance and governance impact

- 6.1 The recommendations of this report will support the roll-out of LED lighting across the city and build upon the lessons learned from the recent replacement of around 7,000 lanterns.
- 6.2 There are no significant compliance, governance or regulatory implications expected as a result of approving the recommendations in this report.

Equalities impact

- 7.1 Improving the street lighting asset will positively contribute to the delivery of the Equality Act 2010 for all of the protected characteristics and will improve the lives and safety of all residents and visitors to the city.
- 7.2 A significant number of the lanterns that will be changed in future projects are of the old yellow light type. Changing these lanterns to new white light lanterns has been proven to enhance community safety however it has been recognised that based on the experience of the Salix Project LED lighting can affect some residents' perceptions of safety. The business case has therefore been modified to take account of the concerns raised by residents.
- 7.3 A full Equality and Rights Impact Assessment will be undertaken prior to rolling out future projects.

Sustainability impact

- 8.1 The new lanterns last for 20 years compared to the existing lamp's current life span of 2-4 years. These lamps use less energy and therefore will secure savings in the Council's lighting energy bill and future carbon tax.
- 8.2 Modern lamps and lanterns are manufactured in accordance with the Waste Electrical and Electronic Equipment (WEEE) Regulations taking account of all required environmental regulations and can be recycled at the end of their life helping the Council meet its carbon footprint and environmental targets.
- 8.3 The lanterns that are replaced under this project will be recycled in accordance with the WEEE Regulations.

Consultation and engagement

- 9.1 Consultation and engagement was undertaken as part of the initial pilot project. This took the form of door to door surveys and attendance at Neighbourhood Partnership meetings.
- 9.2 If the recommendations of this report are approved, there will be a comprehensive communication plan developed to inform Elected Members and residents affected by this project and a full Equality and Rights Impact Assessment will be carried out.

Background reading/external references

Street Lighting – Result of White Light Pilot Project – Item 7.10 Transport and Environment Committee, 14 January 2014

Street Lighting – Salix Funding – Item 7.20, Finance and Resources Committee, 16 January 2014

John Bury

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Links

Coalition pledges	P44 – Prioritise keeping our streets clean and attractive. P49 – Continue to increase recycling levels across the city and reducing the proportion of waste going to landfill. P50 – Meet greenhouse gas targets, including the national target of 42% by 2020
Council outcomes	CO18 – Green – We reduce the local environmental impact of our consumption and production. CO19 – Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards. CO21 – Safe – Residents, visitors and businesses feel that Edinburgh is a safe city.
Single Outcome Agreement	SO1 – Edinburgh’s economy delivers increased investment, jobs and opportunities for all. SO4 – Edinburgh’s communities are safer and have improved physical and social fabric.
Appendices	Appendix 1 – Capital Costs and Servicing Costs. Appendix 2 – Cost avoidance

Appendix 1

Year	Total LED Energy/Maint/CRC, Financing & Salix loan costs	Expected Energy Budget <i>*See assumptions</i>	CRC Costs Budget	Budget Variance (Surplus)/Defecit <i>Additional resource required over £150k uplift</i>
2017-2018	3,702,996	3,419,970	194,024	89,002
2018-2019	3,884,684	3,569,970	194,024	120,690
2019-2020	3,805,768	3,611,744	194,024	0
2020-2021	3,853,564	3,659,540	194,024	0
2021-2022	4,084,600	3,809,540	194,024	81,036
2022-2023	4,104,562	3,910,538	194,024	0
2023-2024	4,155,572	3,961,548	194,024	0
2024-2025	4,108,727	3,914,703	194,024	0
2025-2026	4,243,640	4,049,616	194,024	0
2026-2027	4,367,301	4,173,277	194,024	0
2027-2028	4,497,128	4,303,104	194,024	0
2028-2029	4,597,416	4,403,392	194,024	0
2029-2030	4,596,892	4,402,868	194,024	0
2030-2031	4,640,807	4,446,783	194,024	0
2031-2032	4,768,928	4,574,904	194,024	0
2032-2033	4,820,505	4,626,481	194,024	0
2033-2034	4,925,520	4,731,496	194,024	0
2034-2035	4,981,394	4,787,370	194,024	0
2035-2036	4,948,612	4,754,588	194,024	0
2036-2037	4,922,343	4,728,319	194,024	0
2037-2038	4,218,997	4,024,973	194,024	0
2038-2039	3,599,939	3,405,915	194,024	0
2039-2040				
Total	95,829,895	91,270,639	4,268,528	290,728

Budget Requirement Uplift/Reduction
<i>Note: Up to a max of £150k uplift</i>
150,000
150,000
41,774
47,796
150,000
100,998
51,010
-46,845
134,913
123,661
129,827
100,288
-524
43,915
128,121
51,577
105,015
55,874
-32,782
-26,269
-703,346
-619,058
135,945

Key Assumptions

The budget base at 2017-18 assumes uplift in energy budget of £150K in 16-17 and in future years, which is in line with current and previous year conditions and assumed current CRC budget. After 2017/18, the budget uplift assumed is set out in the Budget Requirement Uplift/Reduction column. With investment, most years show that a below current budget uplift provision (i.e. less than £150k) will be required to make the project self financing.

Please also note that the revised energy costs reflect the total estate of 64,000 lanterns, however the Business Case is to invest in 54,000.

The other 10,000 units have been upgraded to LED in previous years and have been included to ensure total revised LED energy and financing costs are compared against the total energy and CRC budgets available.

Appendix 2

Year	Do nothing option Energy costs	Change to LED Energy costs (inc maint savings)	Total Cost Avoidance
2017-2018	£3,218,775	£2,684,427	£534,348
2018-2019	£3,540,150	£2,161,765	£1,378,385
2019-2020	£3,628,863	£1,495,969	£2,132,894
2020-2021	£3,756,379	£1,543,765	£2,212,614
2021-2022	£4,312,913	£1,814,280	£2,498,633
2022-2023	£4,463,437	£1,873,720	£2,589,717
2023-2024	£4,795,353	£2,014,875	£2,780,478
2024-2025	£5,029,494	£2,102,135	£2,927,359
2025-2026	£5,355,689	£2,237,048	£3,118,641
2026-2027	£5,660,555	£2,360,709	£3,299,846
2027-2028	£5,977,631	£2,490,536	£3,487,095
2028-2029	£6,238,194	£2,590,824	£3,647,370
2029-2030	£6,305,054	£2,590,300	£3,714,754
2030-2031	£6,457,822	£2,634,215	£3,823,607
2031-2032	£6,773,061	£2,762,336	£4,010,725
2032-2033	£6,941,339	£2,813,913	£4,127,426
2033-2034	£7,212,879	£2,918,928	£4,293,951
2034-2035	£7,336,997	£2,974,802	£4,362,195
2035-2036	£7,290,869	£2,942,020	£4,348,849
2036-2037	£7,257,705	£2,915,751	£4,341,954
2037-2038	£7,298,671	£2,927,767	£4,370,904
2038-2039	£7,481,138	£3,013,059	£4,468,079
2039-2040	£7,668,166	£3,100,483	£4,567,683
Total	£134,001,134	£56,963,627	£77,037,507

Transport and Environment Committee

10am, Tuesday, 27 October 2015

Assessing Supported Bus Services; Further Report

Item number	7.6
Report number	
Executive/routine	
Wards	

Executive summary

On 13 January and 25 August 2015, the Committee received reports on the development of a revised system for procuring supported bus services, including a tool to assess value for money and non-financial benefits of these services.

This report provides an update on progress in light of decisions made at those Committee meetings.

Links

Coalition pledges	
Council outcomes	CO9 , CO10 , CO22
Single Outcome Agreement	SO1

Assessing Supported Bus Services

Recommendations

- 1.1 It is recommended that Committee:
- approves the recommendations on weightings to be applied to the assessment of supported bus services; and
 - notes that there will be a further report to Committee in March 2016.

Background

- 2.1 On 25 August Committee agreed to:
- approve the new assessment methodology to evaluate value for money and the non-financial benefits of supported bus services;
 - hold a workshop for members to consider and finalise the assessment criteria weightings; and
 - receive a further report on the outcome of the assessment of supported bus services.
- 2.2 The workshop took place on 14 September. It:
- considered the weighting of supported bus service criteria in detail; and
 - reviewed outcomes from the Subsam (Supported Bus Services Assessment Module) tool when different weightings are applied to it.
- 2.3 Supported services have evolved over many years, often in response to a demand from communities where commercial services are considered not to meet local needs, or commercial services have been withdrawn or reduced. Support can vary from funding the total cost of a bus service to enhancement of existing commercial services, such as increased frequency or extended operating hours (evenings and weekends).
- 2.4 The supported bus service budget for 2015-16 is £1.17 million. Developer contributions add a further £125,000. Currently there are 16 services including Christmas, New Year and cross-boundary services at a projected cost to the Council of £1.57m (details in Appendix 1). The gap of £275,000 is managed as a pressure within the Transport account.

Main report

- 3.1 On 25 August, the Transport and Environment Committee approved an interim set of weightings. The workshop on 14 September reviewed these. The workshop concluded that the interim weightings overall reflected a desirable balance.
- 3.2 The proposed weightings are set out below.

Criteria	Weighting
<i>Enhancing access and social inclusion (total 45%)</i>	
Access to employment	1%
Early career access	1%
Access to retail	2%
Access to hospitals	2%
Access to GP surgeries	2%
Access to education	2%
Access for older and disabled people	4%
High unemployment in areas served	3%
Social deprivation in areas served	3%
Accessibility and usage (population within 400m of all bus stops on route, annual service usage)	25%
<i>Protecting the environment (total 5%)</i>	5%
Impact on carbon emissions (and other air pollutants)	
<i>Reducing congestion (total 40%)</i>	40%
Travel alternatives (ie absence of alternatives)	
What the subsidy supports (frequency extension/route extension/standalone service)	10%
Although built into the software, this is subtracted from the outcome, as it is not a benefit in its own right	

- 3.3 The total score achieved by any route depends largely on the weighting given to the 'Travel alternatives' (ie the absence of alternatives) criterion. The legislation empowering Councils to provide supported services is intended to provide services where there are few or no alternatives, hence the 40% weighting given to this criterion.
- 3.4 Subsam will allow assessing and re-planning the supported service network. This will be undertaken in consultation with bus operators and communities that depend on supported services. A report on this work will be presented to Committee in March 2016.
- 3.5 The 129 Eve Coaches cross-boundary service, to which the Council's expected contribution this year was £40,200, has already been withdrawn by East Lothian Council.

Services to Ratho

- 3.6 At its meeting on 18 March 2014, following a report on Subsidised Bus Services – Ratho Village and Dumbiedykes, Committee agreed 'that the Acting Director of Services for Communities report back once the new contract has been in place for six months to consider the need for a public transport link to the city centre and a future link to the Edinburgh International Climbing Arena'. Discussions have taken place, and are continuing, with Community Council representatives, to identify an optimum service for Ratho which can be provided for the same or a lower price than the current service.
- 3.7 When there are budgetary pressures which may affect services in some areas, it is difficult to justify expanding them elsewhere, unless there is an overwhelming case for doing so. It is considered that financing a direct bus service from Ratho to the city centre, and a future link to the Edinburgh International Climbing Arena, is not such a case.
- 3.8 The Committee will be aware that a review of Community and Accessible Transport services funded by the Council is under way. Those services are generally intended to meet the needs of those who cannot use bus services. However, there is a clear relationship between the ability to use, and the availability of, bus services. It is good equalities practice to ensure wider access to mainstream services, as opposed to providing 'special services' to those whose needs are not currently met.

Measures of success

- 4.1 The Council's investment in supported bus services is targeted at those routes that deliver the greatest social, economic and transport related benefits.

Financial impact

- 5.1 Deploying the Subsam tool incurs no direct cost other than staff time.
- 5.2 The work will inform recommendations to align the costs of supported services with the available budget.

Risk, policy, compliance and governance impact

- 6.1 Deployment of the methodology for assessing supported bus services ensures that the services the Council supports align with its strategic transport objectives, and represent value for money.

Equalities impact

- 7.1 The outcomes of this report in relation of the ten areas of rights and the delivery of the three Public Sector Equality Duties (PSED) have been considered. Any reduction in supported bus services will have negative impacts on these.

Sustainability impact

- 8.1 The impacts of this report in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties have been considered. Any change to supported public transport provision is likely to affect these elements. The impact of supported bus services on carbon emissions and air pollution is one of the criteria built into the assessment methodology.
- 8.2 Access to health facilities, shopping and employment for older people, disabled people and those from areas of social deprivation and high unemployment are significant factors that have been taken into account in the development of the assessment tool.

Consultation and engagement

- 9.1 Consultation with bus users and stakeholders including bus operators was undertaken on the criteria used in developing the methodology and the tool used for assessing existing Supported Bus Services.

9.2 A presentation took place for elected members on the development of the assessment tool, and a workshop subsequently took place on the weightings given to different criteria.

Background reading/external references

Assessing Supported Bus Services – Transport and Environment Committee, 13 January 2015

Assessing Supported Bus Services - Transport and Environment Committee, 25 August 2015

John Bury

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Links

Coalition pledges

Council outcomes

CO9 - Edinburgh residents are able to access job opportunities

CO10 - Improved health and reduced inequalities

CO22 - Moving efficiently – Edinburgh has a transport system that improves connectivity and is green, healthy and accessible

Single Outcome Agreement

SO1 - Edinburgh's Economy Delivers increased investment, jobs and opportunities for all

Appendices

1. Supported service route details

Appendix 1 Supported service route details

Operator	Service	Approx subsidy 2015-16	Approx pax/yr 2014-15 or equivalent	Approx pax/yr two years previously	Contract Route and description	Due to expire
Horsburgh	7	£69,500	Crossboundary		Winchburgh – Queensferry. Links to St John's Hospital when no other direct link. Part commercial, part WLC funded	31/3/16
Edinburgh Coach Lines	13	£202,500	132,000	144,000	Craigleith-Blackhall-Ravelston-West End-New Town-Broughton-McDonald Rd-Dalmeny St-Lochend-Findlay Gdns. Wholly subsidised. Sole public transport to Dean Galleries, and in parts of the New Town	Jan 2016*
First	18	£87,500	163,000	194,000	Gyle - Fairmilehead – RIE. Off-peak links across south Edinburgh to employment, education, leisure, RIE. Commercial in peak	26/7/16
Lothian Buses	20	£154,500	169,000	128,000	Chesser-Wester Hailes-Hermiston Gait. Shopping, employment, leisure, for areas isolated from main network. Provides service outwith main bus routes, connecting to them and out-of-centre activities. Subsidy includes Tesco contribution	Jan 2016*
Lothian Buses	20 extn	£266,000	129,000		Ratho-Gyle. Extension provides link between Ratho and Gyle and services to/from City Centre	31/5/18
Lothian Buses	38	£94,000	299,000	308,000	Granton-WGH-City Centre – RIE. Frequency enhancement ensures commercial viability	Monthly extensions
Lothian Buses	42	£60,500	32,000	39,000	City Centre-Portobello (evenings and Weekend) Evening/weekend journeys	Jan 2016*
Various		£29,000			Xmas/Hogmanay Buses	
Lothian Buses	60	£42,000	8,000	8,000 estimated	Scottish Parliament-Southside-Bristo. Provides a service outwith main bus routes, connecting to them and out-of-centre activities	4/10/18
Lothian Buses	63	£241,500	195,000		Queensferry-Kirkliston-Newbridge-RBS-Gyle-Edinburgh Pk-Stevenson Coll-Hermiston Gait- Sighthill-Hermiston P&R-Riccarton Campus Hourly links to employment, educational, leisure, shopping	27/7/18
Horsburgh	64	£158,500	37,000	32,000	D Mains-Cramond-Maybury-Gyle-Edinburgh Pk Stn. Hourly frequency most of the day. Access mainly to employment, shopping, leisure	Monthly extensions
Waverley Travel	68	£74,000	46,000	50,000	Turnhouse - Gyle- Corstorphine - Parkgrove – Clermiston. Off-peak service, providing shopping opportunities for mainly elderly users. Sole public transport for Turnhouse	31/3/18
Waverley Travel	70	£15,000	5,000	6,000	Balerno-Currie-Riccarton-Gyle. Shopping opportunities, mainly for elderly residents not on a bus route. One return journey Wednesday and Friday, two returns Saturday	Jan 2016*
Horsburgh	40/X40	£7,000	Crossboundary		St John's - Ratho – RIE. WLC contract. 4 return journeys per day Ratho-Hospitals	31/3/16
Blue Bus	24	£50,500	Crossboundary		Currie - St John's Hospital WLC contract. Six return journeys per day	31/3/16

* contracts expired July 2015; extended for six months

Transport and Environment Committee

10.00am, Tuesday, 27 October 2015

Future Bus Lane Expansion Plans and Bus Lane Camera Enforcement Update

Item number	7.7
Report number	
Executive/routine	Executive
Wards	Citywide

Executive summary

The Council states in its Local Transport Strategy that it 'will continue to maintain the bus lane network, review it regularly and extend it or enhance it where opportunities arise. It will deploy bus lane cameras to ensure the network can function as intended' (policy PubTrans7).

This report provides details of a review of previous and current transport studies that has been undertaken, which has identified a number of potential locations for future bus lanes. These locations need further investigation to determine their viability. Assessments for potential bus priority measures also need to be undertaken in relation to a number of new developments proposed throughout the city.

The report provides details and a summary of the next phase of bus lane cameras to be deployed and notes that Leith Walk will be assessed for suitability for bus lane camera enforcement as part of this phase. It also seeks approval for proposals to deploy bus lane cameras on Princes Street to enforce the general traffic ban.

Finally, the report seeks approval to remove two redundant bus lanes; at Bread Street and the A1 eastbound off-slip road at Newcraighall.

Links

Coalition pledges	P19
Council outcomes	CO22
Single Outcome Agreement	SO4

Future Bus Lane Expansion Plans and Bus Lane Camera Enforcement Update

Recommendations

- 1.1 It is recommended that the Committee:
 - 1.1.1 notes the contents of the report with regard to future bus lane expansion plans;
 - 1.1.2 notes the plans for further expansion of bus lane camera enforcement and that the first new sites will become operational in the last quarter of 2015;
 - 1.1.3 notes that Leith Walk will be assessed for suitability for bus lane camera enforcement;
 - 1.1.4 approves the proposals to deploy bus lane cameras to enforce the general traffic ban on Princes Street;
 - 1.1.5 notes that a new bus lane camera came into operation at the Shore on 3 August 2015;
 - 1.1.6 gives approval to commence the statutory procedures necessary to remove the existing bus lanes on Bread Street and the A1 eastbound off-slip road at Newcraighall; and
 - 1.1.7 discharges the outstanding remit from the Committee of 26 August 2014 to report back on future bus lane expansion plans for the city and provide an update on bus lane camera enforcement.

Background

- 2.1 The Council states in its Local Transport Strategy that it 'will continue to maintain the bus lane network, review it regularly and extend it or enhance it where opportunities arise. It will deploy bus lane cameras to ensure the network can function as intended' (policy PubTrans7).
- 2.2 On 26 August 2014, Committee considered a report on a review that had been undertaken of the bus lane network and approved trials to alter the hours of operation and the classes of vehicle permitted to use certain types of bus lane on an experimental basis.

- 2.3 Committee noted that the results of the above two trials, future bus lane expansion plans for the city and an update on bus lane camera enforcement would be provided in due course. This report addresses the latter two of these three issues. A report on the outcomes of the two bus lane trials, which commenced on Monday 5 October 2015, will be made to Committee in Autumn 2016.

Main report

Future bus lane expansion plans

- 3.1 Over the years, since the introduction of Greenways in 1997, Edinburgh's bus lane network has been significantly developed and extended. It currently consists of approximately 65km of bus lanes. Bus lanes are already in place at most locations in the city where they can provide significant benefits to public transport. However, it is important to periodically review the network to ensure that it remains appropriate in the light of changing traffic patterns and expectations for future development and growth of the city.
- 3.2 In considering future expansion of the bus lane network, a review was undertaken of previous proposals/studies commissioned by the Council into possible measures to improve public transport priority. The studies reviewed were:-
- Access to Growth Areas (ATGAs) proposals – 2003;
 - Future Bus Priority Strategy – 2005;
 - North Edinburgh Transport Action Plan (NETAP) – 2008; and
 - South East Edinburgh Bus Priority Strategy (SEEBPS) – 2008.
- 3.3 Some of the measures proposed in the above proposals/studies have since been implemented, while others may be considered to be not worth pursuing within the foreseeable future. However, there may be measures that were not implemented but which still remain viable.
- 3.4 It is proposed to undertake further analysis to assess the viability of new bus lanes at the following locations, which were identified in the above studies:
- Maybury Road (south end);
 - North Junction Street (additional bus lanes);
 - Ferry Road (east end);
 - Gilmerton Road (additional bus lanes);
 - Liberton Brae and Liberton Gardens (additional bus lanes); and
 - Waterloo Place/Regent Road/Montrose Terrace.

It is expected that this analysis will be undertaken by Summer 2016.

- 3.5 Suggestions for new bus lanes are also considered, on an ongoing basis, via discussions at the Edinburgh Bus Service Development & Operations Group (EBSDOG) meetings. These are held on a quarterly basis and are attended by representatives of the bus industry.
- 3.6 In addition, work is currently ongoing on the A8/A89 Corridor Public Transport Study. This is a joint initiative between the Council and Transport Scotland, West Lothian Council and the South East Scotland Regional Transport Partnership (SEStran) to identify, cost and prioritise major public transport improvements at Newbridge Roundabout and along the A8 and A89 which might include sections of new bus lane. These are intended to encourage modal shift towards public transport and thereby mitigate the impact of predicted growth in cross-Forth travel, due to development and changing land use in west Edinburgh and West Lothian.

Future developments

- 3.7 There are a number of proposed developments in Edinburgh's Local Development Plan which would require major upgrades to be made to nearby strategic junctions, to accommodate the additional traffic generated by the proposed developments.
- 3.8 These include proposed junction upgrades at Gilmerton, Kaimes, Gillespie Crossroads, Maybury and Barnton junctions. Design work to improve the efficiency of junctions near these proposed developments is at an advanced stage and work is also required to assess the requirement for bus priority at these locations.
- 3.9 It is proposed to undertake these studies by Autumn 2016 and that funding for this work is provided from next year's bus lane Charge Notices revenue.
- 3.10 Midlothian Council has an aspiration to deliver a new Park & Ride site serving Edinburgh at Lothianburn. At present there is no funding available to construct this site. However, the Council will continue to monitor the situation and, should Midlothian Council decide to progress the site, would consider the introduction of new bus priority measures, including bus lanes, on the A702 corridor between Morningside and the City Bypass.

Bus lane camera enforcement update

- 3.11 Before the Council introduced decriminalised camera enforcement the Police were solely responsible for the enforcement of bus lanes but due to resource constraints, it was considered to be a low priority activity.
- 3.12 Effective enforcement of the regulations determining valid use of bus lanes is instrumental in maintaining a high quality and reliable public transport system and is critical to the functioning and credibility of bus lanes. Experience has shown that camera enforcement significantly enhances drivers' compliance with bus lane regulations.

- 3.13 It is therefore proposed to expand the current system to cover a number of new sites to assist in establishing a widespread culture of compliance throughout the city's bus lane network.
- 3.14 At previous meetings of EBSDOG, members were asked to identify locations where they felt that there were issues of regular non-compliance. A list of 10 sites was compiled and five day peak periods video surveys were undertaken in March 2015. Four out of the 10 sites surveyed had average daily peak period non-compliance rates of over 250 infringements (see Appendix 1 for details).
- 3.15 Formal site assessments, to ensure that there are no site-specific issues that would adversely affect enforcement, are currently underway. Assuming that cameras can be deployed, it is proposed that camera poles are erected at the four sites with the highest non-compliance rates. The sites are:-
- Calder Road (prior to Sighthill Roundabout) – eastbound;
 - Duddingston Park South – northbound;
 - Liberton Road – northbound;
 - Lothian Road – southbound.
- 3.16 There are a number of existing bus lane camera sites where the cameras have been successful in significantly reducing non-compliance and it is therefore proposed to rotate existing cameras around any new sites. It is estimated that the first of the new sites will commence operation in the last quarter of 2015.
- 3.17 Leith Walk will be assessed for suitability for bus lane camera enforcement and if suitable, will be part of the next phase of bus lane camera enforcement. If Leith Walk is viable it would be expected that the installation costs would be self-funding.
- 3.18 The bus lane at the Shore is a contra-flow bus lane, which was introduced as part of major environmental and public realm improvements. General traffic is now prohibited from travelling northbound along this section of the Shore. However, surveys undertaken since the improvements were implemented indicate that there is a considerable level of non-compliance. A new bus lane camera was therefore installed, which commenced operation on 3 August 2015.

Princes Street

- 3.19 Currently general traffic is not permitted to use most of the length of Princes Street, except for the purposes of loading and unloading between 8.00pm and 7.00am.
- 3.20 Weekday video surveys have been undertaken, which recorded an average of approximately 160 infringements of the restrictions per day. Under current legislation, the only way for the Council to enforce the restrictions on general traffic would be by using bus lane cameras.

- 3.21 There are a number of ways for general traffic to access the restricted sections of Princes Street; Princes Street (west of Waverley Bridge), South St David Street, The Mound/Hanover Street, Frederick Street and Princes Street/South Charlotte Street.
- 3.22 Analysis of an additional survey undertaken in August 2015 indicated that the vast majority of the infringements came from Princes Street (west of Waverley Bridge) travelling westbound and from Princes Street (east of South Charlotte Street) travelling eastbound.
- 3.23 It is therefore proposed to have four or five cameras sites on Princes Street and rotate two cameras between the sites. To maximise the deterrent effect it is also proposed to deploy dummy cameras.
- 3.24 To deploy bus lane cameras on Princes Street will require the installation of bus gates and this will involve the promotion of a Traffic Regulation Order (TRO). It is estimated that it will take up to 18 months for the detailed development of the proposals, consultation with stakeholders and the promotion of a TRO. The proposed operational hours of the bus gates will be 7.00am to 8.00pm. Access for loading and unloading will continue to be permitted between 8.00pm and 7.00am.

Bus lanes which are no longer required

- 3.25 In addition to considering possible new bus lanes, EBSDOG also considers suggestions for the removal/adjustment of sections of bus lane which are no longer required.
- 3.26 Bus lanes which are no longer required are those which are not now used by any scheduled bus service or which:
- 3.26.1 provide little or no advantage to buses, taxis and cyclists but cause significant localised congestion for other road users; or
 - 3.26.2 are located on the immediate approach to signalised junctions where there are heavy right turning traffic flows and which also suffer from regular congestion.
- 3.27 Two redundant bus lanes have recently been reviewed; a contraflow lane in Bread Street and a lane on the A1 eastbound off-slip road at Newcraighall. The bus operators were asked for their views regarding their removal and the Council has received no objections.
- 3.28 Discussions will be undertaken with SPOKES on possible options to install cycling facilities in lieu of the bus lane on Bread Street. Cyclists are prohibited from using the A1 at the Newcraighall slip road and are therefore unaffected by the proposal for the eastbound off-slip road.
- 3.29 Suggestions for further removals/adjustments will be considered on an ongoing basis. Implementation of any changes will be dependent on funds being made available from future bus lane Charge Notices' revenue.

Measures of success

- 4.1 Expansion of the bus lane network and the bus lane camera enforcement system will enhance the effective operation of bus lanes and assist in maintaining a high quality and reliable public transport system.
- 4.2 Removal/adjustment of redundant or inefficient bus lanes will improve traffic flow, reducing congestion and carbon emissions, and will therefore make a contribution to better air quality in the city.

Financial impact

- 5.1 The bus priority studies required for future proposed developments are estimated to cost £30,000 and will be funded from 2016/17 bus lane Charge Notices' revenue.
- 5.2 It is anticipated that the Princes Street and Leith Walk proposals will be self-funded from bus lane Charge Notices' revenue generated from the installation of the new cameras.
- 5.3 The estimated cost to install the four bus lane camera poles referred to in paragraph 3.15 is £20,000. This will be funded from the bus infrastructure capital budget.
- 5.4 It is estimated that removing the bus lanes on Bread Street and at the A1 eastbound off-slip road at Newcraighall will cost £15,000. This will be funded from next year's bus lane Charge Notices' revenue.

Risk, policy, compliance and governance impact

- 6.1 The recommendations in this report do not impact on any existing policies of the Council.
- 6.2 There are not expected to be any health and safety, governance or compliance implications, arising from the proposals set out in the report.

Equalities impact

- 7.1 The removal of the contraflow bus lane in Bread Street will affect cyclists, by reducing the amenity provided to them by the bus lane. Discussions will be undertaken with SPOKES on possible options to install alternative cycling facilities in lieu of the bus lane.

Sustainability impact

- 8.1 The impacts of this report, in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties, have been considered and the outcomes are summarised below.
- 8.2 Relevant Council sustainable development policies have been taken into account.
- 8.3 The proposals in this report will:
- reduce carbon emissions because the removal/adjustment of redundant or inefficient bus lanes will improve traffic flow, reducing congestion and carbon emissions thus making a contribution to better air quality in the city;
 - have no significant impact on the city's resilience in relation to the current and predicted impacts of climate change; and
 - help achieve a sustainable Edinburgh because an improved transport system will enable everyone to have the best possible access to jobs and essential services.

Consultation and engagement

- 9.1 Various parties will be consulted regarding expansion of the bus lane network and the bus lane camera enforcement system and the removal of the bus lanes on Bread Street and the A1 eastbound off-slip road at Newcraighall. These include:-
- Edinburgh Bus Service Development & Operations Group (EBSDOG);
 - Police Scotland;
 - SPOKES; and
 - Taxi operators.
- 9.2 As part of the statutory Traffic Regulation Order process, the proposals to remove the bus lanes on Bread Street and the A1 eastbound off-slip road will be formally advertised to allow any interested party to comment or object to the proposals. Relevant Neighbourhood Partnerships will also be consulted on the proposals.

Background reading/external references

- 1 Transport and Environment Committee (26 August 2014) - Bus Lane Network Review
http://www.edinburgh.gov.uk/download/meetings/id/44353/item_72_-_bus_lane_network_review
- 2 Transport and Environment Committee (4 June 2013) - Bus Lane Camera Enforcement Expansion and Bus Lane Network Review
http://www.edinburgh.gov.uk/download/meetings/id/39383/item_7_8_-_bus_lane_camera_enforcement
- 3 Transport, Infrastructure and Environment Committee (13 September 2012) - Bus Lane Camera Enforcement Review
http://www.edinburgh.gov.uk/download/meetings/id/36452/item_no_6_5_-_bus_lane_camera_enforcement_review

John Bury

Acting Director of Services for Communities

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Links

Coalition pledges	P19 – Keep Lothian Buses in public hands and encourage the improvement of routes and times.
Council outcomes	CO22 – Moving Efficiently – Edinburgh has a transport system that improves connectivity and is green, healthy and accessible.
Single Outcome Agreement	SO4 – Edinburgh’s communities are safer and have improved physical and social fabric.
Appendices	Appendix 1 Bus lane video survey locations

Appendix 1 Bus lane video survey locations

Survey dates: (Monday 2 March to Friday 6 March 2015)

1.	Calder Road (prior to Sighthill Roundabout) – eastbound *
2.	Calder Road (prior to Sighthill Roundabout) - westbound
3.	Dalkeith Road - southbound
4.	Duddingston Park South - northbound *
5.	George IV Bridge - southbound
6.	Liberton Road – northbound *
7.	Lothian Road – southbound *
8.	Milton Road - westbound
9.	Newington Road – northbound
10.	South Gyle Access - southbound

* Sites with average daily non-compliance rates of over 250

Transport and Environment Committee

10.00am, Tuesday, 27 October 2015

Carriageway and Footway Investment Strategy

Item number	7.8
Report number	
Executive/routine	Executive
Wards	All

Executive summary

This report seeks approval for a new strategic approach to capital investment in the City's roads and footways. The approach involves moving away from targeting investment on resurfacing works, primarily on the roads in the very worst condition, to a more preventative approach using a range of less expensive treatments. This approach over time will lead to a more sustained level of improvement in the condition of Edinburgh's roads network as measured by the Road Condition Index.

A further report will be presented to this Committee on January 2016, detailing the full investment strategy and carriageways and footways capital programme for 2016/17.

Links

Coalition pledges	P29 , P33 , P44 , P45
Council outcomes	CO8 , CO19 , CO21 , CO22 , CO23 , CO24 , CO25 , CO26 , CO27
Single Outcome Agreement	SO4

Carriageway and Footway Investment Strategy

Recommendations

- 1.1 It is recommended that the Committee:
 - 1.1.1 approves the new approach to carriageway and footway investment; and
 - 1.1.2 notes that a further report, detailing the full investment strategy for carriageways and footways, will be presented to this Committee on 12 January 2016.

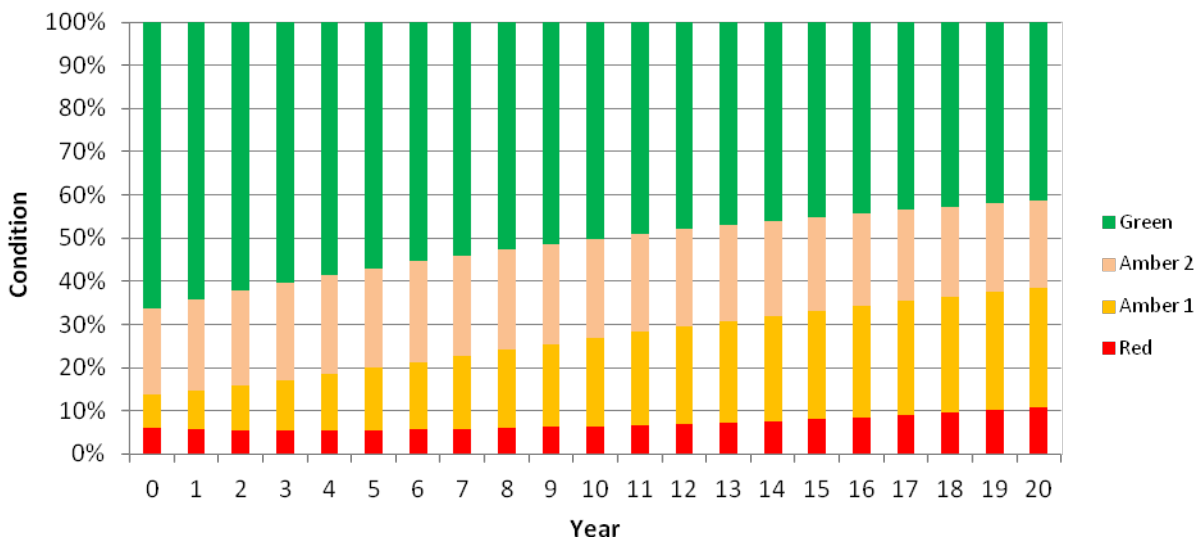
Background

- 2.1 The roads capital programme is based on a two stage prioritisation process. The first stage is based on a visual assessment by Roads staff of the condition of carriageways and footways using various engineering criteria. This process identifies the carriageways and footways that are in the worst condition.
- 2.2 A further set of criteria and weightings are then applied to determine which of these roads and footways should be included in the capital programme. The criteria and weightings are broader and aligned to the Local Transport Strategy and Active Travel Plan, with particular priority given to bus routes, arterial and other heavily trafficked roads.
- 2.3 As it is the carriageways and footways in the worst condition that are prioritised for inclusion in the capital programme, the works required tend to be the more expensive resurfacing or strengthening treatments.
- 2.4 The condition of Edinburgh's roads is assessed annually as part of the Scottish Roads Maintenance Condition Survey (SRMCS), an independent survey of road conditions in all 32 Scottish local authorities. The survey provides each local authority with a Road Condition Index (RCI) which identifies the percentage of roads in need of maintenance. Edinburgh's most recent RCI is 35.1%, based on the SRMCS from 2013/14, placing Edinburgh 16th out of the 32 Scottish local authorities.

Road Condition Index

- 3.1 In 2005/06, Edinburgh had an RCI of 42.3% but in the same year capital investment in roads increased from just over £3m per annum to over £16m increasing to £20m in 2008/09 and to 24.5m in 2013/14. Although the initial increase in the capital budget saw a significant improvement in the condition of Edinburgh’s roads with the RCI reducing to 35% on 2006/7 performance has remained fairly static since then, despite sustained levels of investment.
- 3.2 The RCI consists of three categories of deterioration: Red, Amber 1 and Amber 2, with roads in the red category being in the worst condition. Currently the majority of carriageways prioritised for investment fall within the red category. Treating the Red category roads only results in a small number of carriageway resurfacing or strengthening schemes being carried out each year, due to the cost of these treatments.
- 3.3 As part of the development of the Roads Asset Management Plan (RAMP), analysis has been carried out on the impact on Edinburgh’s RCI if the Council continues with the existing approach to roads capital investment. The chart below shows the effect of the current investment strategy on the percentage of Edinburgh roads falling into the red and amber categories of deterioration (ie in need of maintenance investment), over a 20 year period, assuming that capital investment remains at current levels. By year 20, the percentage of roads requiring maintenance increase from just under 35% to nearly 60% while the percentage that fall into the red category rises from 5% to over 10%.

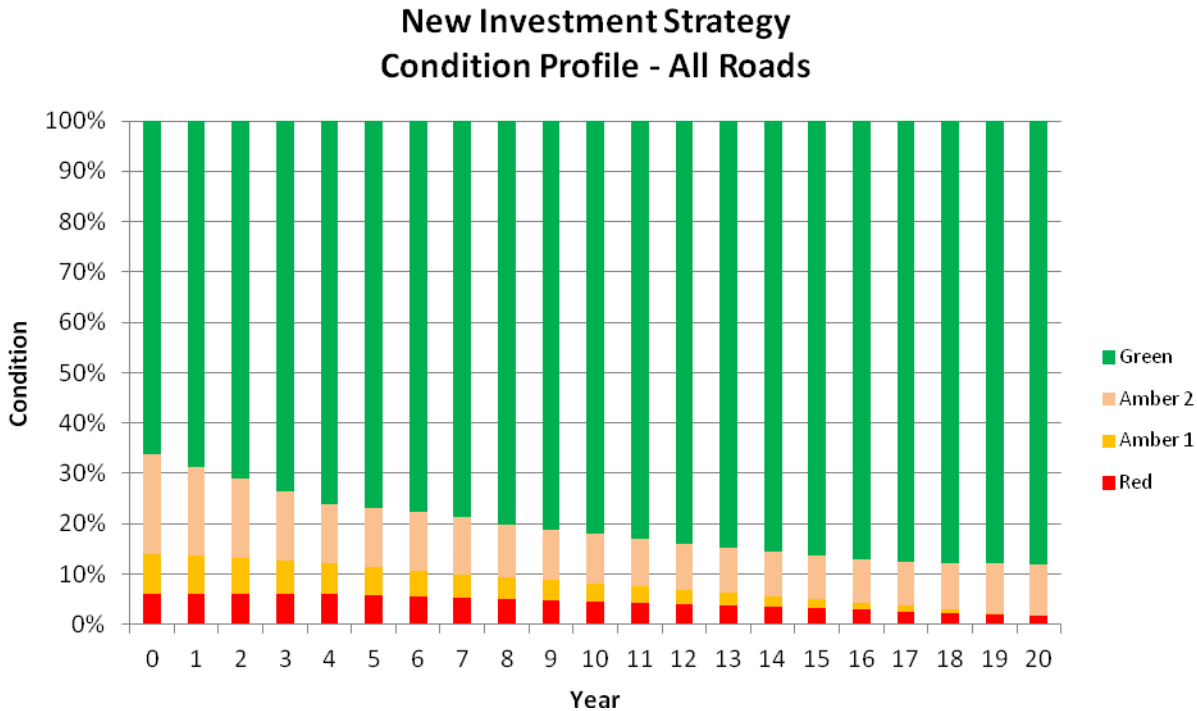
Current Investment Strategy
Condition Profile - All Roads



3.4 At the current time, despite high levels of capital investment, there is insufficient resource to treat all the roads in the red category. Furthermore, because investment is targeted almost exclusively on roads in the red category (with the possible exception of Neighbourhood ‘Right First Time’ works) there is no investment going into treating roads in the amber categories, which over time will continue to deteriorate and eventually slip into the red condition category.

3.5 As part of the modelling work for the RAMP, alternative scenarios for capital investment have been developed. These scenarios are predicated on a more preventative approach aimed at roads that are in the amber condition categories. Investment interventions on these roads would require less expensive treatments (eg surface dressing, slurry sealing) which would improve the condition of the carriageway or footway and delay the need for resurfacing or strengthening work. Due to the cheaper cost of the treatments required on amber condition roads, more could be treated each year. The chart below illustrates the impact of this preventative approach over 20 years, assuming levels of capital investment remain at current levels, with the percentage of roads requiring maintenance reducing to 12%.

3.6



Roads Asset Management Plan

3.7 The Roads Asset Management Plan (RAMP) is an integral part of the new investment strategy for carriageways and footways. It will be used to balance the long-term needs for our network, with the short term need for road works in order to keep the city’s roads well maintained.

- 3.8 The RAMP will drive the improvement programme for all aspects of management of the carriageway and footway network including:
- Developing knowledge of new materials and maintenance techniques;
 - Suitability for use on Edinburgh's network;
 - Benchmarking against other local authorities in order to identify improvements to current practices;
 - Targeting investment to ensure best value and improved lifecycles; and
 - Critically reviewing the performance of current and future investment.
- 3.9 This preventative approach will treat more roads within the amber condition categories and less within the red, significantly slowing their deterioration and negating the need for more robust, expensive treatments.
- 3.10 More surfacing treatments will be introduced to treat roads in the amber categories. These treatments will be less expensive and will be applied to roads in order to stop their deterioration. Many of these treatments are currently used throughout Scotland. Surface dressing, micro treatments and slurry sealing are all examples of surfacing treatments that will be considered.

UKPMS

- 3.11 The UK Pavement Management System (UKPMS) is the national standard for management systems for assessing the condition of the local road network and planning the type of investment that is required.
- 3.12 A visual inspection is currently used to determine the condition of carriageways. The UKPMS will replace visual condition surveys and will be used for systematic collection and analysis of condition data, ie Scottish Road Maintenance Condition Survey. The UKPMS analyses specific types of defects ie cracking, texture, profile and rutting, to select which roads should be considered for preventative, resurfacing or strengthening treatments.
- 3.13 The UKMPS will be used to select carriageway schemes for 2016/17 Capital Investment Programme.

Prioritisation

- 3.14 The existing second stage of prioritisation, as outlined in section 2.2 of this report, would still be applied before arriving at a finalised capital programme. (Appendix B shows the proposed procedures to be used when selecting carriageway and footway schemes for investment.)
- 3.15 The investment strategy will be reviewed on an annual basis to ensure that continual improvement is being achieved and to make any adjustments to the Roads Asset Management Plan to ensure that the improvement in Edinburgh's roads network is being delivered.

- 3.16 A further report will be presented to this committee, on 12 January 2016, giving more detail and the full investment strategy, including the treatments that will be used, the future Roads Asset Management Plan and the proposed roads capital programme for 2016/17.

Measures of success

- 4.1 The assessment of the condition of the city's roads is measured annually by the Scottish Road Maintenance Condition Survey (SRMCS). This survey shows the percentage of roads that should be considered for maintenance intervention.
- 4.2 A continual gradual improvement in Edinburgh's RCI will be a measure of the success of the Capital Investment Strategy.

Financial impact

- 5.1 There are no financial implications with this update report.

Risk, policy, compliance and governance impact

- 6.1 There are no significant compliance, governance or regulatory implications expected as a result of approving the recommendations in this report.

Equalities impact

- 7.1 Investment in the city's roads, footways, gullies and street lighting improves the accessibility and safety of the road and footway network and therefore has a positive impact for all users, particularly older people and those with a disability. All footway reconstruction schemes incorporate new dropped crossings at all junction points, if not already existing.

Sustainability impact

- 8.1 There is potential for positive impact on the environment by improving vehicle and bicycle ride quality on carriageway surfacing works and improved pedestrian passage on footway reconstruction schemes.

Consultation and engagement

- 9.1 Consultation has been carried out on the Investment Strategy with several elected members as part of capital prioritisation workshops. Details of the Roads Asset management Plan have been presented to the Council's Transport Forum.
- 9.2 Further consultation will be carried out and detailed in an Investment Strategy Report which will be presented to this committee on 12 January 2016.

Background reading/external references

[Road and Footway Prioritisation Review 2014](#)

John Bury

Acting Director of Services for Communities

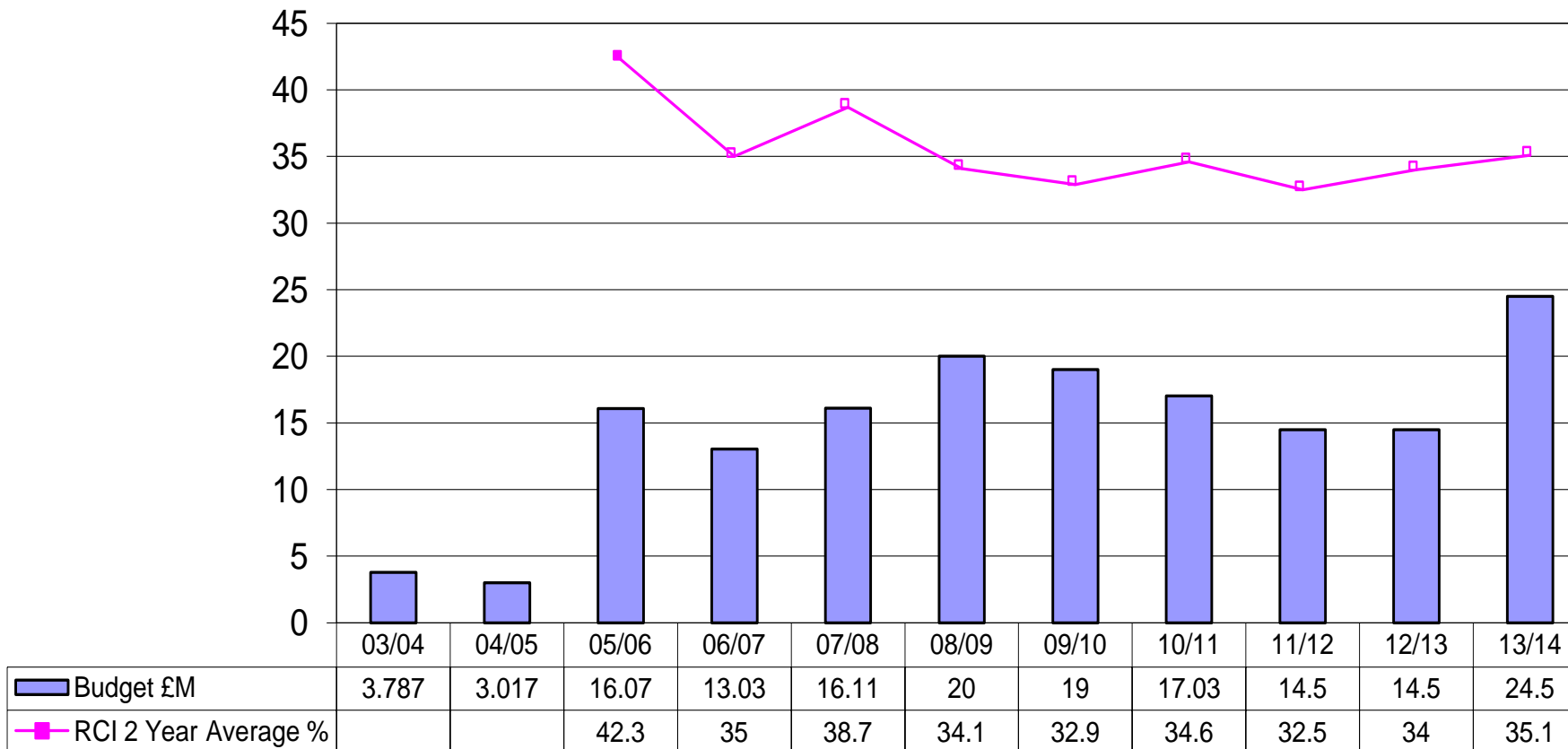
Contact: Sean Gilchrist, Roads Renewal Manager

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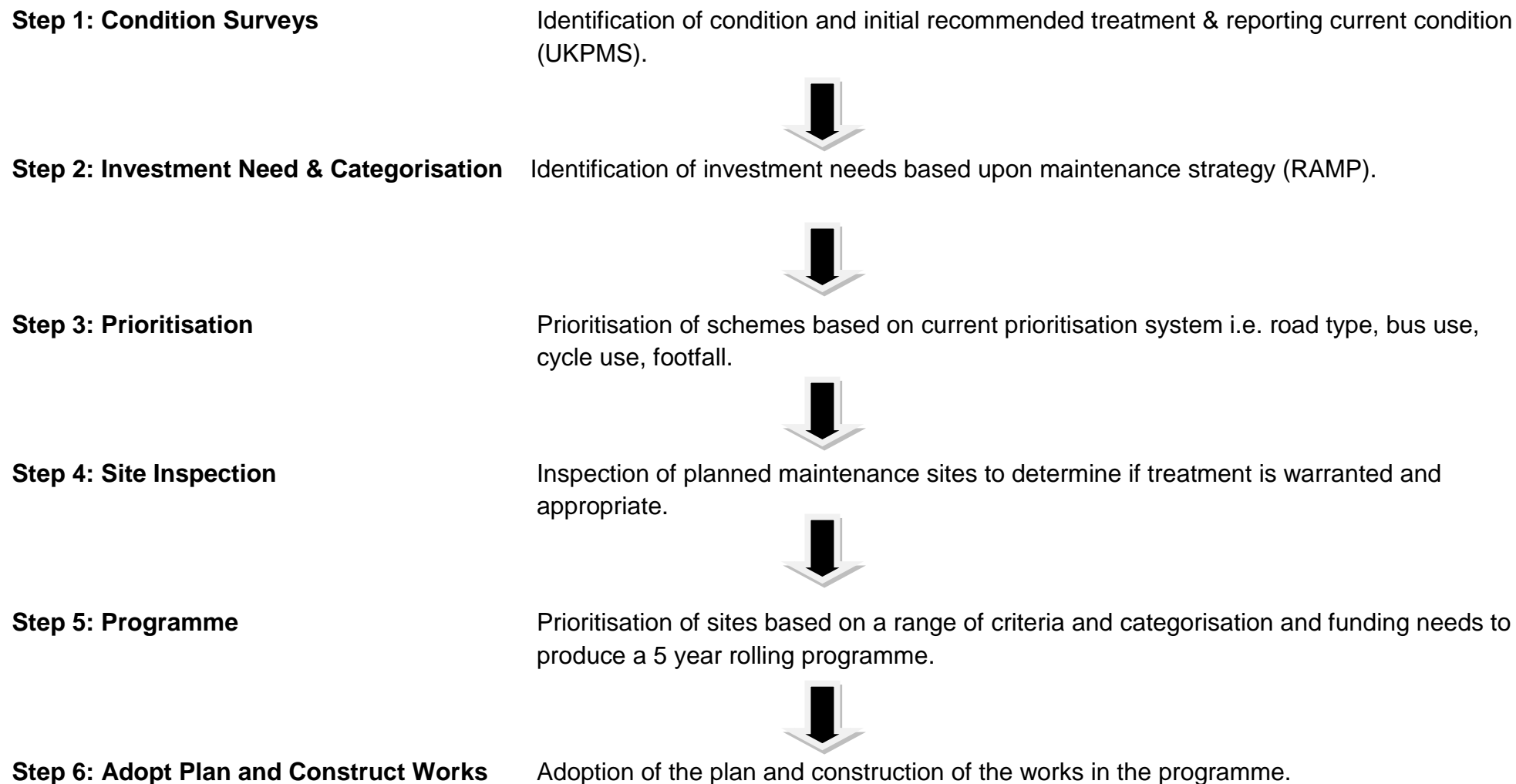
Links

Coalition pledges	<p>P28 - Further strengthen links with the business community by developing and implementing strategies to promote and protect the economic well being of the City.</p> <p>P33 - Strengthen Neighbourhood Partnerships and further involve local people in decisions on how Council resources are used.</p> <p>P44 - Prioritise to keep our streets clean and attractive.</p> <p>P45 - Spend 5% of the transport budget on provision for cyclists.</p>
Council outcomes	<p>CO8 - Edinburgh's economy creates and sustains job opportunities.</p> <p>CO19 - Attractive Places and Well-Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm.</p> <p>CO21 - Safe – Residents, visitors and businesses feel that Edinburgh is a safe city.</p> <p>CO22 - Moving Efficiently – Edinburgh has a transport system that improves connectivity and is green, healthy and accessible.</p> <p>CO23 - Well-Engaged and Well-Informed – Communities and individuals are empowered and supported to improve local outcomes and foster a sense of community.</p> <p>CO24 - The Council communicates effectively and internally and externally and has an excellent reputation for customer care.</p> <p>CO25 - The Council has efficient and effective services that deliver on objectives.</p> <p>CO26 - The Council engages with stakeholders and works in partnership to improve services and deliver on agreed objectives.</p> <p>CO27 - The Council supports, invests in and develops our people.</p>
Single Outcome Agreement	<p>SO4 - Edinburgh's communities are safer and have improved physical and social fabric.</p>
Appendices	<p>A Road Condition Index – 2 Year Average</p> <p>B Planned Maintenance Procedures</p> <p>C Full Investment Strategy</p>

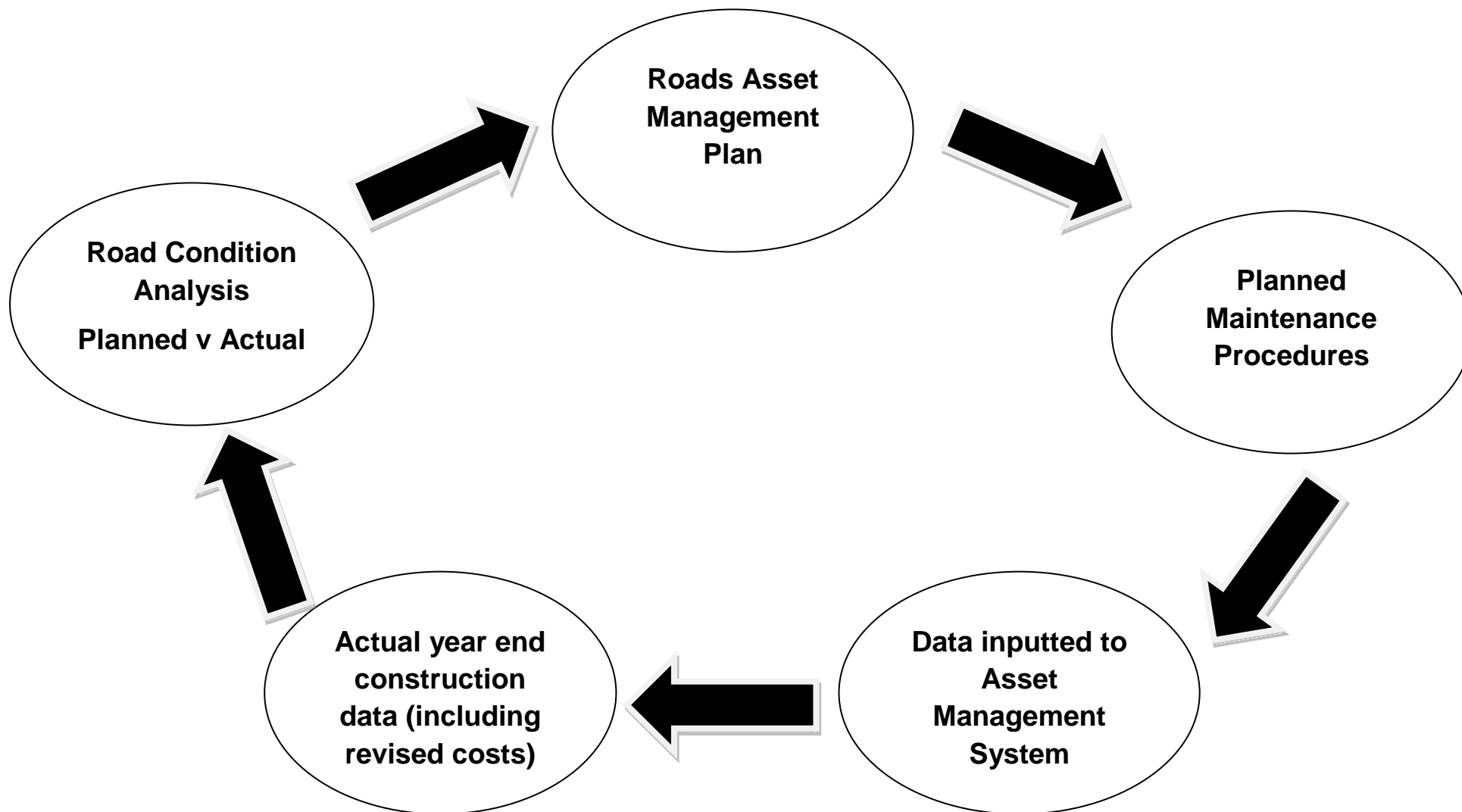
Road Condition Index – 2 Year Average



Planned Maintenance Procedures



Full Investment Strategy



Transport and Environment Committee

10.00am, Tuesday, 27 October 2015

Roseburn to Leith Walk Cycle Route and Street Improvement Project – Public Consultation for the Preliminary Design

Item number	7.9
Report number	
Executive/routine	
Wards	6 - Corstorphine/Murrayfield 11 - City Centre

Executive summary

The creation of a 'family-friendly' cycle route between Roseburn and Leith Walk is a key action within the Council's Active Travel Action Plan.

This high profile project would provide a step change in the quality of east-west cycle access through the city centre. It would offer a high quality cycle route, with sections of protected cycle lanes on main streets. This would link with similar planned facilities on Leith Walk, George Street and with the extensive network of off-road paths in north Edinburgh (accessed at Roseburn). It would also improve the street environment for other road users, especially pedestrians.

Following initial development of route options and a series of stakeholder engagement workshops, which reviewed the project objectives and preliminary design route options, a preliminary detailed design of the preferred route has been completed. The proposed route comprises over four kilometres of improvements and has been designed to:

- deliver a high quality cycle route (including significant sections of protected cycleway where cyclists are segregated from motor traffic) providing safer, more direct and convenient access by bike to key destinations in the city centre;

Links

Coalition pledges	P43 , P45 and P50
Council outcomes	CO5 , CO7 , CO8 , CO9 , CO18 , CO19 and CO22
Single Outcome Agreement	SO1 , SO2 and SO4

- improve cycle connectivity across the city, by being fully integrated with the existing cycle/pedestrian network and completing a significant missing link;
- integrate with planned segregated cycle facilities on Leith Walk and streetscape improvements along George Street; and
- Improve conditions for walking whilst improving the street environment

This report seeks authority to proceed with public consultation for the proposed improvements.

Roseburn to Leith Walk Cycle Route and Street Improvement Project – Public Consultation for the Preliminary Design

Recommendations

- 1.1 It is recommended that Committee:
 - 1.1.1 notes the content of this report and the preliminary design; and
 - 1.1.2 approves commencement of public consultation on the scheme.

Background

- 2.1 In 2010, the Council approved its [Active Travel Action Plan](#) (ATAP). This seeks to build on the high level of walking in Edinburgh, and the growing role of cycling. It set targets of 10% of all trips and 15% of journeys to work being made by bike by 2020. These targets are incorporated in the Local Transport Strategy (2014-19).
- 2.2 Over the past three financial years, the Council has invested £2.2M in new cycle infrastructure, supplemented by £2.9M from the Scottish Government via the Sustrans Community Links fund and the Cycling Walking and Safer Streets fund. The Council has secured a further £3.6M from the Scottish Government to help deliver cycling and walking improvements on Leith Walk and has recently been awarded an additional £0.8M in Community Links funding for the 2014-15 financial year.
- 2.3 The 2011 Census recorded just under 9,500 Edinburgh residents commuting by bike, up 56% from 2001 (4.8% of Edinburgh resident commuters - 2011 Census). Automatic counts indicate a further 20% increase in people riding bikes from 2011 to 2014.
- 2.4 The ATAP includes a wide range of actions aimed at achieving its targets. A key element is the creation of the 'Family Network' of routes suitable for people who are less confident riding a bike. This is now being marketed as 'Edinburgh's QuietRoutes'.
- 2.5 The ATAP sets out priorities for developing the QuietRoutes. These seek to fill gaps in the city's existing off-road network, which is largely based around former railways, and to create connections to key destinations, most importantly the city centre. The network is primarily aimed at encouraging cycling, but most sections are also walking routes.

- 2.6 One of the most important gaps in the current network is an east-west link through the city centre from Roseburn to Leith Walk, via George Street.
- 2.7 Roseburn is at the junction of several pedestrian/cycle routes that converge from North, North West and West Edinburgh. There is currently no route suitable for people who are less confident cyclists from the off road cycle paths that converge at Roseburn through to the city centre and east end.
- 2.8 The Council is in the process of investing in a significant upgrade of provision for both cycling and walking on Leith Walk, and options for a similar redesign of Picardy Place are being considered. However, there is a need to link from these into central Edinburgh area and Waverley Station.
- 2.9 The Roseburn to Leith Walk link would provide a significant improvement in the quality of an east-west cycle access through the city centre. It would offer a high quality route, with sections of protected cycle lanes on main streets linking with similar planned facilities on Leith Walk, George Street and with the extensive network of off-road paths in north Edinburgh as well as routes to west Edinburgh, both accessed at Roseburn (see map in Appendix 1). Building on the existing network of off-road cycle/pedestrian paths, this new link would provide much safer, more direct and convenient city centre access by bike from a large area of the city.

Main report

Work to date

- 3.1 On 3 June 2014, the Transport and Environment Committee approved the appointment of consultancy services for the further development of major cycling and walking projects, including the Roseburn to Leith Walk cycle link.
- 3.2 An external consultant was appointed to undertake the next phase of work to develop the initial route options and to identify a preferred route. The work undertaken to date has included the following:
 - Development of a preliminary project justification report. This forecasts an increase of approximately 90% in cycle use in the corridor served by the route, amounting to a 16% increase in overall cycle use in the city if this scheme was delivered. A copy of this report is included in Appendix 2.

- Further assessment and review of the initial route options against a range of objectives, including some relating directly to encouraging cycling and other more general factors including benefits for/impacts on other road user groups and economic, streetscape and deliverability factors. Three key locations were assessed:
 1. Roseburn Terrace;
 2. West End including Haymarket Terrace; and
 3. East End, including routes via York Place or Leith Street.
 - Preparation of outline preliminary designs for the three key locations listed above. These were used to undertake traffic modelling and for stakeholder workshops.
- 3.3 An objective setting workshop was carried out with internal Council stakeholders including representatives from the Transport and Planning departments. This workshop reviewed the initial design options at the three key locations, provided input on the objectives and design concepts and undertook further assessment scoring in relation to factors including taxi provision, equalities, loading and servicing, parking, pedestrians, traffic and sense of place.
- 3.4 A series of design workshops were also undertaken with external stakeholders, with representatives including Spokes, Sustrans, Living Streets, and Local Neighbourhood teams, Community Councils, local resident groups, businesses and cyclists. These workshops included a review of the project objectives and outline design options for the key sections of the route and evaluated these designs against the objectives.
- 3.5 Following the workshops a final set of objectives for the proposed route have been developed. A copy of these objectives can be found in Appendix 3.
- 3.6 The draft proposals were presented and discussed at the Transport Forum on 21 August 2015 and at the Active Travel Forum on 3 September 2015. At the latter meeting the issue of a connection from the route to Lothian Road was raised. It was agreed that proposals for such a connection will be developed for inclusion in the project.

Summary of Proposals and Impacts

- 3.7 Based on these objectives and workshop discussions, a preliminary design of the preferred route has been completed. In summary this provides:
- a. A protected cycleway from Roseburn Terrace, along West Coates and Haymarket Terrace, as far as Roseberry Crescent.
 - b. A link via Roseberry Crescent, Grosvenor Crescent, Palmerston Place and Manor Place to Melville Street.

- c. A further section of protected cycleway along Melville Street, with potential for a major public realm project at the junction of Melville Street/Walker Street. This would rely on securing significant external funding.
- d. A link via Randolph Place to Charlotte Square, where protected cycle provision would lead to George Street.
- e. Protected cycleways from George Street to Picardy Place via North St David Street/York Place and to Waterloo Place via South St David Street/Princes Street.
- f. A route linking to Rutland Square and the International Conference Centre area via Coates Crescent and Canning Street.

These proposals are shown on a summary plan in Appendix 1 and are outlined in more detail in Appendix 4.

3.8 Due to its excellent connections into existing and planned cycle routes at Roseburn and Picardy Place, the provision outlined above would dramatically improve conditions for cycling into and through the city centre from many parts of Edinburgh. These include Roseburn, Carrick Knowe, Corstorphine, Gyle, Broomhouse, Murrayfield, Craighleith, Drylaw, Muirhouse, Silverknowes, Davidson's Mains, Pilton, Leith Walk, Pilrig and Leith. There would also be improvements in connections from other areas such as Lochend, Restalrig and the Southside/Newington via the connection to Waterloo Place.

3.9 Delivering the project as set out above will have some impacts on other road users. Key impacts are as follows:

- a. The need for removal of a westbound bus lane from West Coates and of both bus lanes on Haymarket Terrace. Surveys and modelling suggest that the impacts of these changes will be modest and work is underway to assess potential means of avoiding/minimising additional delays to eastbound buses on Haymarket Terrace.
- b. The need to relocate the taxi rank for Haymarket Station. There are three options for this relocation
 - eastwards towards the main Haymarket Junction.
 - westwards to immediately west of Haymarket Yards.
 - to Dalry Road.

These options are being discussed with taxi operators and other stakeholders.

- c. The need to remove central parking from Melville Street. This will result in a significant reduction in parking spaces on the street. However, as part of the Parking Action Plan it is proposed to introduce shared use parking bays in this area, and as part of this process to convert a number of lengths of yellow line into parking bays. Shared use parking for this area will be taken forward in parallel with the proposed cycle route meaning that the overall net loss of parking is expected to be substantially offset by additional parking being provided on surrounding streets such as Walker Street, Manor Place and Chester Street.

Proposed Consultation

- 3.10 It is proposed to now undertake a full public and stakeholder consultation on the proposals outlined in this report. The public consultation process will include a series of drop in sessions at venues along the route, briefings to local Council ward members, access groups, resident associations and Community Councils. A website and online survey will also be provided to facilitate the submission of responses.
- 3.11 The Council's website and media will be used to enhance awareness of the consultation with as wide a range of the public as possible. Bodies representing public transport, taxi and road freight operators will also be invited to take part. This phase of the consultation is expected to be concluded by the end of 2015.
- 3.12 It is intended to report to the Committee on the outcome of the consultation in early 2016. If the proposed route that emerges from the consultation is approved, a further statutory consultation process will be required as part of the Traffic Regulation Order (TROs) and Redetermination Order (RSOs) requirements. A copy of the proposed programme can be found in Appendix 5.

Funding and Implementation

- 3.13 The Roseburn to Leith Walk route intersects with several other major projects that are at various stages of planning and design, including:
- Leith Walk Improvements;
 - Remodelling of Picardy Place;
 - Resurfacing of York Place footways;
 - St Andrew Square public realm improvements; and
 - George Street public realm improvements.
- 3.14 All these projects are being designed to take account of the Roseburn to Leith Walk proposals.

- 3.15 The current estimated construction cost for the Roseburn to Leith Walk project is approx £9 million. This includes a substantial 'optimism bias' allowance of £2.7 million (44%). This reflects an allowance for unforeseen expenditure and is commensurate with the early stage of development design.

The estimate also includes an allowance of around £1.7M to reconfigure the junction of Melville St and Walker Street, see paragraph 3.6.

It is planned that the route would be constructed in stages over a period of up to four years depending on available budget and linking construction with other projects along the route.

- Stage 1 – Roseburn to Haymarket Terrace
- Stage 2 – Haymarket Terrace to Melville Street
- Stage 3 – Melville Street to Charlotte Square
- Stage 4 – St Andrews Square to Picardy Place/Waterloo Place

- 3.15 Work is underway to assemble a funding package for the project. Subject to further discussions, the following sources of funding are likely to be sought:

- Sustrans Community Links;
- European Union Sustainable Transport Fund; and
- Heritage Lottery or Big Lottery Funding (for Melville Street/Walker Street project).

These would be matched with the funding already budgeted for the various projects outlined in 3.12 and proposed allocations from the Councils Cycling Capital Budget. A copy of the proposed costs can be found in Appendix 6.

- 3.16 Subject to approval of the required TROs and RSOs and other permissions and securing necessary funding, construction of the project could start in the 2017-18 financial year and would be constructed in stages as outlined in 3.14.

Measures of success

- 4.1 The success of the consultation will be measured by the volume and diversity of responses received. Representation is expected from stakeholders, residents, traders and equalities representatives along the proposed route.
- 4.2 This scheme has significant potential to increase levels of walking and cycling in the catchment areas of the route and further afield. The scheme will increase the attractiveness of the route and is expected to increase the numbers of leisure and utility cyclists significantly.
- 4.3 It is proposed to measure levels of use and perceptions of route quality – before and after these routes are implemented.

- 4.4 Given the scale and nature of these projects there is potential for a positive increase in awareness and publicity for cycling in Edinburgh.

Financial impact

- 5.1 The total budget for the design phase of the project to date is £200,000. This consists of £100,000 from the Council's cycling capital budget with the remaining £100,000 being match funded from the Sustrans 'Community Links'.
- 5.2 The cost of the consultation is approximately £20,000. This includes provision of leaflets, public drop in sessions, local community group presentations, and an online survey. These costs are contained within the total budget for the design phase outlined in 5.1.

Risk, policy, compliance and governance impact

- 6.1 The expenditure reported has assisted in the delivery of the Council's Active Travel Action Plan (2010-2020) and in making progress towards achieving the targets it contains. This has also been complementary to a number of other Council policy documents, including the Transport 2030 Vision, the Sustainable Travel Plan and the Open Space Strategy.
- 6.2 There is no significant health and safety, governance, compliance or regulatory implications expected as a result of approving the recommendations of this report.

Equalities impact

- 7.1 An Equalities and Rights Impact Assessment (ERIA) for the Roseburn to Leith Walk cycle route commenced during the initial design phase of the scheme and will be in effect throughout the delivery of the project.
- 7.2 Key equality considerations currently identified include:
- potential impact of design and construction to local stakeholders; and
 - ensure safe and unrestricted access to the new facilities for all path users.

Sustainability impact

- 8.1 A Sustainability Impact Worksheet was completed for this project, which concluded that there are broadly positive sustainable impacts arising from its implementation.

- 8.2 A full Environmental Impact Assessment will be completed as part of the Planning process, during design and consultation.
- 8.3 If the ATAP is implemented successfully, it is expected that there would be positive environmental benefits. The development and potential implementation of this project will assist in the delivery of the ATAP actions relating to walking and cycling.

Consultation and engagement

- 9.1 Stakeholder consultation and engagement has been undertaken as part of the objective setting and design review workshops with internal Council stakeholders including representatives from the Transport and Planning departments. Subsequently, external stakeholder representatives have been engaged with including Spokes, Sustrans, Living Streets, Community Councils, local resident groups, businesses and cyclists.
- 9.2 These workshops included a review of the project objectives, a review of the outline design options for key sections of the route and then considered each of the design options against the objectives.
- 9.3 This report seeks authorisation to commence a formal public consultation and engagement on the preferred route. Details of the proposed consultation and engagement for the proposed route are contained in the main body of the report.

Background reading/external references

[Development of major cycling and walking projects – Transport and Environment Committee, 3 June 2014 \(Item 7.8\).](#)

John Bury

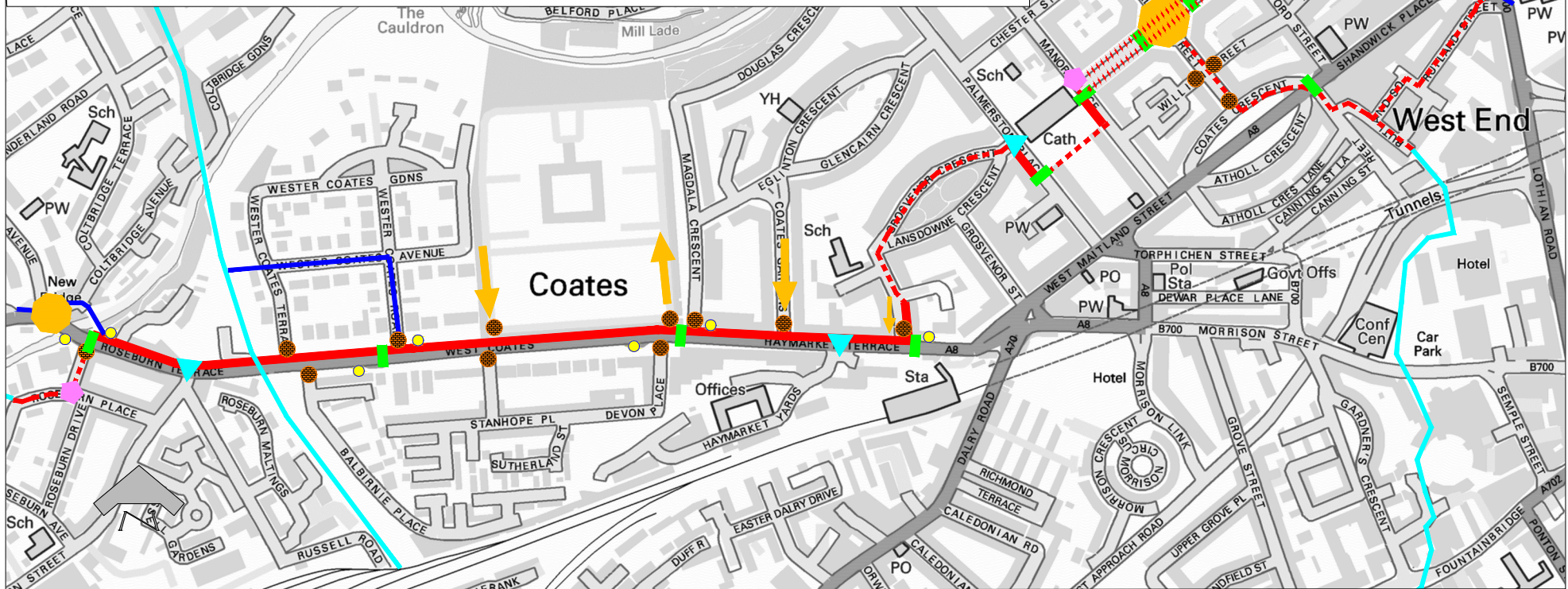
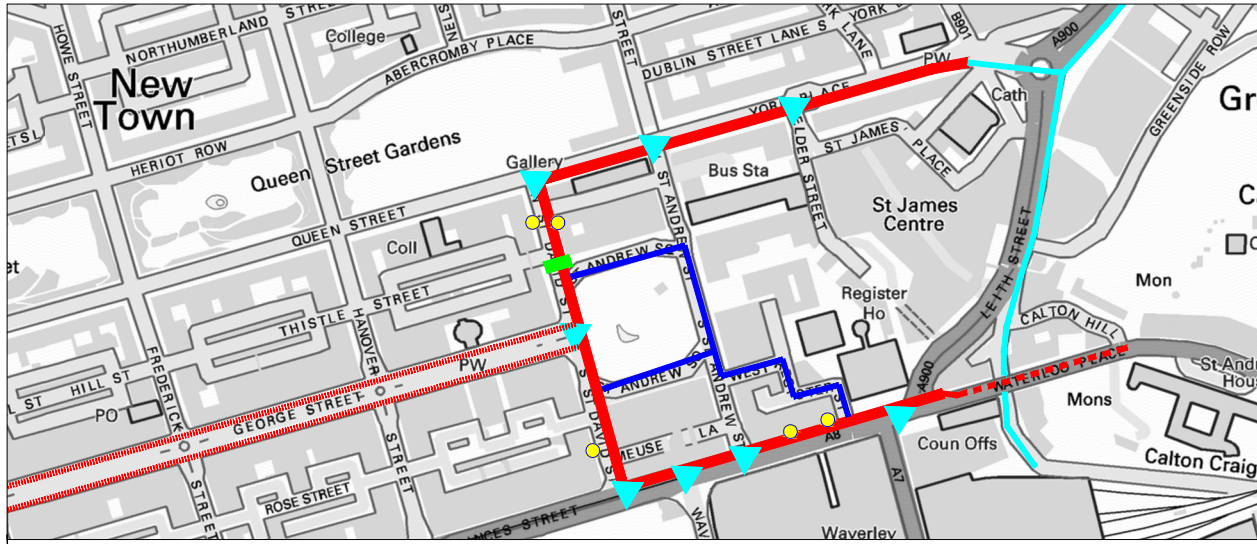
Acting Director of Services for Communities

Contact: Allan Hutcheon, Professional Officer, Projects Development.

E-mail: allan.hutcheon@edinburgh.gov.uk | Tel: 0131 469 3672

Links

Coalition pledges	P43 - Invest in healthy living and fitness advice for those most in need. P45 - Spend 5% of the transport budget on provision for cyclists P50 - Meet greenhouse gas targets, including the national target of 42% by 2020.
Council outcomes	CO5 – Our children and young people are safe from harm or fear of harm, and do not harm others within their communities. CO7 – Edinburgh draws new investment in development and regeneration. CO8 – Edinburgh’s economy creates and sustains job opportunities. CO9 – Edinburgh residents are able to access job opportunities. CO18 – Green - We reduce the local environmental impact of our consumption and production. CO19 – Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm. CO22 - Moving efficiently – Edinburgh has a transport system that improves connectivity and is green, healthy and accessible.
Single Outcome Agreement	SO1 - Edinburgh's Economy Delivers increased investment, jobs and opportunities for all. SO2 - Edinburgh’s citizens experience improved health and wellbeing, with reduced inequalities in health. SO4 - Edinburgh's communities are safer and have improved physical and social fabric.
Appendices	<ol style="list-style-type: none">1 Map of proposed route2 Preliminary project justification report3 Design objectives4 Detailed proposals & design changes5 Project programme6 Cost estimates



Key:-

	Pedestrian/Cyclist Priority Junction 'Copenhagen Style'		2-way Segregated cycle track
	Bus Stop Improvements		1-way Segregated cycle track
	Crossing Improvements - Uncontrolled & Controlled		Quiet Street cycle facilities
	Junction Improvements - Introduction of cycle facilities		Quiet Street links to family network routes
	Proposed Road Closure		Existing/Proposed cycle facilities
	Public Realm junction improvements		Proposed One Way Street

Oct 15 - Hope St - Lothian Road proposals to be developed

Roseburn to Leith Walk Cycle Route

Roseburn to Leith Walk Cycle Links

Preliminary Justification Report (PJR)

December 2014

Executive Summary

Edinburgh has an aspiration to provide a **'Family Network'** standard link from National Cycle Network routes 1, 8 and 9 at Roseburn to the City Centre, extending to Leith Walk.

The Roseburn to Leith Walk cycle link has been designed to help achieve this aspiration, by providing 4km of cycle route along an east-west corridor through Edinburgh city centre. This will improve the city's cycle network and enhance connectivity. In doing so, the project also helps Edinburgh realise its ambition of having a transport system that is **one of the most environmentally friendly, healthiest and most accessible in northern Europe** (Edinburgh's Vision for Transport 2030).

This report forms the Preliminary Justification for the project, part of the development study stage. The report has been produced using the five business cases model (Strategic, Economic, Financial, Commercial and Management).

A cycle demand model developed for this report forecast a potential increase in one-way commuter cycle trips across the route from 1,675 to 3,142 – **an increase of 88%** (1,467). This represents an **increase of 16% in the number of people cycling to work across Edinburgh** to 10,872.

The cycle link has a strong economic case, with the additional cycle demand leading to a **forecast benefit in excess of £20m**. This benefit is comprised largely of health benefits through increased active travel amongst the city's population, as well as wider economic benefits .

Given forecast costs of £6.3m, **the scheme is expected to achieve a BCR of 3.3**.

Stakeholder engagement forms a strong part of the management of the project and the design of the route.

Financially, two key revenue sources have been identified: the Sustrans Community Link Programme and internal CEC funding. The scheme is well aligned with Sustrans' funding requirements.

Contents

1. Introduction
2. Strategic case
3. Economic case
4. Management case
5. Funding case
6. Commercial case
7. Conclusion
8. References

Introduction

Introduction

Edinburgh has an aspiration to provide a 'Family Network' standard link from National Cycle Network routes 1, 8 and 9 at Roseburn to the City Centre, extending to Leith Walk, as detailed in the city's Active Travel Acton Plan. A 'Family Network' standard link is one which is designed for less confident cyclists who may be concerned about safety.

The Roseburn to Leith Walk Cycle Links project has been developed to meet this aspiration and achieve the Council's Vision for sustainable transport in Edinburgh.

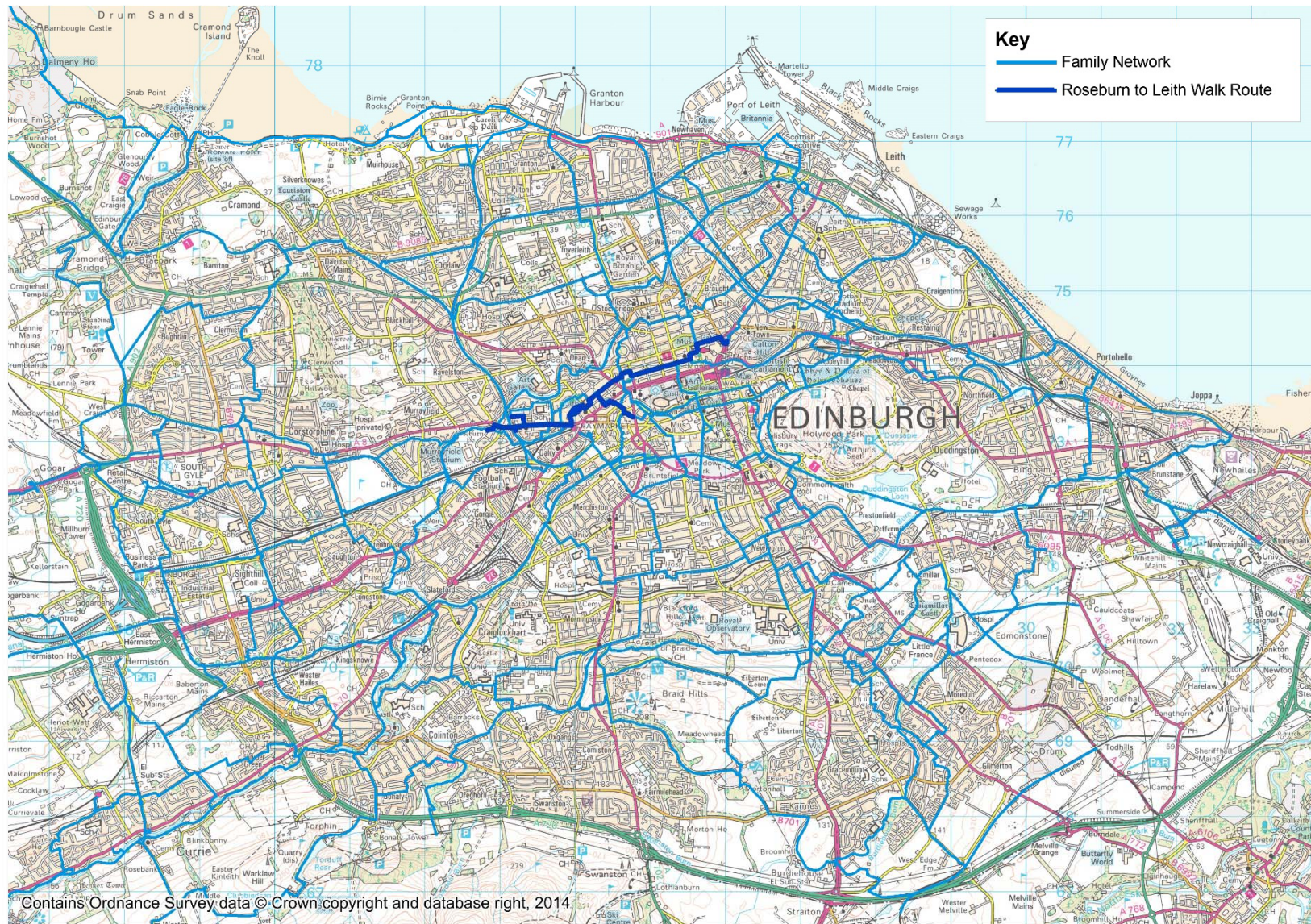
The project is currently at stage two of the development cycle, as detailed below:

- Stage 1 – WSP's Initial Feasibility Study
- **Stage 2 – Atkin's Route Development Study**
- Stage 3 – Detailed design
- Stage 4 - Construction

This reports forms the Preliminary Justification Report for the project, part of the development study stage. The report has been produced using the five business cases model (**Strategic, Economic, Financial, Commercial and Management**).

The location of the route is shown in Figure 1 on the following page.

Figure 1 –Proposed Roseburn to Leith Cycle Route and the Envisaged Family Network



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Strategic Case

Strategic Case

Introduction

Edinburgh aspires to having a transport system that is **one of the most environmentally friendly, healthiest and most accessible in northern Europe** (Edinburgh's Vision for Transport 2030). This falls under the wider Scottish vision that, **by 2020, 10% of everyday journeys taken in Scotland will be by bike** (Cycling Action Plan for Scotland 2013).

Options for active travel throughout the city, in particular cycling, play an integral part of delivering this vision by **reducing car dependency and greenhouse gas emissions**, improving **public health** and **reducing vehicle collisions** and **supporting the economy** by improving access to employment and reducing absenteeism. CEC's aspirations to implement a 20mph zone across the city demonstrates that the city wants to improve the opportunities for undertaking safe and attractive journeys by bike.

To have a transport system that rivals the likes of Copenhagen and Amsterdam, Edinburgh must make a smart choice to invest in active travel modes, such as cycling. In London, a city with a similar ambition to Edinburgh, the Mayor has empowered a Cycling Commissioner to deliver a cycle revolution. Edinburgh wants to drive forward its own 'cycling revolution' building on the strong support from local and national policy.

Edinburgh has the highest cycling levels of all urban areas in Scotland, yet cycling in Edinburgh still only makes up around*:

- 2% of all trips, as the main mode;
- 2% of child journeys to school; and
- 6% of journeys to work.

There is however great potential to increase cycling:

- 29% of all journeys are 2 to 5 km long (a 10 to 20 minute bike ride); and
- 14% journeys are 5 to 10 km long (a 20 to 40 minute bike ride).

* Scottish Household Survey, 2007-08. These figures include journeys under quarter of a mile/five minutes duration.

Strategic Case

What is driving the project?

Edinburgh already has the highest levels of cycling and walking of any city in Scotland, with the Council keen to work from this strength, with an objective **to increase the numbers of people in Edinburgh walking and cycling, both as means of transport and for pleasure** (Active Travel Action Plan, 2013).



A pre-requisite of meeting this objective and delivering a cycle friendly city is having a dense network of safe and accessible cycle routes. The Leith Walk cycle link, delivered in 2014, was a significant step in building up a comprehensive network of routes to attract growth in cycling, receiving strong support from the local community during consultation. The proposed scheme builds on this momentum by providing a new east-west cycle route across the city centre that will better connect cyclists with existing cycle routes.

Local attitudes to cycling

A Travel Behaviour Survey was undertaken in Edinburgh in 2014, it found:

- 12% of residents cycle at least once a week, whilst 41% state that Edinburgh is easy to get around by bicycle.
- However, half of residents feel unsafe cycling because of traffic, with 14% believing cycle routes were not adequate.

These findings show **there is a strong cycling base in the city but demand is potentially suppressed due to safety fears**. As such, there is a strong opportunity to improve the city's cycle network and this can drive significant increases in cycling across the city.

Strategic Case

Scheme Objective

The objective of the Roseburn to Leith Walk cycle link is to **provide the missing cycle link between Roseburn and Leith Walk, delivering a safe, family network route across the city centre.**

Option Generation

An initial feasibility study of the route options available to complete the missing link was undertaken by WSP, taking into consideration multiple criteria including directness, safety, cost and deliverability factors. This assessment resulted in a proposed scheme route alignment, as shown in Figure 1.

Proposed Scheme

The proposed scheme comprises over 4 kilometres of cycle route and has been designed to:

- Deliver a **high quality cycling facility** (including elements of segregating cyclists from motor traffic)
- Improve **cycle connectivity** across the city by being fully integrated with the existing cycle/pedestrian network and thereby completing the missing link in the network
- **Integrate** with the newly upgraded cycle link on Leith Walk and the streetscape improvements along George Street
- Provide **safer, more direct and convenient city centre access** to key destinations in the city centre, by bike

The scheme will be supported in its success through a well funded marketing campaign, led by the Council, to encourage the uptake of cycling in the city.

Strategic Case

Design Criteria

The route's facilities will be designed to meet the needs of cyclists. The design criteria used to create a high quality cycle route are illustrated below.



Safety

Collision risk, feeling of safety & social safety



Directness

Journey time, value of time & deviation



Coherence

Connections & wayfinding



Comfort

Surface quality, material, effective width, gradient, directions & undulations



Attractiveness

Impact on walking, greening, air quality, noise pollution, minimise street clutter & secure cycle parking

Strategic Case

Policy Alignment

The table below summarises the significant Policy support for cycling. It clearly shows that enhancing cycle infrastructure in Edinburgh aligns with CEC and national policy.

Strategic aims for cycling →	A sustainable transport network with a well connected, accessible cycle network	Reduce transport's contribution to greenhouse gas emissions	Improve health by encouraging active modes of travel and improving local air quality	Support the local economy by providing access to employment, amenities and services	Provide reliable journey times for users	Increase cycle modal share	A safe and secure cycle network
Key policy documents ↓							
Transport 2030 Vision	✓	✓	✓	✓	✓	✓	✓
Local Transport Strategy 2014-2019	✓	✓	✓	✓	✓	✓	✓
Active Travel Action Plan	✓	✓	✓	✓		✓	✓
Cycle Action Plan for Scotland 2013	✓	✓	✓	✓		✓	✓
Cycle by Design 2010	✓	✓	✓	✓			✓

Economic Case

Economic Case

Introduction

The economic case presents the forecast value for money of the scheme in the form of a **Benefit Cost Ratio** (BCR). The scheme's **potential trip generation** has been determined through a cycle demand model. The forecast cycle trip generation has been used to estimate changes to the following impacts:

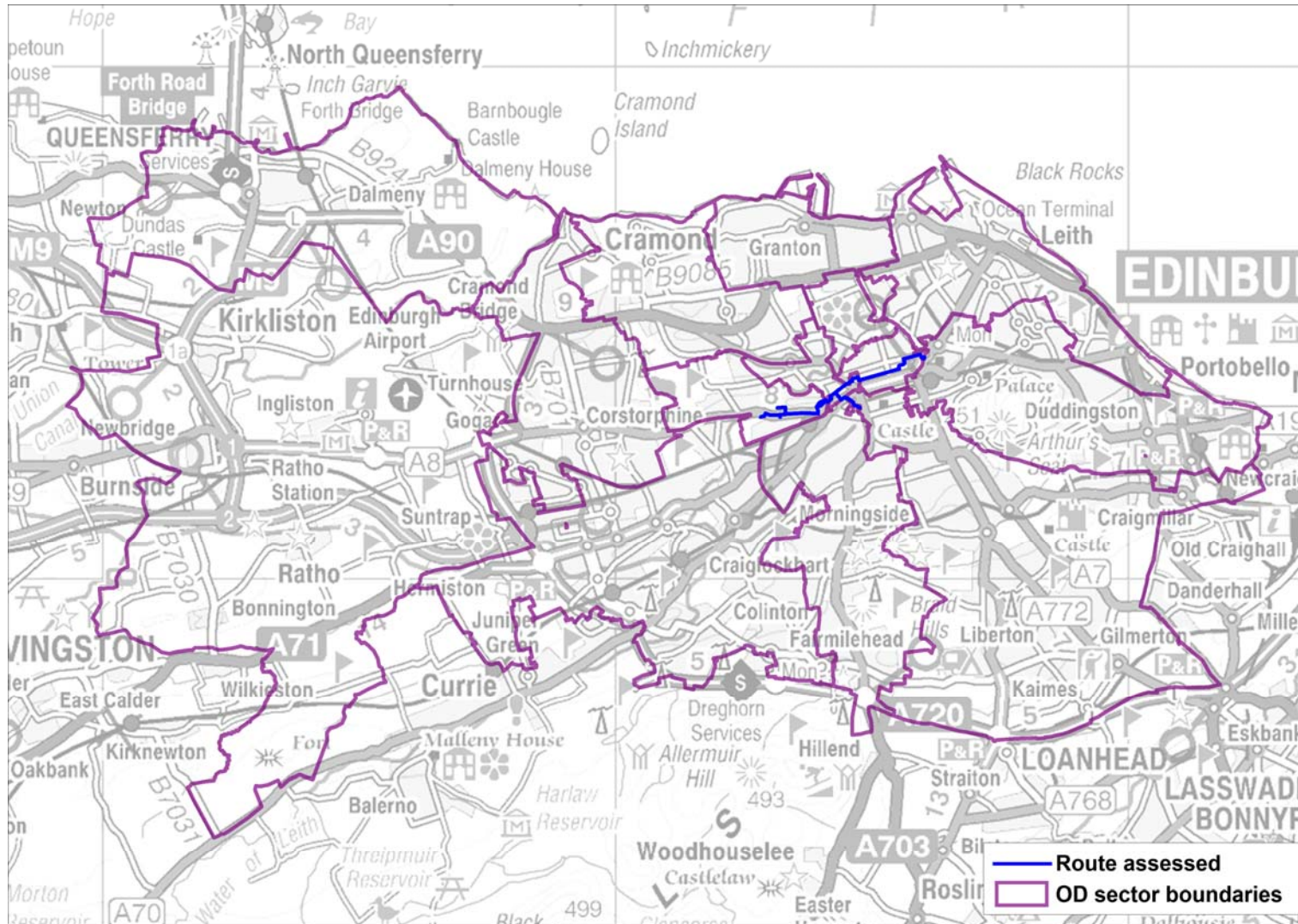
- Public Health
- Absenteeism
- Journey quality
- Cycle collisions
- Gross cycling product
- Marginal external costs

Assumptions

- The route assessed and OD sectors are as shown in Figure 2
- Costs and optimism bias proportions are as provided by City of Edinburgh Council for the route being assessed
- There are no cycle facilities along the route corridor in the base scenario, with the scheme providing a high quality cycle track along the route
- The cycling demand model assumes that the utility of all modes except cycling remain unchanged
- Benefits are forecast based on a 10 year scheme life, the period typically used for UK cycling scheme appraisal¹
- All figures presented are 2010 prices, with a 3.5% discount rate

Economic Case

Figure 2 – OD Sectors and Route Assessed



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Economic Case

Cost

The initial feasibility study for the route (undertaken by WSP), forecast the total scheme cost to be £6.3m, including a 44% optimism bias on construction costs and 32% optimism bias on design costs.

These costs are considered to be robust for this stage of scheme development, and with the inclusion of optimism bias are likely to be an overestimate of the actual outturn costs of the scheme. Further refinement of the scheme costs will be undertaken for inclusion in the Final Justification Report.

Economic Case

Benefits: Forecasting Potential Demand

Methodology: Commuter Cyclists

The potential demand impact of the scheme has been estimated using a disaggregate mode choice model derived by Wardman, Tight and Page (2007)², to **forecast the impact of improvements in the attractiveness of cycling for commuting trips** of 7.5 miles or less. The model uses the current base proportion of population who cycle between Origins and Destinations (ODs) that may make use the route (e.g. Haymarket to Regent Gardens) and, based on the level of cycling provision created, can provide an estimated 'post scheme' proportion of local population cycling for commuting trips.

The following inputs have been used in the model:

- 2001 Census travel to work OD data has been used to establish those trips that would pass through the route corridor
- 2011 Census journey to work mode and economically active population data to factor the 2001 Census data to 2011 levels, whilst retaining the 2001 OD movements

The average cycling speed along the route is assumed to be a moderate 14km/hr, meaning that a one-way trip along the route would take approximately 17 minutes.

It is important to note that this cycling demand model assumes that the utility of all modes except cycling remain unchanged.

Economic Case

Benefits: Forecasting Potential Demand

Methodology: Weekday Non-Commuting Cyclists

The number of weekday non-commuting cyclists has been estimated using 12 hour observed cycle count data for Leith Walk. The ratio between cyclists travelling during the AM peak and those travelling during the inter-peak was calculated and applied to the predicted number of inbound commuter trips in the demand model. This provided estimates for both the existing weekday non-commuting trips and those generated by the scheme.

Methodology: Weekend Non-Commuting Cyclists

The number of weekend non-commuting cyclists has been estimated using Route User Intercept Survey cycle count data for three sites within Edinburgh City Centre. The surveys were undertaken on weekdays and weekends, providing a ratio of weekday to weekend trips which has been applied to the number of commuter and weekday non-commuting cyclists previously calculated as using the route.

Economic Case

Benefits: Forecasting Potential Demand

Results: Commuter Cyclists

Census data indicates that for trips along the route corridor, the base number of one-way commuter cycle trips is 1,675. **Based on the scheme improvements, the potential number of one-way commuter cycle trips is 3,142, an additional 1,467 (88% increase) one-way commuter trips on the route.**

The additional trips represent an increase of 16% in the number of people cycling to work across the whole of Edinburgh. This equates to a change in cyclists from 9,405 to 10,872.

Results: Weekday Non-Commuting Cyclists

The base number of one-way weekday non-commuting cyclists along the route corridor or parallel routes is 1,660. The model forecasts an additional 1,454 cyclists will use the route as a result of the improvements, an increase of 88%.

Results: Weekend Non-Commuting Cyclists

The base number of one-way weekend non-commuting cyclists along the route corridor is 1,928. The model forecasts an additional 1,688 cyclists will use the route as a result of the improvements, an increase of 88%.

The model results have been used to quantify the forecast scheme benefits, as detailed on the following slides.

Economic Case

Benefits: Health

Methodology

The World Health Organisation (WHO) has developed a Health Economic Assessment Tool³ (HEAT) that calculates the economic benefit of preventing early mortality by increasing the number of people regularly exercising through cycling. The tool requires estimates of the number of new cyclists as a result of the scheme; the time per day they will spend active; and mortality rates applicable to the group affected by the scheme. The tool then provides an economic benefit of reduced mortality based on the value of a prevented fatality.

The estimated increase in regular commuter (1,467), weekday non-commuting (1,454) and weekend non-commuting (1,688) cyclists have been input into the HEAT tool. It has been assumed that commuter cyclist journeys would be two way trips and that commuters cycle this amount on 124 days per year (the default amount suggested by the WHO, based on empirical research). Additional weekday and weekend non-commuting trips are assumed to be one way trips (they would return by another route or another mode). Weekday non-commuting trips are assumed to occur on 124 days per year, whilst weekend non-commuting trips on 50 days per year.

Economic Case

Benefits: Health

Results

The results of the HEAT calculation are presented below, showing a total health benefit of £13.2m over a 10 year scheme life.

	Health benefit
Commuter cyclist	£7,765,000
Weekday non-commuting cyclist	£3,848,000
Weekend non-commuting cyclist	£1,544,000
Total	£13,157,000

Economic Case

Benefits: Absenteeism

Research carried out by the WHO (2003)⁴ found that absenteeism from work is expected to decrease when more people cycle to work. Moderate physical activity is seen to lead to a reduction in sick days taken from work and hence provides a benefit to the employer. This is in addition to the benefit of better health for the individual.

The average rate of absenteeism per worker, due to sickness or minor illness in the UK labour force is 4.4 days (ONS, 2014)⁵.

Research by the WHO suggests an expected reduction in absenteeism from increased cycling or walking of 6% based on 30 minutes of exercise per day. Extrapolating this to apply to the forecast average of 33 minutes exercise per day for new commuter cyclists using the route (two one-way journeys) leads to an average reduction in absenteeism of 6.6% (to 4.1 days per cyclist).

Applying this absenteeism reduction to the number of commuter cyclists and factoring in WebTAG values of time (£27.07 per hour⁶) and average working hours (32 hours per week⁷), provides a **scheme life absenteeism saving of £741,181**.

Economic Case

Benefits: Cycle collisions

Methodology

- By isolating the personal injury collisions (PICs) involving cyclists, it is possible to estimate the predicted increase or decrease in cycle collisions as a result of the scheme. PIC data obtained from the Department for Transport identified 17 personal injury collisions involving cyclists along the proposed route alignment in the five years from 2009 to 2013. Four of these collisions were classed as serious severity and 13 as slight. The majority of the collisions occurred along George Street and the A8 West Coates.
- The scheme will lead to an increase in the number of cyclists along the route, meaning that despite the safety improvements resulting from the provision of a cycle track, there is a risk that the number of cycle collisions will increase when the scheme is implemented due to the increase in cycle activity.
- Empirical research undertaken by Jacobsen (2003) has shown that increasing levels of cycling does not result in an equivalent increase in the numbers of collisions involving cyclists (all other things being equal). This research indicated that a doubling of cycle numbers would lead to a 32% increase in cycle related collisions – meaning the cycle collision rate would decrease. This relationship has been applied to the 88% increase in cyclists forecast on the route as a result of the scheme, with the results presented on the following slide.

Economic Case

Benefits: Cycle collisions

Results

The forecast change in annual average cycle collisions is presented in the table below, revealing that the number of cycle collisions is expected to increase as a result of the scheme as a result of the significant rise in cyclists on the route.

Scenario	Collision Severity			
	Slight	Serious	Fatal	Total
Base	2.6	0.8	0.0	3.4
With scheme	6.4	2.0	0.0	8.4
Change	+3.8	+1.2	-	+5.0

Monetising these benefits using values detailed in WebTAG Table A 4.1.3 produces a forecast monetised **disbenefit of £3,169,663 across the scheme life.**

It should be noted that the change in collision rate does not account for the fact that cyclists will now be using a segregated route rather than existing non-segregated routes. Consequently the calculations present a pessimistic forecast in terms of safety impacts.

Economic Case

Benefits: Journey Quality

Methodology

Whilst many factors influence journey quality, for cyclists the fear of potential collisions is a significant factor. As the fear of a collision is influenced by the concerns about road safety, schemes that include segregated cycle tracks and improvements to intimidating junctions greatly improve cycle journey quality.

Journey quality is calculated on the basis of values as presented in TAG Data Book A4.1.67. This table provides a benefit for the provision of a new on-road segregated cycle lane of 2.99 pence per minute experienced (2010 prices). As the impact is experienced by existing users the most, current users of the route experience the full value of the benefit (2.99p) whereas, new cyclists only experience half of the benefit (1.50p).

It has been assumed that commuter and weekday non-commuting cyclists receive the journey quality time benefits on 124 days per year, whilst weekend non-commuting cyclists received the benefit on 50 days per year.

Results

These values were applied to the existing and additional cycling trips along the scheme route for commuter and cycle trips. The results of this indicate a **journey quality benefit of £3,282,123 over the 10 year scheme life.**

Economic Case

Benefits: Gross Cycling Product

Research suggests that cycling benefits the local economy and a national study carried out by the London School of Economics (LSE) in 2010⁸ concluded that each cyclist contributes a Gross Cycling Product (GCP) of £230 per year to the economy. This research was supported by a European wide study⁹ which found that cycling delivers wider economic benefits in terms of supporting jobs and driving tourism – with cycling having a greater employment intensity than any other transport sub-sector.

Applying the findings of the LSE study to the forecast increase in cycling, **the scheme will generate a GCP benefit of £5,753,218 over the 10 year scheme life.**

Benefits: Marginal External Costs

Methodology

The scheme will lead to modal shift towards cycling amongst commuters. Where this shift is away from cars, there will be benefits to reduced car use in the form of decongestion, car collision, greenhouse gas, air quality, noise and indirect tax benefits. These benefits have been estimated using the Marginal External Cost (MEC) method, based on the forecast reduction in car kilometres as a result of the scheme.

The number of new commuter cycling trips has been applied to the current proportion of car trips on the scheme route to give an estimated reduction of car trips as a result of the scheme. For the purpose of this report, any car trips that have been replaced by cycle trips are assumed to be 5km. This gives a total reduction of car km of 660,619 per annum.

The estimated reduction in car km is then used to calculate the MEC benefits using figures outlined in TAG Data Book Table A 5.4.2, as presented in the results table on the following slide.

Economic Case

Benefits: Marginal External Costs

Results

The MEC benefits forecast as a result of the scheme total £1,086,167 across the 10 year scheme life, as presented below.

Cost Type	Benefit
Noise	£11,314
Infrastructure	£5,657
Local air quality	£5,657
Greenhouse gases	£56,571
Car collisions	£169,714
Economic efficiency: consumer users (commuting)	£1,159,710
Wider public finances (indirect taxation revenues)	-£322,456
Total	£1,086,167

Economic Case

Other Benefits

A number of other, non-quantified benefits will be delivered by the scheme, including:

- There will potentially be an improvement in journey time reliability for cyclists as they may be less affected by delays than other forms of traffic, particularly during the morning and evening peak hours.
- General improvements to the public realm and streetscape, enhancing the quality of life in Edinburgh. A survey of cyclists, car drivers and pedestrians on George Street following the implementation of a trial one-way traffic system and changes to pedestrian and cycle facilities show strong support for the improvements, with 88% of respondents stating that changes had made the area more attractive.
- As discussed in the Strategic Case, the scheme will support a wider cultural shift in Edinburgh towards the use of cycles by enhancing the city's cycle network and building on the momentum of the Leith Walk cycle improvements.

Economic Case

Benefit Cost Ratio

The table below presents a summary of the forecast PVB and PVC of the scheme, presenting the scheme's **BCR of 3.3**.

Present Value of Benefits:	£15,096,808
Health Benefits	£13,157,000
Business Benefits (Absenteeism)	£741,181
User Benefits (Journey Quality & Journey Time Saving)	£3,282,123
Cycle collisions	-£3,169,663
Marginal external costs	£1,086,167
Present Value of Costs	£6,324,242
Net Present Value	£8,772,566
Benefit Cost Ratio	2.39
Wider Economic Benefit (Gross Cycling Product)	£5,753,218
Net Present Value inc. Wider Economic Benefit	£14,525,784
Benefit Cost Ratio inc. Wider Economic Benefit	3.30

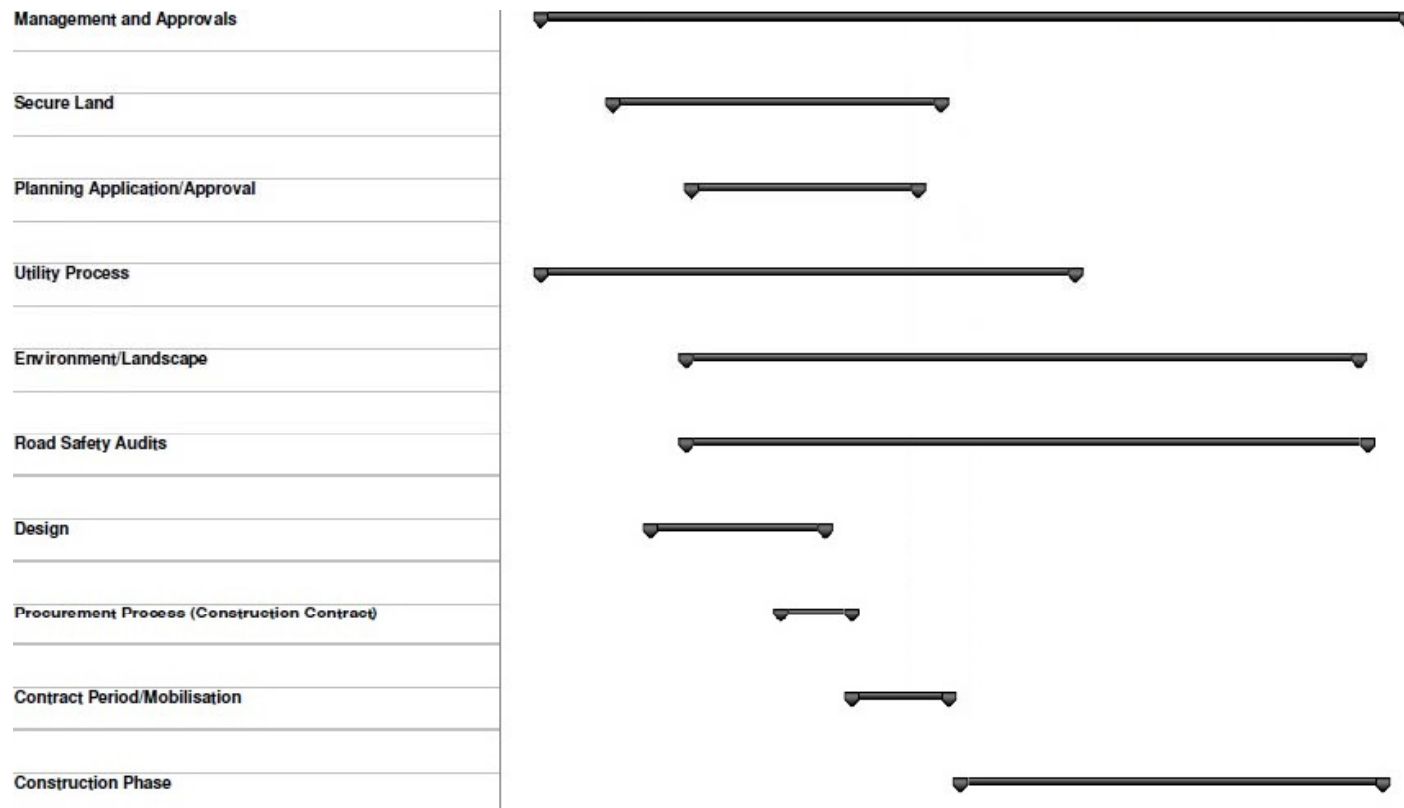
Management Case

Management Case

The management case details how the scheme will be delivered by CEC.

Programme

The envisaged key stage in project delivery are shown in the programme below. **UPDATE THE PROGRAMME**



Management Case

Resourcing

- A detailed resource plan will be produced at the outset of the project, which will be managed and updated as changes to the requirements occur.
- Appropriate additional resources will be acquired where forecast resource need is greater than available resource need.
- Senior staff within the project team will be maintained to provide continuity and development of skills and experience. This is important to effectively managing the shifting political landscape against which the project needs to be delivered.

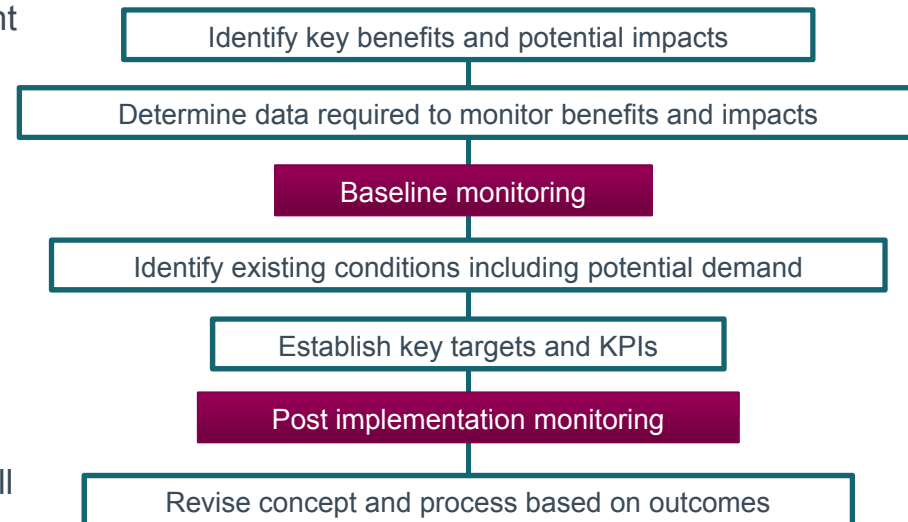
Risk

Project risks will be mitigated by further development of the design at the appropriate stages, including risks for the supplier to address during the implementation stage and risks to be retained as a client responsibility. Value engineering will be undertaken to optimise value and reduce risk.

Benefits Realisation

A Benefits Management Strategy will identify what the benefits of the scheme will be, how they should be quantified and measured, the systems and processes to be used to track progress, and who will be responsible for benefits realisation and assessment. The flow chart opposite summarises the benefits realisation strategy approach.

Benefits Realisation Strategy Approach

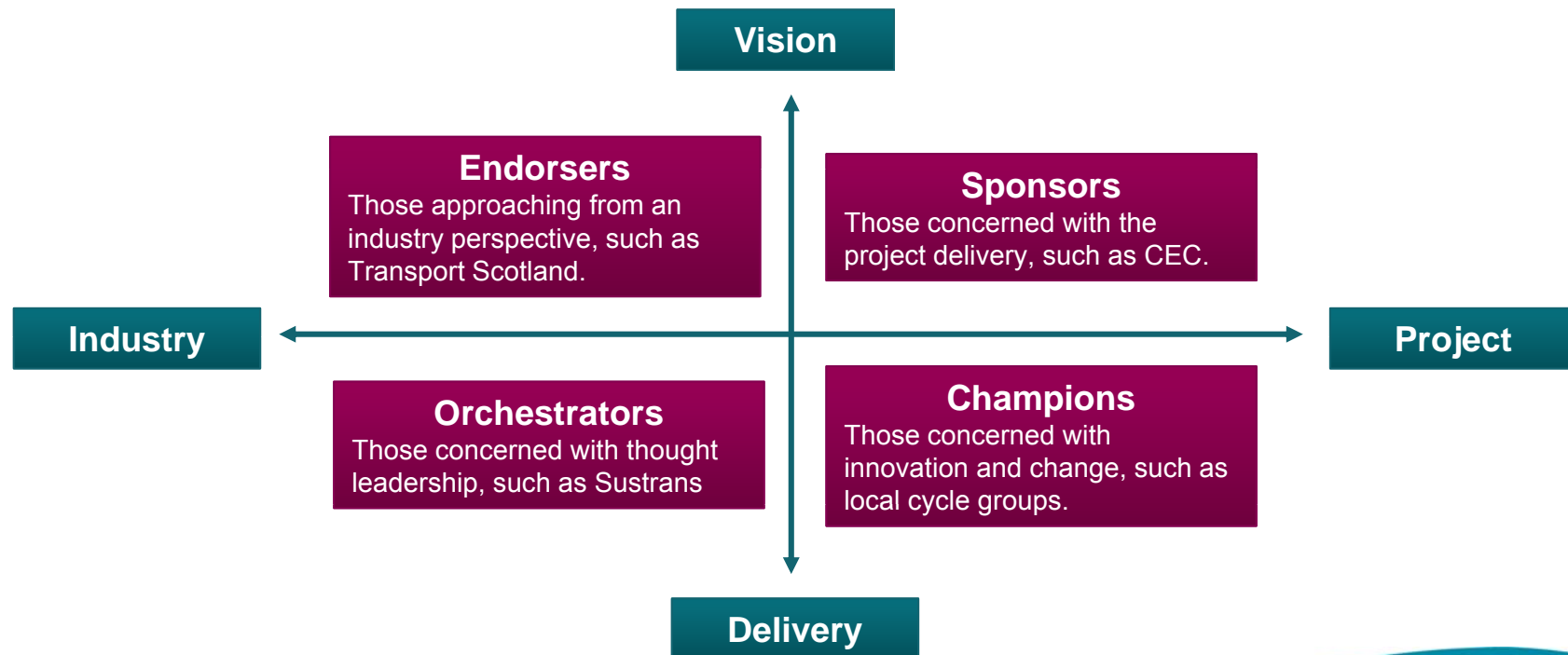


Management Case

Stakeholder Management

Appropriate activities will be held to ensure that the views and requirements of stakeholders are explored and recorded, in line with the 'Consulting Edinburgh framework'. This stakeholder engagement process will help inform the development of the route.

Stakeholders will be managed using the approach presented below.



Financial Case

Financial Case

The financial case sets out how CEC will source funds for the scheme, including an assessment of the affordability and financial risks involved.

Funding Sources

CEC has identified the Sustrans Community Links Programme and internal funding programmes to finance the scheme.

The Sustrans Community Links Programme provides funding to help local authorities meet Transport Scotland's vision for cycling, as set out in the Cycling Action Plan for Scotland. This programme has the potential to provide up to 50% of the scheme's funding. An assessment of the scheme's alignment with the programme's scoring criteria is provided on the following slides, showing the scheme as being strongly aligned with the purposes of the Community Links Programme.

Internal CEC funding is usually sought by presenting a robust business case to the management.

Opportunities for third party funding will be investigated.

Financial Risk Management

Approaches to managing the project's financial risk are as outlined in the management case.

Financial Case

Sustrans Community Links Programme funding: scheme alignment with general criteria

Sustrans criteria	Scheme alignment
Meet an identified community demand	There is strong support in Edinburgh for an improvement in cycle facilities, reflected in the city's key planning documents - the Transport Strategy and Active Travel Action Plan.
Provision of direct, convenient and attractive cycling to places people want to go to everyday.	The scheme will provide the 'missing link' across Edinburgh city centre , connecting communities with the commercial heart of the city. The route has been designed in line with the five core design principles in Transport Scotland's Cycling by Design guidance: Safety, Coherence, Directness, Comfort and Attractiveness. Demand modelling has shown there will be a significant increase in cyclists as a result of the scheme.
Large projects should include a monitoring and evaluation process.	A Benefits Management Strategy will identify what the benefits of the scheme will be, how they should be quantified and measured, the systems and processes to be used to track progress, and who will be responsible for benefits realisation and assessment.
Show evidence of community need and/or support for the improvements	The strategic case shows the strong local support for the scheme, with Edinburgh's Transport Strategy and Active Travel Action Plan supporting improved cycle connectivity in the city.

Financial Case

Sustrans Community Links Programme funding: scheme alignment with deliverability scoring criteria

Sustrans criteria (total available marks)	Detailed description of Scoring Criteria	Scheme alignment
Certainty of match funding (10)	<p>Match funding is an essential component of the programme and can directly affect the deliverability of the project:</p> <ul style="list-style-type: none"> • 0 marks if no match funding has been identified • 5 marks if the match funding has been applied for but not yet confirmed • 10 marks if the match funding is secure and already in place 	CEC have identified potential internal finances to provide match funding.
Required permissions (10)	<p>Has landowner consent, planning permission and necessary legal requirements obtained; and Traffic Regulation Orders granted and in place to allow the project to be delivered?</p> <ul style="list-style-type: none"> • Scored on a scale of 1 to 10 on how far the required permissions are progressed 	It is intended that necessary permissions will be gained.
Advancement of the design (10)	<ul style="list-style-type: none"> • 0 marks where no design is in place or no drawings are presented • 5 Marks where an outline design or options are presented • 10 marks when a project is fully designed up and ready to go <p>Where the application is for a design project, or a design and build project, award 10 marks so that all applications are considered on a level playing field.</p>	A preferred route alignment has been identified, with an outline design in the process of being developed.

Financial Case

Sustrans Community Links Programme funding: scheme alignment with quality scoring criteria

Sustrans criteria (total available marks)	Detailed description of Scoring Criteria	Scheme alignment
Evidence of community need & demand (10)	<p>Project has links to a wider community objective, e.g. School Travel Plans, Core Path Plans, Local Transport Strategies, Local walking and or cycling strategies, as detailed in criteria two:</p> <ul style="list-style-type: none"> • Scored on a scale of 1 to 10 on how central the project is to achieving wider objectives 	<p>The strategic case shows the strong local support for the scheme, with Edinburgh's Transport Strategy and Active Travel Action Plan supporting improved cycle connectivity in the city. The scheme is of great importance for providing the 'missing link' in Edinburgh's cycle network and in growing the Family Network.</p>
Creates an effective everyday link or provides a series of significant local interventions (10)	<p>Project creates a link between a community and places people want to make a journey to:</p> <ul style="list-style-type: none"> • educational institutions • public transport interchanges • healthcare facility • recreational facility • shopping centres • leisure centres • places of employment • residential areas • town centres • Other (must be specifically defined in the funding application) <p>Scored on a scale of 1 to 10 on how central the project is to achieving wider objectives.</p>	<p>The scheme will provide the 'missing link' across Edinburgh city centre, connecting communities with the commercial heart of the city. The route passes transport interchanges (Haymarket Station) and areas of shopping and employment. It also connects communities to the east and west of the city centre. The link is designed as a Family Network route, suitable for cyclists of all capabilities, thereby providing an effective everyday link for non-commuting and commuter cyclists.</p>
Offers a significant choice for active travel and everyday purposeful journeys (10)	<p>How likely is it that the project will encourage active travel and increase modal share for walking and cycling on every day journeys?</p> <p>Scored on a scale of 1 to 10.</p>	<p>The scheme will encourage the uptake of cyclist across the city, with demand forecasting showing the potential for a significant increase in cyclists. Given the nature of the route, there is an opportunity for people currently deterred from cycling because of perceived safety issues to shift towards the use of cycling.</p>

Financial Case

Sustrans Community Links Programme funding: scheme alignment with quality scoring criteria

Sustrans criteria (total available marks)	Detailed description of Scoring Criteria	Scheme alignment
Community Engagement (10)	<p>Demonstrated level of community engagement:</p> <ul style="list-style-type: none"> • Level 1: Informing – 0 marks • Level 2: Consulting – 5 marks • Level 3: Partnership – 10 marks <p>Please refer to Appendix A of the Community Links guidance for information on community engagement.</p>	A series of stakeholder workshops will be held. Participant views will be used to inform the development of the route.
Design Standards (15)	<ul style="list-style-type: none"> • 0 – If the project does not meet basic standards • 5 marks – Mostly meets Designing Streets or Cycling by Design standards but due to land constraints is limited in some way, within reason (e.g. to avoid damaging trees or because of land constraints) • 10 marks – Meets all of Designing Streets or Cycling by Design standards • 15 marks – Exemplar infrastructure which goes beyond the minimum requirements <p>Note: Saving funds is not an acceptable reason for sub-standard design where the project is otherwise unconstrained but may be acceptable where costs are disproportionate to benefits.</p>	<p>The scheme is being designed in accordance with the 5 Core Design Principles from Transport Scotland's Cycling by Design Guidance:</p> <ul style="list-style-type: none"> • Safety • Coherence • Directness • Comfort • Attractiveness. <p>Application of these principles is shown in the scheme design.</p>
People focused measures (behaviour change) (15)	<ul style="list-style-type: none"> • 0 Marks if the project involves no behaviour change measures • 5 marks if only limited behaviour change interventions are present • 10 marks if behaviour change measures are present such as signage, promotional aspects and enhanced community engagement • 15 marks if the project has a comprehensive behaviour change strategy to coincide with the capital works 	<p>The scheme will be supported in its success through a well funded marketing campaign, led by the Council, to encourage the uptake of cycling in the city. Edinburgh's Active Travel Marketing Strategy 2013-2018 provides the framework for this behavioural change programme.</p>

Financial Case

Sustrans Community Links Programme funding: scheme alignment with quality scoring criteria

Sustrans criteria (total available marks)	Detailed description of Scoring Criteria	Scheme alignment
Includes innovative and imaginative concepts (10)	<p>Scored on a scale of 1 to 10 on how effectively your project includes approaches and concepts such as the following:</p> <ul style="list-style-type: none"> • Significant people focused enhancements to the local environment • Innovative design, over and above standard practice • Enhanced and innovative signage and interpretation boards • Ecological enhancement such as native species planting or seeding • Other innovative and imaginative concepts 	The design approach is described in the scheme design layouts.
Supports development of the National Cycle Network (10)	<ul style="list-style-type: none"> • 0 marks may be given where the project does not have any relationship to the NCN • 5 marks may be given where the project has a direct relationship with the NCN (e.g. links directly to the NCN or a local route which itself links to the NCN) • 10 marks may be given for a project which forms a direct part of the NCN. 	The proposed scheme alignment forms a part of NCN Routes 1 and 75, directly improving the NCN.
Links to the outcomes set out within CAPS (20)	Scored on a scale of 1 to 20 on how your project meets the outcomes within CAPS.	The scheme supports the CAPS outcomes by directly improving the quantity and quality of cycle infrastructure in Edinburgh, thereby encouraging a change in travel behaviour across the city. Additionally, the route has been designed to a Family Network standard, safe for cyclists of all experience levels.

Commercial Case

Commercial Case

The commercial case details the procurement strategy for the project.

A procurement plan will be developed with the aid of CEC's procurement department, with the route to market through the Public Contracts Scotland and possibly using Scotland Excel Framework.

Commercial risk will be managed as per the management case.

Conclusions

Conclusions

The Roseburn to Leith Walk cycle link provide 4km of cycle route along an east-west corridor through Edinburgh city centre, improving the city's cycle infrastructure and enhancing connectivity. In doing so, the project supports Edinburgh's ambition to be ***one of the most environmentally friendly, healthiest and most accessible in northern Europe*** (Edinburgh's Vision for Transport 2030).

A cycle demand model developed for this report forecast a potential increase in one-way commuter cycle trips across the route from 1,675 to 3,142 – **an increase of 88%** (1,467). This represents **an increase of 16% in the number of people cycling to work across Edinburgh** to 10,872.

The cycle link has a strong economic case, with the additional cycle demand leading to a **forecast benefit in excess of £20m**. This benefit is comprised largely of health benefits through increased active travel amongst the city's population, as well as wider economic benefits (the gross cycling product).

Given forecast costs of £6.3m, **the scheme is expected to achieve a BCR of 3.3**.

Stakeholder engagement forms a strong part of the management of the project and the design of the route.

Financially, two key revenue sources have been identified: the Sustrans Community Link Programme and internal CEC funding. The scheme is well aligned with Sustrans' funding requirements.

References

References

1 – Department for Transport (2014) Claiming the Health Dividend: A summary and discussion of value for money estimates from studies of investment in walking and cycling.

2 – Wardman, Tight and Page (2007), Factors influencing the propensity to cycle to work. Institute of Transport Studies, University of Leeds.

3 – The World Health Organisation (WHO), Health Economic Assessment Tool (HEAT) – available online at: <http://www.heatwalkingcycling.org/index.php>

4 – World Health Organisation (WHO) (2003) '*Physical Activity Fact Sheet*'

5 – ONS, 2014 - http://www.ons.gov.uk/ons/dcp171776_353899.pdf

6 – WebTAG Data Book Table A1.3.1

7 – Calculated using ONS data - <http://www.ons.gov.uk/ons/rel/lms/labour-market-statistics/november-2014/table-a01.xls>

8 – London School of Economics (2010) - <http://eprints.lse.ac.uk/38063/1/BritishCyclingEconomy.pdf>

9 - Europe's cycling economy has created 650,000 jobs (2014, The Guardian)
<http://www.theguardian.com/lifeandstyle/2014/nov/12/europes-cycling-economy-has-created-650000-jobs>

Appendix 3

Roseburn to Leith Walk cycle route – Design objectives

Create a high quality cycle route
Create a continuous cycle route of a standard that will feel safe to a wide sector of the population, not just existing regular cyclists. <ul style="list-style-type: none">• Meet cycle route objectives of safety, comfort, attractiveness.• Integrate with planned segregated facilities on Leith Walk and George Street and with the wider Edinburgh Family Network.
Enhance streets as a places
To enhance streets as places that people can enjoy and use for activities other than movement: To respect the positive qualities of the built environment, especially the World Heritage Site
Improve streets for pedestrians
Create a good quality, safe and attractive environment for pedestrians: <ul style="list-style-type: none">• Walking standing and sitting, including waiting at stops,• Accessing facilities and services
Comply with equality requirements
Ensure the City of Edinburgh meets its obligations under Equalities legislation.
Complement the Tram
Ensure tram reliability, Maintain or enhance access to stops.
Complement bus services and stops
Minimise delay to bus services, especially at peak times. Ensure adequate bus stop provision.
Enable loading and servicing to take place
Facilitate loading/servicing to serve the needs of businesses and residents Minimise the impact of loading/servicing on other street activities.
Avoid disrupting through general traffic
Avoid excessive delay to general traffic, with particular regard to pollution and to knock-on effects on public transport. Minimise the intrusive effects of traffic.
Enable taxis to operate
As far as possible, maintain or enhance provision of taxi stances.
Provide adequately for car parking
Facilitate parking to serve the needs of businesses and residents Minimise the impact of parking on other street activities.

Appendix 4

Roseburn to Leith Walk cycle route - Design changes

Part A – Summary of Changes

Proposed changes	Reasons for change
<p>Cycle Environment</p> <p>a) One way & Two-way protected cycle tracks on strategic and secondary streets.</p> <p>b) Quiet street improvements to local streets connecting protected facilities.</p> <p>c) Priority at side street junctions.</p> <p>d) Connections to train stations (Haymarket & Waverley).</p> <p>e) Bus Stop bypasses.</p>	<p>a,b,c) To increase safety for all road users particular for people who cycle, and to encourage more people to take up cycling.</p> <p>d) Improve cycle access to key interchanges.</p> <p>e) Minimise conflict between people riding cycles and bus passengers.</p>
<p>Pedestrian Environment</p> <p>a) Improved crossings of side streets.</p> <p>b) New and upgraded crossings of West Coates, Haymarket Terrace and Melville Street.</p> <p>c) Some footway widening, notably in Roseburn.</p> <p>d) De-clutter of existing streets.</p>	<p>To increase safety whilst improving the look and feel of the route to make it more enjoyable for people who walk in the local area.</p> <ul style="list-style-type: none"> • Improvement to the pedestrian environment. • Create safe environment for pedestrian and cyclist to access replacement crossing facilities.
<p>Public Transport</p> <p>a) Removal of westbound Bus Lane.</p> <p>b) Relocation of existing Bus Stops.</p>	<p>a) To facilitate the installation of a fully segregated cycle facilitate along West Coates, while protecting city bound bus priority.</p> <p>b) To improve the spacing of existing bus stops and improve journey times.</p>

Part B – Summary of Changes

Location	Proposed changes
Murrayfield Gardens	<ul style="list-style-type: none"> • Access towards new route via 2 way protected cycle track towards Murrayfield Avenue.
Murrayfield Avenue	<ul style="list-style-type: none"> • Junction improvements and removal of slip roads from Corstorphine Road.
Murrayfield Place	<ul style="list-style-type: none"> • Localised Footway widening and Streetscape improvements.
Old Colt Bridge	<ul style="list-style-type: none"> • Streetscape improvements and introduction of cycle access towards Murrayfield Place.
Roseburn Place	<ul style="list-style-type: none"> • Improved access into Roseburn Park. • Closure of junction with Roseburn Gardens with cycle/pedestrian access only. • Streetscape improvements including planting.
Roseburn Gardens	<ul style="list-style-type: none"> • Copenhagen' style junction with Roseburn Terrace given priority to pedestrians and cyclists.
Roseburn Terrace	<ul style="list-style-type: none"> • Removal of existing staggered crossing and replacement with a single stage toucan crossing. • 2 way protected cycle track (North side). • Refurbish existing junction with Roseburn Street with additional cycle & pedestrian crossing facilities. • Widening of south footway.
West Coates	<ul style="list-style-type: none"> • 2 way protected cycle track (North side). • Removal of existing staggered crossing and replacement with a zebra crossing. • Relocation of existing bus stops along West Coates. • Introduction of Copenhagen style junctions with cycle and pedestrian priority with vehicles giving way on exit and entrance <ul style="list-style-type: none"> ○ Wester Coates Terrace ○ Wester Coates Road ○ Donaldson School development access/egress ○ Stanhope Street (Pedestrian Priority) ○ Balbirnie Place (Pedestrian Priority) ○ Devon Place (Pedestrian Priority)

Haymarket Terrace	<ul style="list-style-type: none"> • 2 way protected cycle track (North side). • Removal of existing staggered crossing and replaced with a zebra crossing. • Relocation and improvements to existing bus stops. • Introduction of Copenhagen style junctions with cycle and pedestrian priority <ul style="list-style-type: none"> ○ Magdala Crescent ○ Coates Gardens ○ Rosebery Crescent • Introduction of one way streets with cycle Contraflow facilities <ul style="list-style-type: none"> ○ Coates Gardens (Full length) ○ Rosebery Crescent (Between Haymarket Terrace & Rosebery Crescent Lane)
West End Crescents	<ul style="list-style-type: none"> • Quiet Street improvements along Rosebery Crescent & Grovenor Crescent – modifications to parking layout and introduction of raised crossings to gardens.
Palmerston Place	<ul style="list-style-type: none"> • 2 way protected cycle track (West side), from Grosvenor Crescent to Bishops Walk. • Junction improvements including new crossing at junction of Grovenor Crescent. • New toucan crossing at the access towards Bishops Walk.
Bishops Walk	<ul style="list-style-type: none"> • Introduction of cycle track between Palmerston Place and Manor Place next to existing footpath.
Manor Place	<ul style="list-style-type: none"> • New crossing facilities introduced towards Bishops Walk. • 2 way protected cycle track (West side), from Melville Street to Bishops Walk. • Closure North of junction with Melville Street
Melville Street	<ul style="list-style-type: none"> • 1-way protected cycle tracks between Manor Place and Queensferry Street. • Public Realm improvement scheme at the junction with Walker Street. • New uncontrolled crossing facilities along the full length at strategic locations.
Walker Street	<ul style="list-style-type: none"> • Quiet Street improvements along Walker Street towards Coates Crescent – modifications to parking layout and introduction of raised crossings at the junctions with William Street.
Coates Crescent	<ul style="list-style-type: none"> • Quiet Street improvements along Coates Crescent – with provision for Contraflow cycling along the 1 way street
Canning Street	<ul style="list-style-type: none"> • Public realm improvements and provision for Contraflow cycling along the 1way street

Rutland Square	<ul style="list-style-type: none"> • Introduction of Contraflow cycle lane between Canning Street and Lothian Road.
	<ul style="list-style-type: none"> • Improved access facilities towards Rutland Court.
Queensferry Street	<ul style="list-style-type: none"> • Refurbish existing junction with at Randolph Place with additional cycle facilities between Melville Street and Randolph Place.
Randolph Place	<ul style="list-style-type: none"> • Public Realm improvements including raised table crossing at West Register Lane.
Charlotte Square	<ul style="list-style-type: none"> • Public Realm improvements to Charlotte Square including junction Improvements and new crossing facilities on Charlotte Square towards George Street & Rose Street.
Hope Street	<ul style="list-style-type: none"> • Quiet Street improvements along Hope Street and new crossing facilities towards Lothian Road to be developed further.
George Street	<ul style="list-style-type: none"> • New cycle facilities full length of George Street (Separate project).
St Andrews Square	<ul style="list-style-type: none"> • Junction Improvements and new crossing facilities on St Andrews Square towards George Street. • Quiet Street improvements for access towards West Register Street and Multrees Walk.
North/South St David Street	<ul style="list-style-type: none"> • Two-way protected cycle track (Eastside) between Princes Street and York Place. • Realignment of existing footway and creation of bus stop bypasses.
York Place	<ul style="list-style-type: none"> • 2 way protected cycle track (Southside) between North St David Street and Picardy Place junction. • Improved pedestrian & cyclist facilities at the junctions with North St Andrews Street & Elder Street.
Princes Street	<ul style="list-style-type: none"> • Two-way fully protected cycle track on Princes Street towards Waterloo Place (Northside). • Improved pedestrian & cyclist facilities at the junctions with South St Andrews St, Waverley Bridge & Waterloo Place.
Waterloo Place	<ul style="list-style-type: none"> • New cycle facilities to create an access facility to new cycletrack on Princes Street.

Appendix 5

Roseburn to Leith Walk cycle route - Project programme

Ongoing internal stakeholder design discussion	Ongoing 15	30 September 15
Briefing to Transport Forum & Active Travel Forum	21 August 15	03 September 15
Pre Consultation briefings (Head of Transport, Transport Convenors, local ward Elected Members)	26 August 15	16 September 15
T&E Committee - Approval to proceed with public consultation for the preliminary design		27 October 15
Consultation period (Inc Survey, Drop in sessions, Community Council Presentations)	November 15	18 December 15
Consultation Review Stage inc Design revisions, public update and proposals	18 December 15	12 February 16
T&E Committee - Design approval and proceed with TRO Process		15 March 15
TRO & RSO Process	March 16	August 16
Detailed design, procurement, tender and appointment of Contractor	April 16	March 17
Stage 1 – Roseburn to Haymarket Terrace	April 17	August 17
Stage 2 – Haymarket Terrace to Melville Street	2017-18	
Stage 3 – Melville Street to Charlotte Square	2018-19	
Stage 4 – St Andrews Square to Picardy Place/Waterloo Place	Link with St James Development/Picardy Place and St Andrews Square schemes	

Appendix 6

Roseburn to Leith Walk cycle route - Cost estimates

Part A – Current Cost Estimates

Stage 1 Roseburn Park to Haymarket Terrace	£800,000
Stage 2 Haymarket Terrace to Melville Street	£400,000
Stage 3 Melville Street to Charlotte Square	£2,200,000
Stage 4 St Andrews Square to Picardy Place & Waterloo Place	£2,000,000
Sub Total	£5,400,000
Estimated Utility Diversion Fees (10%)	£200,000
Total Construction Fees	£5,600,000
Standard Construction Fees Optimism Bias (44%)	£2,500,000
<i>Design Fees (10%)</i>	<i>£540,000</i>
<i>Design Fees Optimism Bias (32%)</i>	<i>£170,000</i>
Total Cost Estimate	£8,810,000

Note

The addition of Optimism Bias to scheme costs is recommended good practice during earlier stages of project development. This reflects an allowance for unforeseen expenditure and is commensurate with the early stage of development design. It can be reduced as design advances.

Part B – Other Capital schemes coinciding with proposed route –
Estimated Costs

Charlotte Square – Capital Maintenance	£500,000
York Place – Capital Maintenance	£200,000
Remodelling of Picardy Place/Leith Street	TBC
St Andrew Square Public Realm improvements	£3,600,000
George Street Public Realm improvements	TBC

Note

Estimated Costs

Part C – Potential funding sources

Sustrans Community Links	Up to 50% funding
European Union Sustainable Transport Fund	Up to 40% funding
Heritage Lottery or Big Lottery Funding (Melville Street/Walker Street project).	TBC

Note

The funding sources listed in Part C have potential to be matched with the funding already budgeted for the projects outlined in Part B and, in addition with allocations from the Councils Cycling Capital Budget.

Transport and Environment Committee

10am, Tuesday, 27 October 2015

Services for Communities Financial Monitoring: 2015/16 – Half Year Position

Item number	7.10
Report number	
Executive/routine	
Wards	

Executive summary

Services for Communities (SfC) is forecasting the following outturn positions against its approved 2015/16 revenue and capital budgets:

- General fund revenue budget – balanced
- General fund capital budget – £1.6m slippage

These forecasts should be considered in the context of significant pressures and risks in both capital and revenue budgets.

Links

Coalition pledges	P30
Council outcomes	CO25
Single Outcome Agreement	SO4

Services for Communities Financial Monitoring: 2015/16 – Half Year Position

Recommendations

- 1.1 It is recommended that the Transport and Environment Committee notes Services for Communities (SfC) financial position and the actions underway to manage pressures.

Background

- 2.1 SfC provides a diverse range of services and budget management presents significant complexity, challenges and risks. The gross revenue budget for SfC stands at £460m. Taking account of income, the net revenue budget is £133m. The general fund capital allocation for SfC is £86m.
- 2.2 At month 3 the Department was reporting a balanced position for both general fund revenue and capital budgets. This was after proposing additional savings measures of £1.65m to address pressures in Health and Social Care budgets. These measures were considered by Finance and Resources Committee on 27 August 2015 and approved by Council on 17 September.
- 2.3 This report provides updated forecasts based on financial performance for the first half of the financial year.

Main report

- 3.1 SfC is currently projecting a balanced position for 2015/16, although it is reporting significant pressures and risks.

Pressures and Risks

- 3.2 Finance staff have worked closely with service managers to review and re-assess the main pressures and risks in the SfC revenue budget. The most material continue to be:
 - a Corporate Property Savings Shortfall - £4.1m
The Integrated Property and Facilities Management improvement programme (iPFM) has not delivered the level of savings originally anticipated. Corporate Property have identified a number of measures to address this pressure, and the shortfall has reduced significantly from the £5.5m reported at month 3.

b Waste Services Shortfall - £2.2m

This pressure is due to a number of factors, including additional landfill tax, removal of food waste grants, staffing budget pressures, additional vehicle costs, recycling redesign delays and increasing waste volumes. In addition, the time taken to secure agreement to implement savings in public conveniences has contributed to this pressure.

c Property Repairs and Maintenance

The reactive property repairs and maintenance budget was overspent by £1.5m in 2014/15. This level of expenditure was required to make properties wind and watertight and meet all health and safety requirements. An additional £2m has been provided in the current financial year, but there is still a risk that it will not be sufficient.

d Edinburgh Building Services (EBS)

A combination of an increase in operating costs due to changes in terms and conditions and a reduction in income has created a gap in the surplus projected for EBS Housing.

Savings Implementation

- 3.3 The SfC budget for 2015/16 contains £10.5m of new savings, £7.5m of which were approved in February 2015 with the balance having been approved in previous budgets. The implementation of each saving is being tracked and reviewed by SfC senior management team on a monthly basis.
- 3.4 Savings are given a red, amber or green status, depending on the level of confidence there is that they will be delivered. At the half year, 50% of savings have a green status, 18% have an amber status and 21% have a red status. The savings with a red status relate to Corporate Property and are included in the pressure described in paragraph 3.2.

Contingency Planning

- 3.5 In view of the financial challenges described above, SfC needs to implement a number of measures to ensure that expenditure can be contained within budget. Currently, a contingency of £3.1m has been created by reducing budgets across the service on a one-off basis. These measures are being carefully monitored and reported to SfC senior management team alongside SfC's other savings.
- 3.6 In addition, there are £2.5m of earmarked balances remaining, which may be used to address shortfalls in Waste and Corporate Property.

- 3.7 Together these measures are insufficient to address pressures and risks in full. In order to achieve a balanced position, the Director of Services for Communities continues to review all budgets to determine where pressures may be reduced and additional income may be generated. Last financial year, following the decision to stop discretionary/non-committed expenditure in the last quarter, there were significant under spends in Transport, Neighbourhood budgets. There was also an increased level of planning and building warrant income.
- 3.8 If pressures cannot be contained, it may be necessary to implement further budget reductions to manage risks and pressures.

Capital Investment Programme (CIP)

- 3.9 The capital monitoring team within Finance has worked closely with project managers to revise forecasts for capital expenditure.
- 3.10 At the half year SfC is projecting £1.6m of slippage against its general fund capital budget. The lack of design capacity following a number of recent resignations is resulting in delays to the carriageways and footways programme and other transport projects. This has contributed to £1.1m of slippage. SfC is hoping to recruit to these posts by November, but delays are still anticipated. In addition, the project to replace the cremators at Mortonhall has been combined with roof replacement works. This generates economies of scale and minimises service disruption, but will result in slippage of £0.4m.
- 3.11 In order to reduce the level of slippage, the Acting Director of Services of Communities is seeking to accelerate other capital projects, where this is practical. This includes bringing forward school boiler replacements and other essential works within the Asset Management Programme.

Measures of success

- 4.1 General fund revenue expenditure for 2015/16 is within budgeted levels.
- 4.2 Successful delivery of the SfC's capital investment programme within budget levels.

Financial impact

- 5.1 There are no direct financial implications arising from this report.

Risk, policy, compliance and governance impact

- 6.1 There are no direct risk, policy, compliance or governance implications arising from this report.

Equalities impact

- 7.1 The contents of this report, analysis and recommendations do not impact the Equality Act 2010 public sector general equality duty.

Sustainability impact

- 8.1 Successful delivery of SfC's budget will support continued improvement in environmental standards such as cleanliness and recycling.

Consultation and engagement

- 9.1 Consultation on budget proposals was undertaken as part of the Council's budget process.

Background reading/external references

None.

John Bury

Acting Director of Services for Communities

Contact: Rebecca Andrew, Principal Accountant

E-mail: rebecca.andrew@edinburgh.gov.uk | Tel: 0131 469 3211

Links

Coalition pledges	P30 – Continue to maintain a sound financial position including long term financial planning
Council outcomes	CO25 – The Council has efficient and effective services that deliver on objectives
Single Outcome Agreement	SO4 – Edinburgh's communities are safer and have improved physical and social fabric
Appendices	

Transport and Environment Committee

1000 hrs, Tuesday, 27 October 2015

Objection to Proposed Waiting Restrictions – Seaforth Drive/Groathill Road South/Groathill Avenue/South Groathill Avenue TRO 14/31

Item number

Report number

7.11

Executive/routine

Wards

5 - Inverleith

Executive summary

A proposed Traffic Regulation Order (TRO) to introduce waiting and loading restrictions on sections of Seaforth Drive, Groathill Road South and Groathill Avenue / Avenue South was advertised recently to the public. The aim of these restrictions is to improve access for pedestrians at crossing points at each adjoining junction and to improve congestion and traffic flows. This report considers the objections received during the public consultation of the Traffic Regulation Order TRO14/31 and makes recommendations on the future of the proposals.

Links

Coalition pledges

Council outcomes

CO21, Co22

Single Outcome Agreement

SO4

Objection to Proposed Waiting and Loading Restrictions – Seaforth Drive/Groathill Road South/Groathill Avenue/South Groathill Avenue TRO/14/31

Recommendations

- 1.1 It is recommended that Committee notes that four objections have been withdrawn following amendment of the original proposal, and discharges the remaining objection allowing the Traffic Regulation Order (TRO) as amended, to be made.

Background

- 2.1 Representations were made to Services for Communities by local residents regarding the negative impact of parked vehicles encroaching onto junctions adjoining Seaforth Drive and the congestion and parking behaviours in the Groathill area were having on road safety. Following assessment, proposals were drawn up to introduce double yellow line waiting and loading restrictions at these locations.
- 2.2 The purpose of the TRO is to facilitate pedestrian movement and provide greater safety when crossing the road, and to reduce congestion and lack of visibility caused by an overabundance of on street parking.

Main report

- 3.1 Concerns were raised by residents to the North Neighbourhood Roads Team regarding pedestrian safety / visibility and access crossing junctions on Seaforth Drive, and road safety issues with parked vehicles in the Groathill area.
- 3.2 The concerns involved the limited visibility of pedestrians at each junction adjoining Seaforth Drive due to inconsiderately parked vehicles. On assessment it was proposed that double yellow lines be introduced at each junction to improve the situation. (Appendix One). Other concerns in the Groathill Area were the number of parked vehicles causing a narrowing of the carriageway and restriction of the footway widths due to vehicles mounting the pavement.

- 3.3 Four objections were received to the proposed restrictions in Seaforth Drive. The objections were made on the basis that introducing the lines by the 6 metres proposed would adversely impact on parking availability for local residents. There were no objections to placing double yellow lines in principle, only the dimensions. Further comments were made on the basis that additional lining was required in surrounding streets.
- 3.4 One objection was received concerning 9 Groathill Avenue, on the basis that the double yellow lines did not extend far enough outside their property which would result in vehicles parking directly outside their dwelling. The objector had no issues in principle with the lining proposal but rather wished for additional lining to be included in the order.
- 3.5 In light of the objections the North Neighbourhood Roads Team revisited the plans and deemed it appropriate to retain the restrictions in Seaforth Drive but reduce these in length to 4 metres. (Appendix Two). In addition, further restrictions on surrounding streets will be considered in a new TRO proposal.
- 3.6 In Groathill Avenue it was deemed appropriate to retain some residential parking within the proposal therefore the recommendation is to implement the amended TRO and monitor the impact of vehicular traffic at the objector's residence post implementation. Should any road safety issues become apparent, a further TRO to add additional lining will be considered.
- 3.7 The revised TRO proposal was presented to the objectors and the objections were subsequently removed in Seaforth Drive. The objector at 9 Groathill Avenue does not wish to remove their objection. Should Committee resolve to uphold this objection a new TRO proposal including yellow lining outside 9 Groathill Avenue would need to be promoted, and the one currently being promoted, including Seaforth Drive, withdrawn.

Measures of success

- 4.1 Improved pedestrian visibility / safety. Reduced congestion.
- 4.2 Reduction in complaints from the public regarding inconsiderate parking

Financial impact

- 5.1 Financial implications include the cost of making the order and installing the carriageway markings.
- 5.2 The cost, approximately £1500, can be met from within the existing North Neighbourhood revenue budget for 2015 /16.

Risk, policy, compliance and governance impact

- 6.1 It is considered that there are no known risk, policy, compliance or governance impacts arising from this report.

Equalities impact

- 7.1 The proposed TRO has a positive impact for the whole community but in particular people from the protected characteristics who have a disability or mobility restriction. All three general equality duties are enhanced but particularly equality of opportunity.
- 7.2 The proposed TRO will have a positive effect on life, health, standard of living and participation, influence and voice.

Sustainability impact

- 8.1 The impacts of this report have been considered in relation to the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties and the outcomes are summarised below.
- The proposals in this report are not expected to impact negatively on the reduction of carbon emissions;
 - The proposals in this report are not expected to impact negatively on the city's resilience to climate change impacts; and
 - The proposals in this report are not expected to impact negatively on social justice, economic wellbeing or the city's environmental good stewardship.

Consultation and engagement

- 9.1 Requests were made by local residents to prevent inconsiderate parking at the locations to improve road safety by ensuring improved visibility for pedestrians
- 9.2 The Traffic Regulation Order (TRO14/31) was formally advertised between 2 April 2015 and 28 April 2015. During this period five responses were received with five being objections. The content of the objections are discussed above.
- 9.3 Community Councils, local Councillors and emergency services have also been consulted. No objections were received.

Background reading/external references

None

John Bury

Acting Director of Services for Communities

Contact: Neil MacFarlane, Area Roads Manager

E-mail: neil.macfarlane@edinburgh.gov.uk| Tel: 0131 529 3414

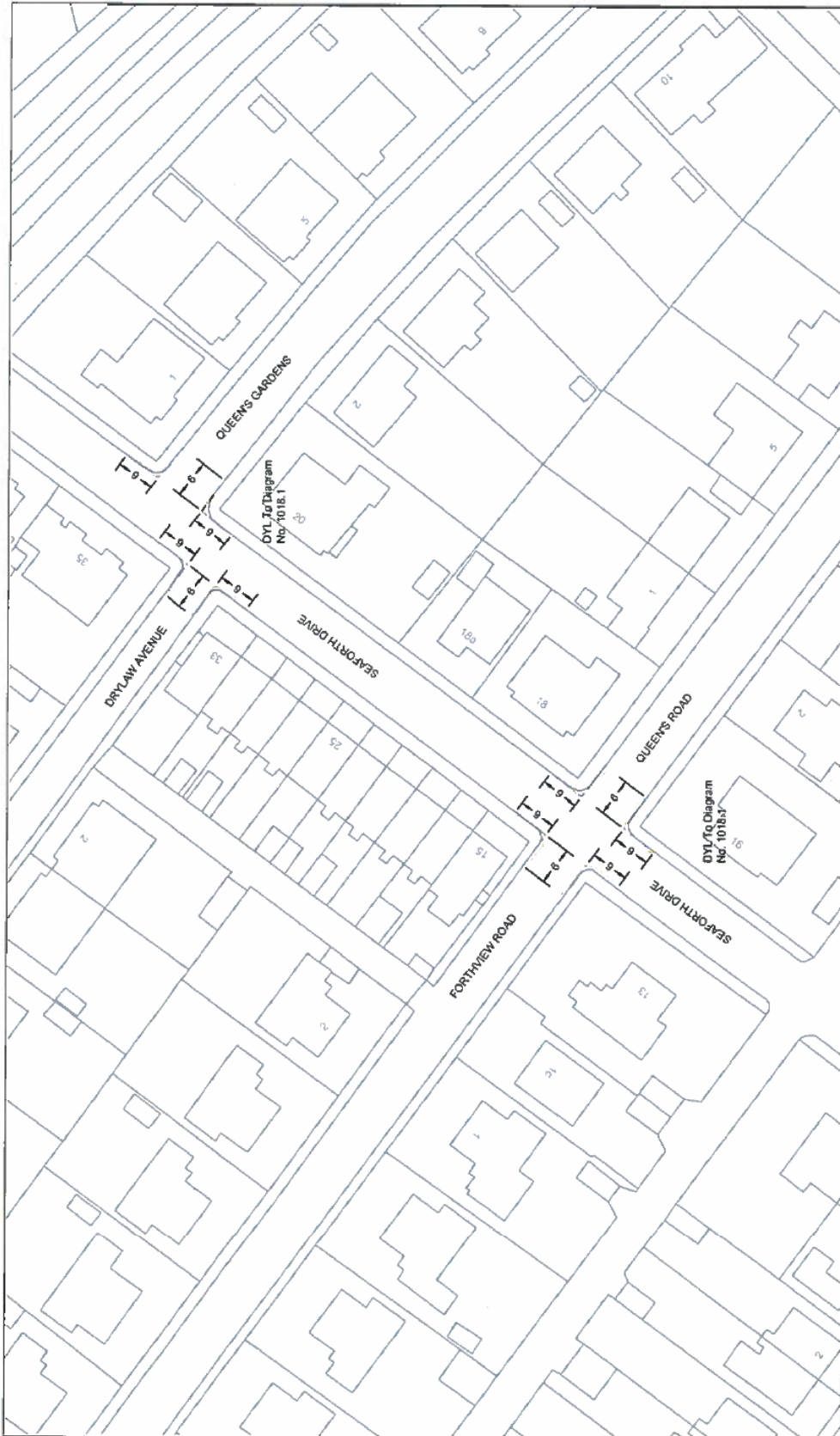
Links

Coalition pledges

Council outcomes	CO21 – Safe – Residents, visitors and businesses feel that Edinburgh is a safe city. CO22 - Moving efficiently – Edinburgh has a transport system that improves connectivity and is green, healthy and accessible
Single Outcome Agreement	SO4 – Edinburgh’s communities are safer and have improved physical and social fabric.
Appendices	Appendix One – TRO/14/31 original proposed plan Appendix Two - TRO/13/30B amended proposed plan

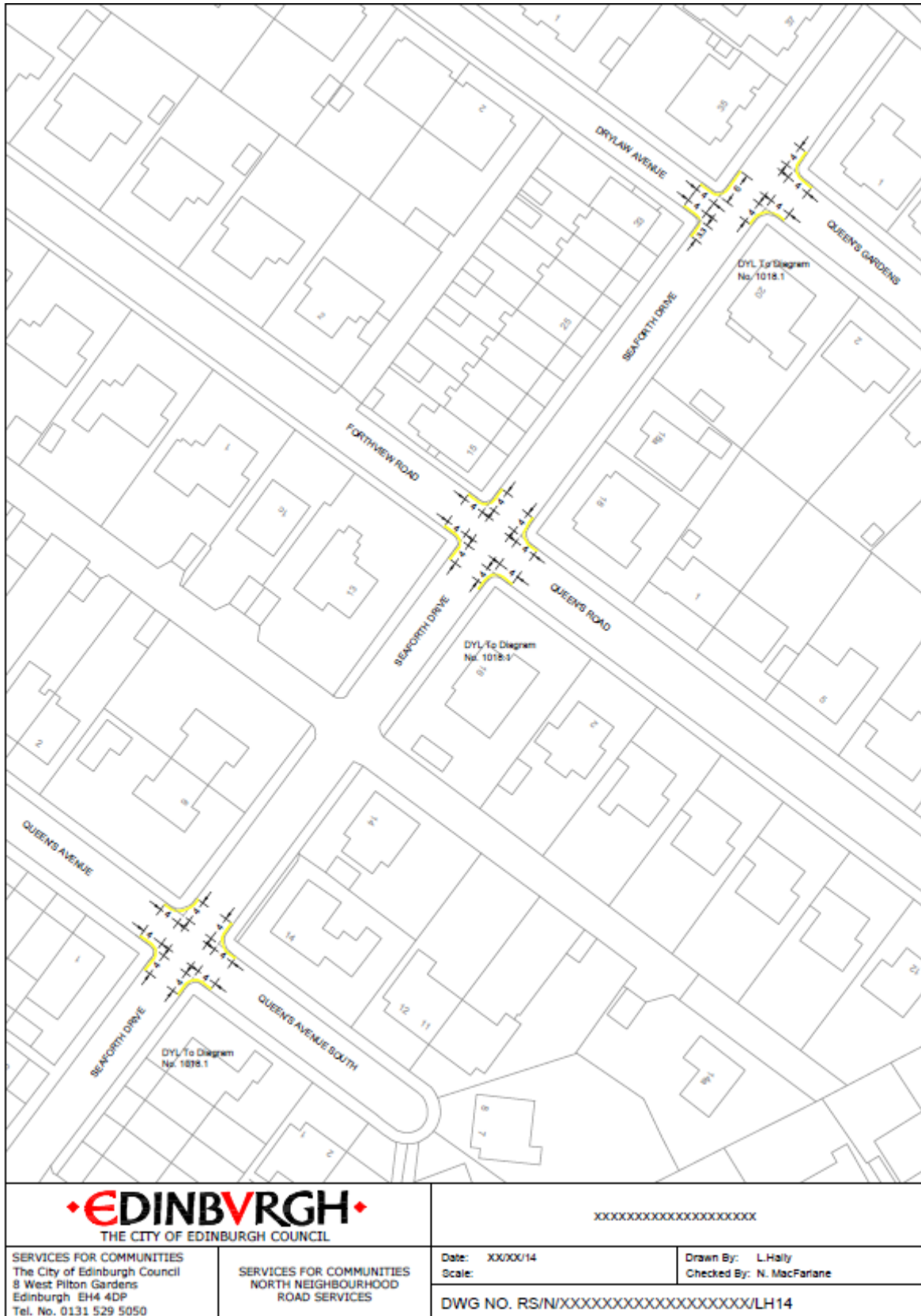


 EDINBURGH THE CITY OF EDINBURGH COUNCIL		Seaforth Drive & Queens Avenue DYL	
SERVICES FOR COMMUNITIES The City of Edinburgh Council 8 West Pilcon Gardens Edinburgh EH4 4DP Tel. No. 0131 525 5050		Date: XX/XX/2014 Drawn By: Lue Hally Checked By: Neil MacFarlane	
SERVICES FOR COMMUNITIES NORTH NEIGHBOURHOOD ROAD SERVICES		DRG NO. RS/N/ForthviewDYL3/LH14	



<p>Seaforth Drive Queens Road Forthview Road Queens Gardens Drylaw Avenue</p>	<p>EDINBURGH THE CITY OF EDINBURGH COUNCIL</p> <p>SERVICES FOR COMMUNITIES The City of Edinburgh Council 8 West Pilgrim Gardens Edinburgh EH4 4DP Tel. No. 0131 529 5050</p>	<p>Seaforth Drive DYL junctions</p> <p>Date: XXXX2014 Scale:</p> <p>Drawn By: Lee Hally Checked By: Neil MacFarlane</p> <p>DRG NO. RS/ForthviewDYL4/LH14</p>
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Appendix Two



Transport and Environment Committee

10am Tuesday 27 October 2015

Sustainable Scotland Network Conference 2015

Item number	7.12
Report number	
Executive/routine	
Wards	All

Executive summary

This report outlines Council representation at the Sustainable Scotland Network Conference 2015 on 3 November 2015. The theme of the Conference is “Beyond Paris: Climate Change, Systems Change, and the Public Sector” and provides a forum for public sector professionals and stakeholders to discuss sub-national, national and international context of current challenges around action on climate change.

Due to the need to confirm arrangements for attendance at the Sustainable Scotland Network Conference 2015, the Acting Director of Services for Communities in consultation with the Convener of the Transport and Environment Committee approved attendance by Councillor Burgess under the urgency provisions set out at paragraph 3.1 of the Committee Terms of Reference.

Links

Coalition pledges	P50 , P51
Council outcomes	CO18
Single Outcome Agreement	

Sustainable Scotland Network Conference 2015

Recommendations

To note the action taken by the Acting Director of Services for Communities, in consultation with the Convener of the Transport and Environment Committee, in approving attendance by Councillor Burgess at the Sustainable Scotland Network Conference in Edinburgh on 3 November 2015 under the urgency provisions set out at paragraph 3.1 of the Committee Terms of Reference.

Background

- 2.1 This report outlines Council representation at the Sustainable Scotland Network Conference in Edinburgh on 3 November 2015.
- 2.2 The Sustainable Scotland Network supports public sector action on sustainable development, including programmes on climate change and sustainable procurement.

Main report

- 3.1 The Sustainability Scotland Network Conference is the annual event of the association and aims to encourage and enhance greater and more effective collaboration between local authorities and the wider public sector.
- 3.2 The conference will provide delegates with a platform to exchange knowledge, experiences and issues through a variety of policy forums, working groups, projects and events.
- 3.3 The Sustainability Scotland Network is active in supporting public sector action on sustainable development including programmes on climate change and sustainable procurement.
- 3.4 The theme of the conference is 'Beyond Paris: Climate Change, Systems Change, and the Public Sector'. The conference will provide a forum for public sector professionals and stakeholders to explore the challenges and implications for Scottish public sector leadership, policy, partnership and performance with particular relevance to the UN Climate Change Conference in Paris (November 30 to December 11, 2015). There will also be opportunities to explore the development of Scotland's climate change proposals and policies.
- 3.5 There will be opportunities to:
 - share experience and good practice with other public sector agencies;
 - promote the city and the expertise available in Edinburgh;
 - strengthen links with other public sector agencies for development and joint activities around sustainability.

Measures of success

- 4.1 Councillor Burgess' attendance at the Sustainable Scotland Network Conference in Edinburgh will:
- raise the city's profile
 - prompt Edinburgh's expertise
 - learn from other's good practice
 - strengthen links with other stakeholders and find new partners.

Financial impact

- 5.1 The cost of attendance will be £108. As the event will be held in Glasgow travel costs will negligible and there were no accommodation costs involved. The cost was met from the Projects & Events / Performance & Business Support and Staff Travel Within UK / Performance & Business Support budgets.

Risk, policy, compliance and governance impact

- 6.1 There are no risk, policy, compliance and governance impacts as a consequence of Councilor Burgess attending the Sustainable Scotland Network Conference.

Equalities impact

- 7.1 There are no direct equalities impacts as a result of this report.

Sustainability impact

- 8.1 Travel arrangements will be made in accordance with the Council's Sustainable Travel Plan.

Consultation and engagement

- 9.1 Attendance at the Sustainable Scotland Network Conference will provide the Council with a channel for engaging with various key stakeholders including local and nationally elected member on climate change, sustainable procurement and sustainable development.

Background reading/external references

Sustainable Scotland Network website:

<http://www.keepsotlandbeautiful.org/>

Sustainable Scotland Network Conference 2015 website:

<http://www.keepsotlandbeautiful.org/sustainability-climate-change/sustainable-scotland-network/events/ssn-conference-2015/>

Alastair D Maclean

Deputy Chief Executive

Contact: Stuart McLean, Committee Clerk

Email: stuart.mclean@edinburgh.gov.uk | Tel: 0131 529 4106

Links

Coalition pledges	P50 , P51
Council outcomes	CO18
Single Outcome Agreement	
Appendices	None

Transport and Environment Committee

10am, Tuesday, 27 October 2015

Resolution of Fly-Tipping at Caroline Park Avenue, EH5 1HY - referral from the Petitions Committee

Item number	7.13
Report number	
Wards	Forth

Executive summary

The Petitions Committee on 3 September 2015 considered a report by the Deputy Chief Executive outlining the petition 'Resolution of Fly-Tipping at Caroline Park Avenue, EH5 1HY'. The Committee agreed to refer the petition to the Transport and Environment Committee for consideration.

Following consideration of the petition the Forth Neighbourhood Partnership team have arranged for the area task force to clean up the area. It was noted there was a significant amount of dumped rubbish around the site, although much of it appeared to be domestic waste rather than commercial fly-tipping. The Team will continue to monitor the area to determine whether any further action is necessary.

Links

Coalition pledges	See attached report
Council outcomes	See attached report
Single Outcome Agreement	See attached report
Appendices	Appendix 1 – Petitions for Consideration Overview Report

Resolution of Fly-Tipping at Caroline Park Avenue, EH5 1HY

Terms of referral

- 1.1 On 3 September 2015 the Petitions Committee considered a report outlining the petition 'Resolution of Fly-Tipping at Caroline Park Avenue, EH5 1HY'.
- 1.2 The Petitions Committee agreed:
 - 1.2.1 To refer the petition 'Resolution of Fly-Tipping at Caroline Park Avenue, EH5 1HY' to the Transport and Environment Committee on 27 October 2015 for consideration and suggest that the Transport and Environment Committee may wish to request a report from officers outlining how statutory fixed penalties are followed up should they not be paid.
 - 1.2.2 To refer the petition to the Forth Neighbourhood Partnership for information.

For Decision/Action

- 2.1 The Transport and Environment Committee is asked to consider the content of the petition included within the attached report by the Deputy Chief Executive.

Background reading / external references

Petitions Committee 03 September 2015

Carol Campbell

Head of Legal and Risk

Contact: Stuart McLean, Committee Services

Email: stuart.mclean@edinburgh.gov.uk | Tel: 0131 569 4106

Petitions Committee

2.00pm, Thursday 3 September 2015

Petitions for Consideration: Overview Report

Item number	6.1
Report number	
Wards	Citywide/Forth

Links

Coalition pledges	
Council outcomes	CO23 & CO26
Single Outcome Agreement	

Alastair D Maclean

Chief Operating Officer
Deputy Chief Executive

Contact: Stuart McLean, Committee Clerk

E-mail: petitions@edinburgh.gov.uk | Tel: 0131 529 4106

Executive Summary

Petitions for Consideration: Overview Report

Summary

The Committee is asked to consider two petitions at this meeting.

Valid petitions -

Save the Adult Learning Project

A valid petition entitled 'Save the Adult Learning Project' has been received. The petition received 481 signatures.

Details of this petition are set out in appendix one

Resolution of Fly-Tipping at Caroline Park Avenue, EH5 1HY

A valid petition entitled 'Resolution of Fly-Tipping at Caroline Park Avenue, EH5 1HY' has been received. The petition received 131 signatures.

Details of this petition are set out in appendix one

Recommendations

The Committee is asked to consider the petitions:

- 1.1 'Save the Adult Learning Project' as set out in 6.1(a) of Appendix one.
- 1.2 'Resolution of Fly-Tipping at Caroline Park Avenue, EH5 1HY' as set out in 6.1(b) of Appendix one.

Measures of success

There are no immediate measures of success applicable to this report.

Financial impact

There is no financial impact arising from the consideration of this petition.

Equalities impact

There is no equalities impact arising from the consideration of this petition.

Sustainability impact

There is no sustainability impact arising from the consideration of this petition.

Consultation and engagement

There are no consultation or engagement requirements at this part of the process.

Background reading / external references

[Petitions webpages](#)

[Council Webcasting](#)

Links

Coalition pledges

Council outcomes CO23 Well engaged and well informed – Communities and individuals are empowered and supported to improve local outcomes and foster a sense of community
CO26 The Council engages with stakeholders and works in partnership to improve services and deliver on agreed objectives

Single Outcome Agreement

Appendices Appendix one: Petitions for Consideration

Appendix 1 - Petitions for Consideration

Item Number	Date Received	Petitions Title and Petitions Statement	Wards affected	Total Number of Signatories
6.1(a)	22 June 2015	<p><u>Save the Adult Learning Project</u></p> <p>For over 36 years, the Adult Learning Project (ALP) has engaged adults from across Edinburgh in democratic, community education programmes. Although the project has over 200 members, a committed and active board of trustees and a dedicated pool of supporters and volunteers, it is no longer receiving the support it requires from the City of Edinburgh Council (CEC) to sustain the development, implementation and evaluation of learning programmes to meet the needs of communities in Tollcross and Edinburgh.</p> <p>In the past year and a half, project volunteers have worked with over 300 people from Tollcross to identify local learning needs and issues of importance for the community. To build upon this work, and ALP's impressive track record in the provision of adult education opportunities, the project urgently requires the support of a dedicated community development worker.</p> <p>The Scottish Government and the CEC have been explicit in their commitment to the provision of lifelong learning opportunities for communities in Scotland. ALP supports this commitment, working with many adults, including those facing social isolation and multiple barriers to learning. Without adequate CEC support however, ALP's ability to provide educational and capacity-building opportunities will be lost. We, the undersigned, call upon the CEC to provide a dedicated community development worker for the Adult Learning Project so that this unique, world renowned project can continue to support lifelong learning opportunities for all.</p>	Citywide	481 signatures

Item Number	Date Received	Petitions Title and Petitions Statement	Wards affected	Total Number of Signatories
6.1(b)	3 August 2015	<p><u>Resolution of Fly-Tipping at Caroline Park Avenue, EH5 1HY</u></p> <p>We ask that the City of Edinburgh Council to effectively and permanently resolve the fly-tipping of rubbish at the end of the cul-de-sac Caroline Park Avenue. In doing so we ask that the Council:</p> <ul style="list-style-type: none"> - Commission an immediate clear-up of the Caroline Park Avenue cul-de-sac. - Make resources available to install CCTV in order to apprehend and/or deter fly-tipping offenders. - Examine and implement a suitable and appropriate scheme to restrict vehicle access into the cul-de-sac. <p>The continuous fly-tipping is proving a serious environmental issue affecting the daily operations of residents and business through the impacting on health and safety from the encouragement of vermin, the unacceptable disposal and abandonment of hazardous materials and the general unkempt nature of the visual amenity.</p> <p>We urge the Council to assist in our efforts of regeneration for the benefit of the whole local community in order to help improve the district.</p>	Forth	131 signatures

Transport and Environment Committee

10am, Tuesday, 27 October 2015

Landfill and Recycling

Item number	8.1
Report number	
Executive/routine	
Wards	All

Executive summary

This report updates the Committee on performance in reducing the amount of non recyclable waste sent to landfill and on increasing the amount of waste recycled for the period April to July 2015.

Whilst total annual waste arisings increased in 2014/15 by 1.2%, monthly arisings to date (April - July 2015) are 4.9% lower than for the same period in 2014/15.

The amount of non recyclable waste disposed of in the period April – July is down 8% on the same period in 2014/15. The projected tonnage of landfill to year end is 107,932, which is less than the Capital Coalition Pledge target of 118,000 tonnes.

The percentage of waste recycled in the period April – July 2015 has increased compared to the same period in 2014/15, with the average recycling rate to date increasing by 1% to 44.2%. The forecast end of year recycling rate for 2015/16 is 42.2%.

Links

Coalition pledges	P44, P49, P50
Council outcomes	CO17, CO18, CO19
Single Outcome Agreement	SO4

Landfill and Recycling

Recommendations

- 1.1 It is recommended that Committee notes the contents of this report.

Background

- 2.1 At the meeting of the Transport and Environment Committee on 15 January 2013, members requested regular updates on performance in reducing the amount of waste sent to landfill and increasing recycling.

Landfilled Waste and Recycling

- 2.2 Capital Coalition Pledge 49 outlines the Council's commitment towards increasing recycling levels across the city and reducing the proportion of waste going to landfill. This includes targets to reduce annual landfill tonnage to 118,000 tonnes and to increase the percentage of waste that is recycled to 50%.
- 2.3 Significant progress in implementing the changes required to deliver both service improvements and landfill savings have been made, including the implementation of managed weekly collections in September 2012, and the kerbside recycling redesign, which commenced in September 2014 in a five phase roll out.

Complaints

- 2.4 At the meeting of the Transport and Environment Committee on 27 August 2013, members requested that the performance reports also include updates on complaints made about waste services.
- 2.5 There are 242,878* residential dwellings in Edinburgh which receive multiple refuse and recycling collections. On average there are approximately 480,000 collections a week. Current complaints targets are based on the number of collections carried out, but are not adjusted for seasonal variation.
- 2.6 The figures also include complaints that may be made in error, for example where a resident has not presented their bin and misses the collection, and then contacts the Council to report a missed collection.

** source: Corporate Address Gazetteer*

Waste Arisings

3.1 Prior to 2014/15, the tonnage of total waste (waste arisings) had been falling, with consistent reductions in waste arisings experienced since 2006/7 (Figure 1). Waste arisings in 2014/15 however increased by 1.2%. It was forecast that the rising trend in total waste would continue in 2015/16 (Figure 1).

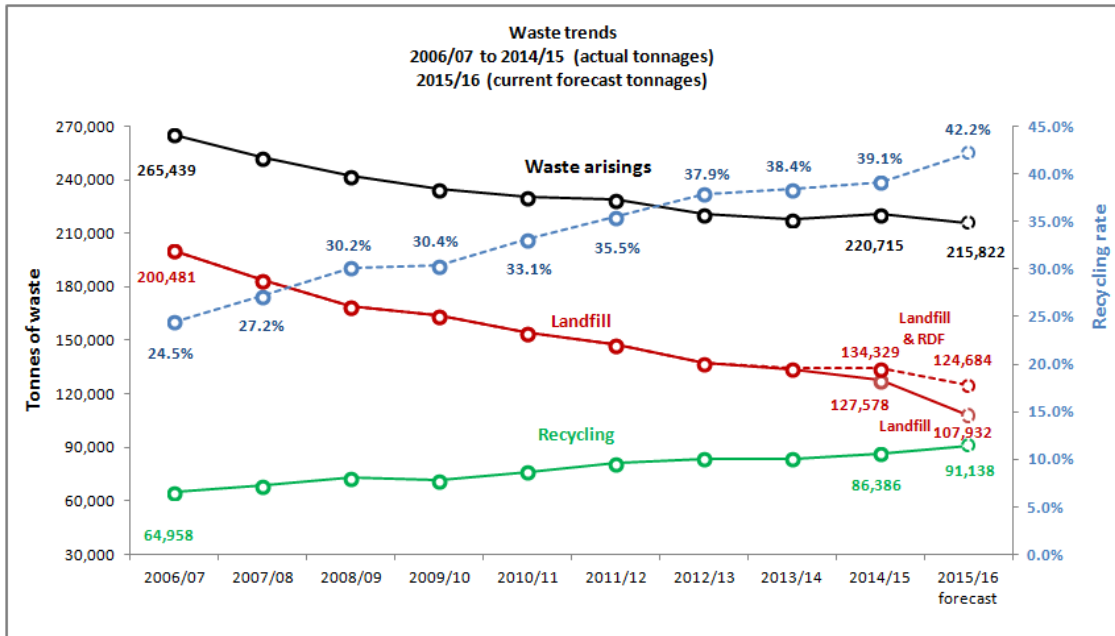


Figure 1 - waste trends 2006/7 to 2015/16 (forecast)

3.2 To date (April to July 2015), there has been a falling trend, with waste arisings 4.9% less than were recorded in the same period in 2014/15 (Figure 2).

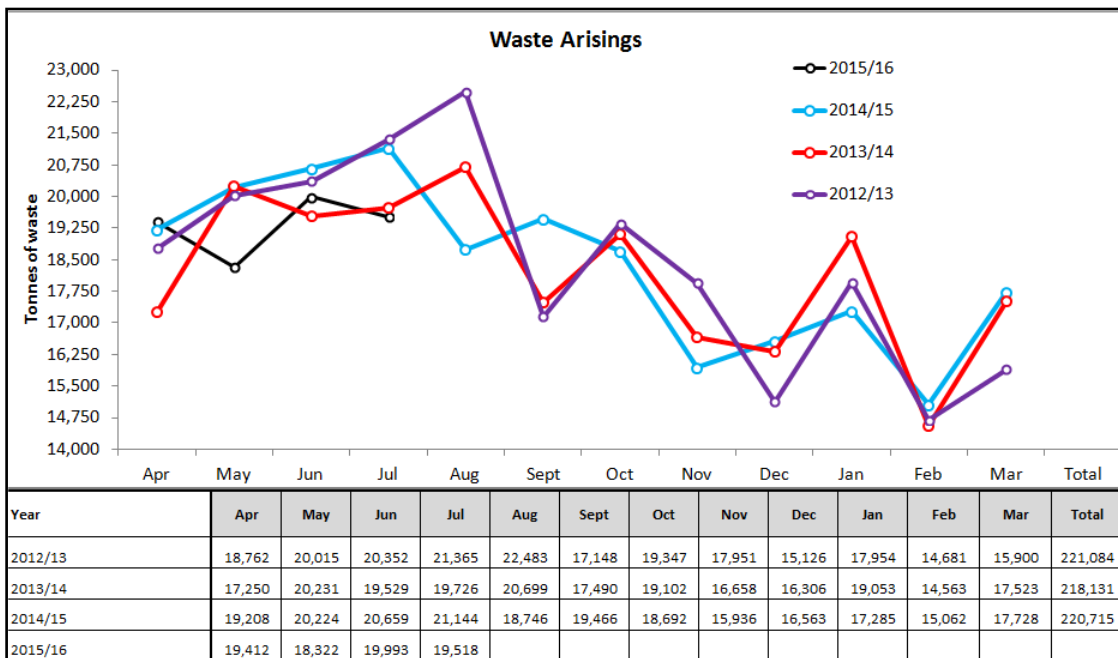


Figure 2 - waste arisings by month

- 3.3 Waste arisings are closely monitored on a monthly basis, and the tonnages used to inform and adjust, if necessary, the end of year forecasts for non recyclable waste and recycling tonnage.

Non recyclable waste

- 3.4 Waste that cannot be recycled is disposed of as landfill or diverted as refuse derived fuel (RDF).
- 3.5 Waste processed as RDF, whilst it is included in waste arising tonnages, is not counted as recycling or landfill. Currently some of the waste collected at Community Recycling Centres that cannot be recycled, and a proportion of non recyclable waste collected via kerbside collections, are disposed of as RDF.
- 3.6 It has been forecast that 107,932 tonnes of non recyclable waste will be disposed of via landfill and 16,752 tonnes diverted as RDF in 2015/16, with the overall tonnage of non recyclable waste forecast to be 124,684 tonnes (Table 1). This is 9,646 tonnes less than the 134,330 tonnes of non recyclable waste disposed of in 2014/15 (Table 1). Capital Coalition Pledge 49 sets a target of reducing landfill tonnage to 118,000 tonnes which, due to the diversion of non recyclable waste as RDF, is forecast to be achieved in 2015/16.

	Non recyclable waste			Recycling	
	Landfill tonnes	RDF tonnes	Total tonnes	Tonnes	Rate %
Forecast 15/16	107,932	16,752	124,684	91,138	42.2%
Actual 14/15	127,579	6,751	134,330	86,386	39.1%
Difference			-9,646	4,752	3.1%

Table 1 – non recyclable waste and recycling forecasts 2015/16

- 3.7 In the year to date (April-July 2015/16), 8% less non recyclable waste (landfill and RDF) has been disposed of than for the same period in 2014/15. The tonnage of non recyclable waste is closely monitored on a monthly basis and is used to ensure accuracy in the forecasting of the Waste Service disposal budget.
- 3.8 The City of Edinburgh and Midlothian councils are working together to deliver a sustainable solution for the disposal of non-recyclable residual waste which will see the eradication of disposal via landfill by 2018. More information can be found at www.zerowastefuture.com.

Citywide recycling rate

- 3.9 The citywide recycling rate for 2015/16 is currently forecast to be 42.2%. This is less than the 44.1% forecast at the start of 2015/16, and less than Capital Coalition Pledge 49 target of a recycling rate of 50%. If achieved, it will be a 3.1% improvement on the rate of 39.1% recorded in 2014/15. It is forecast that 4,752 tonnes more waste are to be recycled in 2015/16 than were recycled in 2014/15 (Table 1).
- 3.10 To achieve a 50% recycling rate in 2015/16 would require an additional 16,773 tonnes of waste to be diverted from landfill over what has been forecast. A breakdown of how the different recycling schemes in the city contributed to the total tonnage of recycling collected in July 2015 and collected year to date, compared to 2014 is detailed in Table 2.

Recycling Stream	Jul-14		Change	YTD		Change	
	Tonnes	Tonnes		Apr - Jul (2014)	Apr - Jul (2015)	Tonnes	%
Community Recycling sites	2,087	1,800	-287	7,661	6,961	-700	-9%
Food Waste	451	698	247	1,857	2,592	735	40%
Garden Waste - kerbside	3,250	3,190	-60	12,424	11,218	-1,206	-10%
Kerbside - Red/blue boxes	1,179	567	497	4,764	2,377	1,307	27%
- New Service bin/box	0	1,108		0	3,694		
Recycling Banks (supermarket)	582	481	-101	2,203	2,050	-153	-7%
Packaging bins - on street communal	297	306	9	1,203	1,200	-2	0%
Paper bins - on street communal	159	163	4	603	671	68	11%
Other streams (include Trade and special uplift)	744	710	-33	2,965	2,603	-363	-12%
Mechanised street sweepings	223	282	59	1,261	1,301	40	3%
Total Recycling	8,972	9,306	335	34,941	34,667	-274	-1%
Recycling rate	42.4%	44.2%	1.8%	43.0%	44.0%		1.0%

Table 2 – recycling by waste collection stream

- 3.11 It can be seen in Table 2 that, whilst kerbside recycling schemes have increased, the tonnage of recycling collected via the garden waste brown bin collection and recycling deposited at community recycling centres has fallen compared to last year by 10% and 9% respectively. This reduction has offset the gains recorded in kerbside and food recycling. Notwithstanding this, due to falling overall arisings, we have experienced a 1% improvement in the recycling rate in the period April to July compared to the same period in 2014/15 (Table 2).
- 3.12 A summary of the current and past recycling rate by month is detailed in Figure 3.

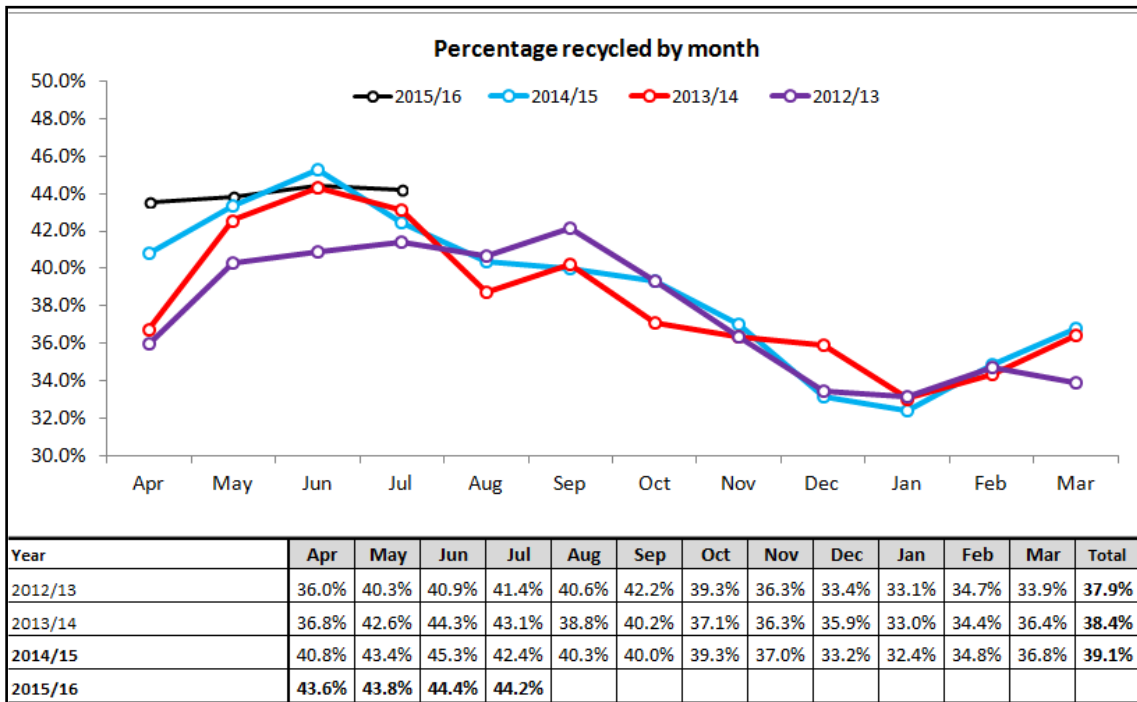


Figure 3 – recycling rate by month

Recycling – food waste

3.13 Large increases have been experienced in the tonnage of food waste collected via the kerbside service, with 55% more food waste collected in July 2015 than was collected in July 2014. Residents have re-engaged with the service, with increases recorded at each stage of the new recycling service bin/ box rollout (Figure 4).

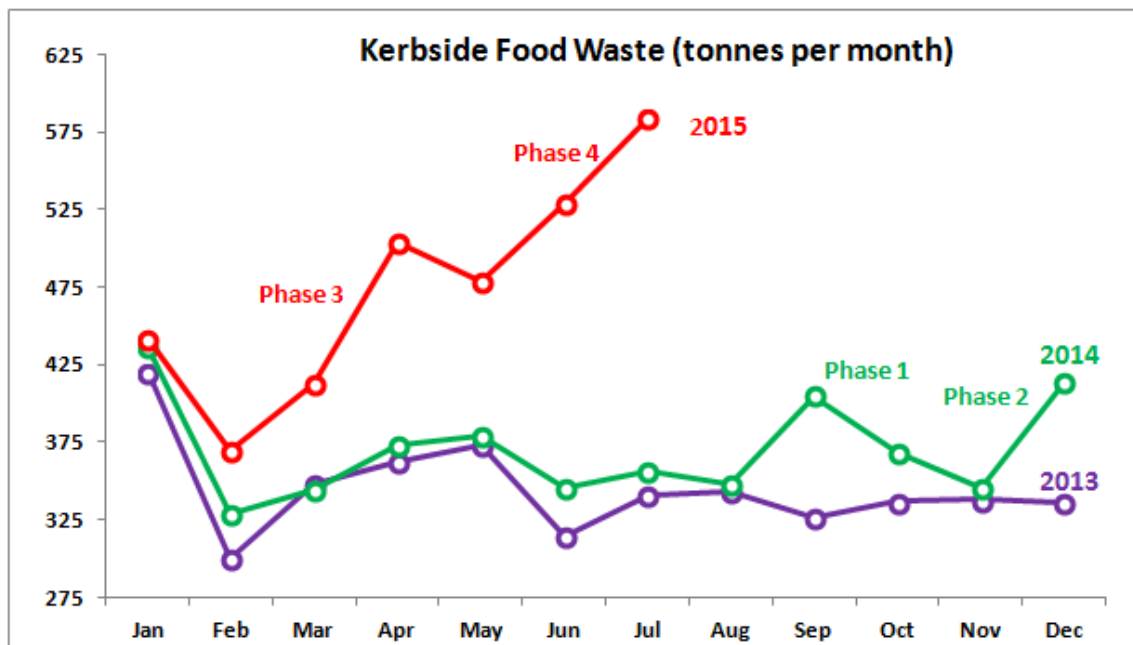


Figure 4 – kerbside food waste tonnages January 2013 to July 2015

Recycling - New kerbside bin/box recycling service

- 3.14 The first four phases of a five phase programme to roll out a new kerbside bin and box recycling service (a replacement to the existing red and blue box service) to 140,000 residents have been successfully delivered. Phase 1 commenced in September 2014/15, phase 2 in late November 2014, phase 3 in late March 2015 and phase 4 was rolled out as programmed in June 2015. Phase 5, to approx 40,000 households was scheduled for October 2015. This is a major change to recycling provision in the city, as the new bin/box service simplifies the recycling process for kerbside residents and increases the range of materials collected. It is forecast that in 2015/16, the new service will have a positive impact on the overall citywide recycling rate which has been accounted for in the end of year forecast of 42.2%.
- 3.15 A summary of the performance of all kerbside recycling at the end of July is detailed in Figure 5. It can be seen that the new recycling service, which currently serves approximately 100,000 households, is outperforming the existing red and blue box service for which, in July, some 90,000 residents were eligible for. Approximately 50,000 households eligible for boxes are located in communal areas, many of which have on street recycling provision via communal paper and packaging banks. As such, it is believed that participation, and as a result the recycling box tonnage uplifted, is low in these areas due to a duplication of service.

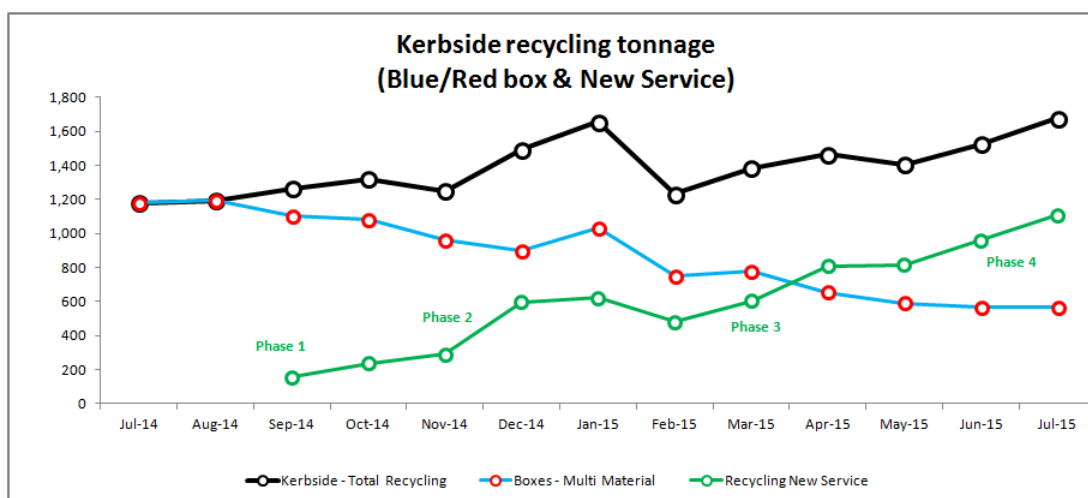


Figure 5 – kerbside recycling tonnages

- 3.16 Residents have engaged positively with the new bin and box recycling service. The tonnage of waste recycled at the kerbside via red and blue boxes and the new bin and box service was 42% greater in July 2015 than was collected in July 2014. On average in July, householders in new recycling service areas recycled 3.7kg/hh/wk, which is a 96% improvement on the city wide average prior to commencement of the service.

Recycling - Domestic communal

3.17 While provisions exist which allow people to recycle paper, mixed packaging and food using the on street communal bin system, Waste Services is looking to enhance this service to achieve:

- An emphasis on balancing the bin capacity provided for recycling versus landfill;
- combined paper and packaging collections in a single stream, to mirror that used in new service kerbside collection areas; and
- an increase in the number of points at which glass can be recycled on the kerbside.
- where applicable, the withdrawal of the existing red and blue box service to remove duplication of recycling services in those streets where communal recycling facilities already exist.

3.18 Waste Services is currently operating two communal recycling pilots which address these aims. These are programmed to complete in the second quarter of 2015/16 and, once evaluated, it is hoped that this approach can be rolled out across this city. Further information on the pilots can be found on the Council [website](#).

Complaints

3.19 Weekly complaint numbers since 2013 are detailed in figure 6 below.

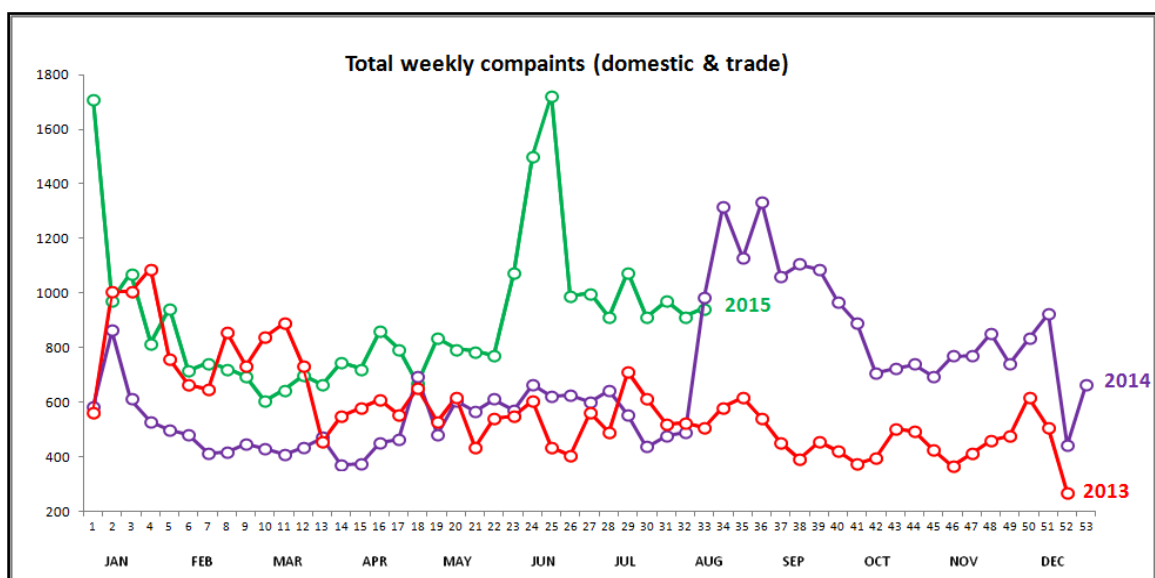


Figure 6 – weekly complaint number 2012-2015 by month

3.20 On average to date (April to July), 936 complaints a week were received by Waste Services. With approximately 480,000 collections a week, this translates

to 0.2% of collections resulting in a customer complaint. The majority of complaints received were regarding the non-collection of waste (96%).

3.21 A comparison of complaint numbers regarding non-collection of waste in July 2014 and July 2015 by collection stream is detailed in figure 7.

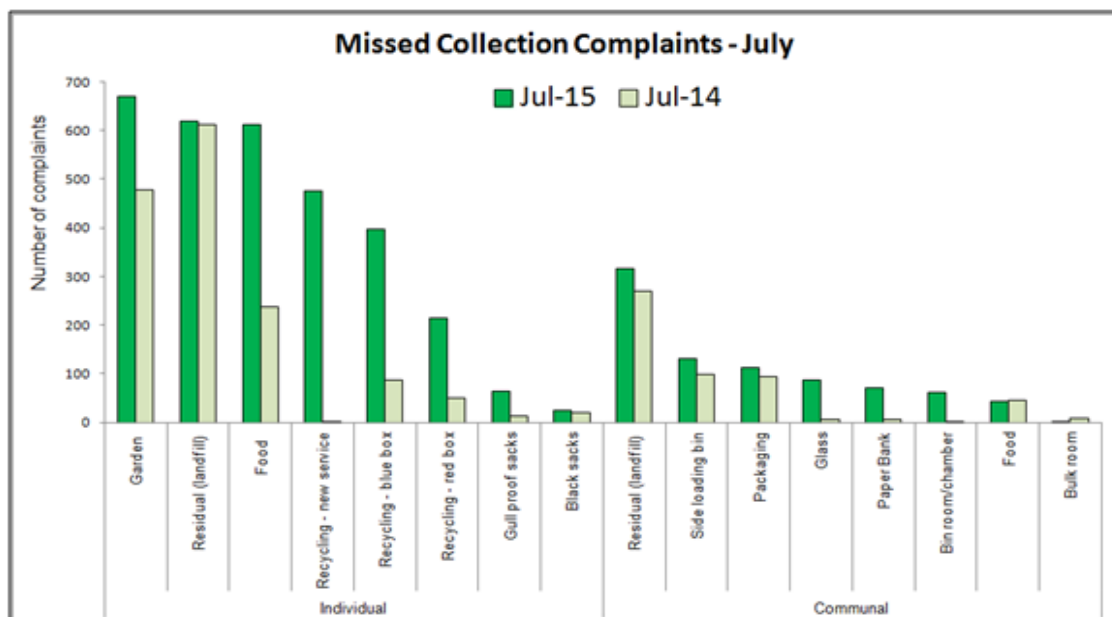


Figure 7 – complaint numbers by collection stream

3.22 The new bin and box recycling service, which is replacing the existing red and blue boxes in a phased approach, is having a positive impact on recycling tonnage in the city as outlined in section 3.17. The citywide service change for some 140,000 wheeled bin households is, however, increasing the number of complaints received each month regarding kerbside recycling. Citywide, 1,866 more missed collection complaints were recorded in July 2015 than were recorded in July 2014. Of these, complaints regarding the existing red and blue box service and new bin and box recycling services accounted for 51% of the increase (945 additional complaints). It is anticipated that once fully rolled out, and when residents become fully accustomed to the new service, complaints regarding recycling will reduce.

3.23 As outlined in section 3.14, the service is experiencing increases in kerbside food waste. Whilst this is positive for recycling tonnages, it places significant pressure on the largely fixed food collection routes, with vehicles requiring more trips to tip and as a result, less time available for collections. Procurement of larger capacity food vehicles and the design of new food routes to reflect increased participation is ongoing, with rollout of both anticipated in the winter 2015/16.

3.24 Waste Services does not currently differentiate between types of complaints, for example, between complaints from addresses that are known to have been missed for operational reasons, and complaints where a bin has been missed in error.

- 3.25 Reporting missed collections via the council website, rather than phoning the contact centre is becoming increasingly popular, with 1,097 (28%) complaints recorded by residents this manner in July 2015. Improving the accuracy of complaints received via the website is ongoing as, currently, residents are able to log a complaint multiple times, log a complaint when scheduled collections are still ongoing, and log a complaint where bins have been tagged as contaminated.

Measures of success

- 4.1 Achievement of the Council's targets for increasing recycling and reducing landfill.

Financial impact

- 5.1 At the meeting of the Transport and Environment Committee on 25 August 2014, members requested that overall disposal and landfill expenditure be included in future reports. Non recyclable material is currently disposed of as refuse derived fuel (RDF) and as landfill. In addition, there are charges associated with transporting landfill waste by rail from the transfer station at Powderhall to the landfill site at Dunbar. Monthly disposal expenditures for 2015/16, including a comparison with the same period in 2014/15, are detailed in Table 3 below.

Disposal Costs 2015/16	April 2015/16	May 2015/16	June 2015/16	July 2015/16
Refuse Derived Fuel (RDF)	£217,518	£245,733	£204,948	£161,117
Landfill	£955,030	£943,488	£960,342	£1,028,191
Rail Freight	£65,661	£72,346	£66,130	£65,711
Total disposal spend	£1,238,209	£1,261,567	£1,231,420	£1,255,018
Disposal Costs 2014/15	April 2014/15	May 2014/15	June 2014/15	July 2014/15
Refuse Derived Fuel (RDF)	£20,287	£20,585	£20,709	£21,177
Landfill	£993,657	£1,215,046	£1,383,116	£1,221,484
Rail Freight	£73,601	£65,402	£100,479	£88,229
Total monthly disposal costs	£1,087,545	£1,301,032	£1,504,304	£1,330,890

Table 3 - Monthly disposal expenditure

Risk, policy, compliance and governance impact

- 6.1 The information contained in this report is a review of the current performance of landfill and recycling. This report does not impact on any existing policies and no risks have been identified pertaining to health and safety, governance or compliance. Further, there are no regulatory implications that require to be taken into account.

Equalities impact

- 7.1 The Council is meeting its public sector duty to advance equal opportunity for residents to recycle by using a range of communications methods. Written information is available through leaflets and electronic media. Road shows and door knocking visits provide face to face contact with residents and visits from recycling advisers are available on request. All material can be translated on request. Consultation was carried out via demographically representative focus groups and via on line and written questionnaires to ensure that a full and representative range of views were obtained. Assistance with the presentation of recycling and waste containers is available for those who require it to ensure everyone has access to these services. The above has ensured that information is available for all within the equality and rights framework.

Sustainability impact

- 8.1 Increased recycling will help to divert waste from landfill and support the achievement of greenhouse gas reduction targets, and reductions in local environmental impact.

Consultation and engagement

- 9.1 The Community Engagement team within Waste Services has supported the implementation of all 5 phases of the new service, and is now focusing on the final phase. This phase will see a further 40,000 households added and will complete the roll out to approximately 140,000 households. Support has included comprehensive targeted communications for residents, briefings for key stakeholders and community groups, events, dealing with enquiries and door to door engagement to over 8000 households.
- 9.2 Communications on the new recycling service have been well received by residents. A survey of Phase 4 residents, undertaken in July 2015, found that 80% agreed or strongly agreed that the information they received about the new service was easy to understand. Further, 78% agreed or strongly agreed that they were given all the information they needed about the new service. These are slightly lower than the average satisfaction scores for the combined first four phases of 84% of residents strongly agreeing that the information they received about the new service was easy to understand, and 87% agreeing or strongly agreeing that they were given all the information they needed about the new service. There were fewer surveys carried out by door knocking than in previous stages which may partially explain the slightly lower figures, and survey participation rate.
- 9.3 Waste Services is supporting each phase of the rollout with recycling advisors working alongside crews on recycling routes. This assists the team to deal with

any immediate issues householders may have, and also to accurately identify householders who would benefit from further guidance in utilising the new recycling service fully.

Background reading/external references

N/A

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Links

Coalition pledges	P44 – Prioritise keeping our streets clean and attractive P49 – Continue to increase recycling levels across the city and reducing the proportion of waste going to landfill P50 – Meet greenhouse gas targets, including national target of 42% by 2020
Council outcomes	CO17 – Clean – Edinburgh’s streets and open spaces are free of litter and graffiti CO18 – Green – We reduce the local environmental impact of our consumption and production CO19 – Attractive Places and Well maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm
Single Outcome Agreement	SO4 – Edinburgh’s communities are safer and have improved physical and social fabric
Appendices	N/A