

Item 4.1 - Minutes

Transport and Environment Committee

10.00am, Thursday 6 December 2018

Present

Councillors Macinnes (Convener), Doran (Vice-Convener), Bird, Booth, Bruce, Burgess, Child (substituting for Councillor Arthur), Cook, Douglas, and Key.

1. Minutes

Decision

To approve the minute of the Transport and Environment Committee of 4 October 2018 as a correct record.

2. Transport and Environment Committee Work Programme

The Transport and Environment Committee Work Programme was presented.

Decision

To note the Work Programme.

(Reference – Work Programme, submitted.)

3. Transport and Environment Committee Rolling Actions Log

The Transport and Environment Committee Rolling Actions Log for December 2018 was presented.

Decision

- 1) To approve the closure of actions 6 (action 1), 12, 23, 24 (actions 2 and 4), 25 (action 2), 26, 28 (action 1), 28 (action 2), and 30.
- 2) To agree that officers would confirm whether there would be a report to the Transport and Environment Committee on low cost ways to boost cycle use (action 7).
- 3) To agree to circulate to members a brief update on the outcome of the liaison between the Head of Place Management and colleagues in Planning and Licensing with regards to ensuring regulations for flyposting were enforced.
- 4) To agree that a short update on the paper for the Workplace Parking Levy Scoping be provided in the February 2019 Business Bulletin.
- 5) To otherwise note the outstanding actions.

(Reference – Rolling Actions Log, submitted.)

4. Transport and Environment Committee Business Bulletin

The Transport and Environment Committee Business Bulletin for December 2018 was presented.

Decision

To note the Business Bulletin.

(Reference – Business Bulletin, submitted.)

5. Transport Asset Management Plan (TAMP)

All 32 Local Authorities in Scotland had agreed to support the Society of Chief Officers in Scotland (SCOTS) Road Asset Management Project to produce a common framework for Road Asset Management Plans (RAMP).

The City of Edinburgh Council developed and extended its RAMP to include additional Transport asset groups to create a Transport Asset Management Plan (TAMP). The assets considered within a traditional RAMP comprised of carriageways, footways, structures, street lighting and traffic management systems. However Edinburgh's TAMP would also include cycling infrastructure and park and ride sites.

The purpose of the TAMP was to establish future maintenance and management of the overall road network and set out options considered to take forward the management of the Council's road assets. The TAMP was submitted to the Committee for approval.

Decision

- 1) To approve the Transport Asset Management Plan, shown in Appendix 1 of the report.
- 2) To note that an update would be included in the February 2019 Committee Business Bulletin detailing where responsibility for leaf sweeping lay and safety arrangements that were in place to deal with adverse winter weather conditions.
- 3) To agree that a description of a supplementary document on ensuring regular maintenance of these issues was included in the February 2019 Business Bulletin update.
- 4) To agree that a briefing note was circulated to members on the perceived underspend and the figures presented at Council Questions on 22 November 2018.

(References – report by the Executive Director of Place, submitted.)

6. Roads Services Improvement Plan

An update was provided on the Roads Services Improvement Plan. The plan identified the different issues that had impacted on road asset management performance across the Council and the actions that were being taken to address them. Progress on implementing the plan and the impact it was having on performance, complaints and road condition would continue to be reported to Committee on a regular basis.

Decision

To note the progress made with implementing the actions in the Improvement Plan. (References – Transport and Environment Committee on 10 August 2017 (item 6); report by the Executive Director of Place, submitted.)

7. A8 Cycleway Upgrade, Traffic Regulation Order

On 9 August 2018 the Transport and Environment Committee considered a report on the Traffic Regulation Order (TRO) to reduce the speed limit on a section of the A8 road as part of the scheme to upgrade the A8 Cycleway. The report detailed two objections and three expressions of support that had been received in response to advertising the TRO. The Committee decided to set aside the two objections to the TRO that were detailed in the report

Due to an administrative oversight, details of three more objections that had been received were not included in the report. The Committee were asked to note the three additional objections and to confirm its previous decision to set aside the two objections detailed in the report on 9 August 2018.

Decision

- 1) To note the three additional objections that were received in relation to the advertised Traffic Regulation Order and the Council's comments in response.
- 2) To confirm its previous decision to set aside the two objections detailed in the report on 9 August 2018.
- 3) To set aside the three additional objections and make the Traffic Regulation Order as advertised.

(References – Transport and Environment Committee on 9 August 2018 (item 8); report by the Executive Director of Place, submitted.)

8. Decriminalised Traffic and Parking Enforcement (Update)

In response to a motion from Councillor Booth at Committee on 17 May 2018, a report was submitted examining the issue of parking enforcement in more detail and focussed on a number of specific issues.

The report outlined the Council's current approach to the issues raised as well as details of some proposals to improve Decriminalised Parking Enforcement (DPE) in Edinburgh.

Motion

- 1) To note that Parking Operations were constantly reviewing the service being delivered by the Council's enforcement contractor, NSL, and were implementing service improvements where appropriate.
- 2) To note that NSL had been tasked with monitoring social media and to liaise with the Council's social media team as a means of improving response times to any requests for enforcement.

- 3) To note that there were no plans to change the current observation periods for loading and unloading contraventions.
- 4) To note the improvements made in the maintenance of parking lines and signs by the Parking Operations team.
- 5) To note that a new removal priority would be created for vehicles classed as Persistent Offenders.

- moved by Councillor Macinnes, seconded by Councillor Doran

Amendment

- 1) To note that Parking Operations were constantly reviewing the service being delivered by the Council's enforcement contractor, NSL, and were implementing service improvements where appropriate.
- 2) To note that NSL had been tasked with monitoring social media and to liaise with the Council's social media team as a means of improving response times to any requests for enforcement.
- 3) To note that there were no plans to change the current observation periods for loading and unloading contraventions.
- 4) To note the improvements made in the maintenance of parking lines and signs by the Parking Operations team.
- 5) To note that a new removal priority would be created for vehicles classed as Persistent Offenders.
- 6) To agree to receive an annual report updating on progress in improving parking enforcement.

- moved by Councillor Booth, seconded by Councillor Burgess

In accordance with Standing Order 21(11), the amendment was accepted as an addendum to the motion.

Decision

- 1) To note that Parking Operations were constantly reviewing the service being delivered by the Council's enforcement contractor, NSL, and were implementing service improvements where appropriate.
- 2) To note that NSL had been tasked with monitoring social media and to liaise with the Council's social media team as a means of improving response times to any requests for enforcement.
- 3) To note that there were no plans to change the current observation periods for loading and unloading contraventions.
- 4) To note the improvements made in the maintenance of parking lines and signs by the Parking Operations team.
- 5) To note that a new removal priority would be created for vehicles classed as Persistent Offenders.

- 6) To agree to receive an annual report updating on progress in improving parking enforcement.

(References – Transport and Environment Committee on 17 May 2018 (item 12); report by the Executive Director of Place, submitted.)

9. Smarter Choices, Smarter Places Programme

To encourage the uptake of active and sustainable travel and reduce single car occupancy trips, the Council ran annual programmes of behaviour changes initiatives, funded externally by the Smarter Choices, Smarter Places (SCSP) grant.

The Committee was updated on the Council's 2017-18 and 2018-19 programmes and presented a proposed outline programme for 2019-20, based on current expectations around Paths for All funding.

Motion

- 1) To note the updates on the 2017-18 and 2018-19 programmes.
- 2) To agree to delegate powers to the Senior Manager – Roads Network, in consultation with the Convener and the Vice Convener as appropriate, to further develop and deliver the proposed outline programme for 2019-20, and to develop and deliver programmes annually for future financial years.
- 3) To discharge the motion put forward by Councillor Corbett in relation to item 8.6 'Award of Workplace Travel Planning Contract 2018-19' at the Finance and Resources Committee on 16 August 2018.
- moved by Councillor Macinnes, second by Councillor Doran

Amendment

- 1) To note the updates on the 2017-18 and 2018-19 programmes.
- 2) To agree to delegate powers to the Senior Manager - Roads Network, in consultation with the Convenor and Vice Convenor as appropriate, to further develop the proposed outline programme for 2019-20, and to develop programmes annually for future financial years, all of which would be presented to elected members on this committee for approval prior to delivery.
- 3) To discharge the motion put forward by Councillor Corbett in relation to item 8.6 'Award of Workplace Travel Planning Contract 2018-19' at the Finance and Resources Committee on 16 August 2018.
- moved by Councillor Cook, second by Councillor Douglas

Voting

For the motion - 8 votes

For the amendment - 3 votes

(For the motion – Councillors Bird, Booth, Burgess, Child, Doran, Gloyer, Key and Macinnes

For the amendment – Councillors Bruce, Cook and Douglas.)

Decision

- 1) To note the updates on the 2017-18 and 2018-19 programmes.
- 2) To agree to delegate powers to the Senior Manager – Roads Network, in consultation with the Convener and the Vice Convener as appropriate, to further develop and deliver the proposed outline programme for 2019-20, and to develop and deliver programmes annually for future financial years.
- 3) To discharge the motion put forward by Councillor Corbett in relation to item 8.6 'Award of Workplace Travel Planning Contract 2018-19' at the Finance and Resources Committee on 16 August 2018.

(References – Finance and Resources Committee, 16 August 2018 (item 28), report by the Executive Director of Place, submitted.)

10. Fields in Trust Active Spaces Programme

The Committee was asked to support the execution of a Minute of Agreement with Fields in Trust for West Pilton Park and Little France Park to enable Active Spaces funding and protect both parks as recreational open spaces for current and future generations.

Motion

To agree to support the execution of a Minute of Agreement with Fields in Trust for West Pilton Park and Little France Park to enable Active Spaces funding and protect both parks as recreational open spaces for current and future generations.

- moved by Councillor Macinnes, seconded by Councillor Doran

Amendment

To agree to instruct officers to pursue a Fields in Trust Minute of Agreement for the protection of Wardie Playing Fields, Trinity, as a recreational green space.

- moved by Councillor Doran, seconded by Councillor Macinnes

In accordance with Standing Order 21(11), the amendment was accepted as an addendum to the motion.

Decision

- 1) To agree to support the execution of a Minute of Agreement with Fields in Trust for West Pilton Park and Little France Park to enable Active Spaces funding and protect both parks as recreational open spaces for current and future generations.
- 2) To agree to instruct officers to pursue a Fields in Trust Minute of Agreement for the protection of Wardie Playing Fields, Trinity, as a recreational green space.

(Reference – report by the Executive Director of Place, submitted.)

11. Annual Air Quality Update

An update was provided on 2017 air quality monitoring data, trends and emerging issues. The report also outlined progress with actions to improve air quality which were

predominately based on promoting cleaner transport, improving traffic flow and easing congestion by use of intelligent traffic signalling and promoting modal shift away from car use.

Motion

- 1) To note the report.
 - 2) To agree to investigate the possibility of a public display with real time data from the Nicholson Street monitoring station.
- moved by Councillor Macinnes, seconded by Councillor Doran

Amendment 1

- 1) To recognise the harm to health of Edinburgh residents caused by air pollution from cars, vans, buses and lorries.
 - 2) To note that there were 5 'Air Quality Management Areas' in Edinburgh where NO₂ air pollution from road traffic had consistently breached legal safety limits - the City Centre, St. John's Road (Corstorphine), Glasgow Road (Newbridge), Inverleith Row, Great Junction Street – and where action plans had been required by law to reduce this pollution.
 - 3) To note the importance of delivering the proposed Low Emission Zone to tackle air pollution in the City but also the vital contribution of City Centre Transformation, the City Plan 2030 and the City Mobility strategy including charging points for electric vehicles.
 - 4) To agree that a revised NO₂ Air Quality Action Plan should be presented to Committee in August 2019.
 - 5) To agree to investigate the possibility of a public display with real time data from the Nicholson Street monitoring station.
- moved by Councillor Burgess, second by Councillor Booth

Amendment 2

- 1) To note the report.
 - 2) To agree to investigate the possibility of a public display with real time data from the Nicholson Street monitoring station.
- moved by Councillor Cook, second by Councillor Douglas

In terms of Standing Order 21(11), Amendment 1 was accepted as an addendum to the motion by Councillor Macinnes.

Voting

For the motion - 8 votes

For the amendment - 3 votes

(For the motion – Councillors Bird, Booth, Burgess, Child, Doran, Gloyer, Key and Macinnes

For amendment 2 – Councillors Bruce, Cook and Douglas.)

Decision

- 1) To recognise the harm to health of Edinburgh residents caused by air pollution from cars, vans, buses and lorries.
- 2) To note that there were 5 'Air Quality Management Areas' in Edinburgh where NO₂ air pollution from road traffic had consistently breached legal safety limits - the City Centre, St. John's Road (Corstorphine), Glasgow Road (Newbridge), Inverleith Row, Great Junction Street – and where action plans had been required by law to reduce this pollution.
- 3) To note the importance of delivering the proposed Low Emission Zone to tackle air pollution in the City but also the vital contribution of City Centre Transformation, the City Plan 2030 and the City Mobility strategy including charging points for electric vehicles.
- 4) To agree that a revised NO₂ Air Quality Action Plan should be presented to Committee in August 2019.
- 5) To agree to investigate the possibility of a public display with real time data from the Nicholson Street monitoring station.

(References – Transport and Environment Committee on 5 October 2017 (item 7); report by the Executive Director of Place, submitted.)

12. The Management of Presentation Seats in Public Parks, Gardens, and Streets

Details were provided on the management of Presentation Seats, which due to budget savings over the last decade and consequent reductions to the number of staff available to maintain the seats, the Council was no longer able to sustain. Proposed changes to the maintenance programme for existing and future Presentation Seat donations were brought to the Committee.

Decision

- 1) To approve the revised maintenance programme and specification for refurbishment of the Council's Presentation Seats, as outlined in paragraph 3.8.
- 2) To approve proposals for a broader donation programme.

(Reference – report by the Executive Director of Place, submitted.)

13. Annual Review of Major Events in Parks 2017/2018

In response to a request that a review of events held in Edinburgh's parks be carried out and the results reported back to the Transport and Environment Committee on an annual basis, the report presented findings of the review for 2017/2018. Comments from consultees were noted and mitigating actions which would be considered to ensure continual improvement in the planning and management of future events were detailed.

Decision

- 1) To note the report.

- 2) To agree to adopt improvements for future events.

(References – Transport and Environment Committee on 26 August 2014 (item 6); report by the Executive Director of Place, submitted.)

14. Cremation Policy Update

Details were provided on the provision of a shared cremation of pregnancy loss service and the creation of a small garden of remembrance in Mortonhall Cemetery for the interment of babies' ashes. The report also identified a number of measures to improve family choice, ensure legal compliance of the service and introduce use of the Courtyard Entrance and a 'Simple Service' at Mortonhall Crematorium to assist with combating funeral poverty.

Decision

- 1) To note the report.
- 2) To approve the provision of a shared cremation of pregnancy loss service on a chargeable basis to healthcare providers that requested it.
- 3) To approve the creation of a small garden of remembrance in Mortonhall Cemetery for the interment (burial) of babies' ashes.
- 4) To approve the use of the Courtyard Entrance for coffins entering the crematorium at Mortonhall.
- 5) To approve the introduction of a 'Simple Service' at Mortonhall Crematorium at a reduced charge to assist with combating funeral poverty.
- 6) To approve the enforcement of management rules to protect the baby elephant memorial sculpture in Princes Street Gardens.

(Reference – report by the Executive Director of Place, submitted.)

15. Implementing the Programme for the Capital: Coalition

An update was provided of the progress against the 13 coalition commitments where Transport and Environment had responsibility.

Decision

- 1) To note the progress against the 13 coalition commitments.
- 2) To note that the coalition commitments formed part of the wider Council Performance Framework, which included corporate performance indicators that covered corporate performance and council service delivery.

(References – Act of Council (No. 7), 24 August 2017; report by the Executive Director of Place, submitted.)

16. Garden Waste Bin Collection Project: What Worked Well and Lessons Learned

In response to a motion by Councillor Jim Campbell at the Governance, Risk and Best Value in August 2018, the Chief Internal Auditor produced a report on the

implementation of the Garden Waste Charge, to understand what worked well and where lessons could be learned.

Decision

- 1) To note the garden waste project management team's view on those aspects of the project that worked well.
- 2) To note Internal Audit's (IA's) opinion on garden waste lessons learned in relation to the outbound calls for payment and project governance, with two Medium rated IA's findings raised.
- 3) To note that the Corporate Leadership Team (CLT) had agreed that, in order to mitigate the reputational risk associated with potential third-party fraud, outbound calls that sought payment would no longer be made by the Council and this decision would be publicised.
- 4) To refer the report to the Governance, Risk and Best Value Committee meeting in January 2019 for review and scrutiny.

(References – Governance, Risk and Best Value Committee on 28 August 2018 (item 20); report by the Executive Director of Resources, submitted.)

17. Waste and Cleansing Services Performance Update

An update was provided on the Waste and Cleansing Services performance for the period of July to September 2018. The Committee was also updated on the impact that the service changes in October had on missed bin reports and the actions being taken by the service to rectify these transition issues.

The report provided an update on the progress made towards the activities to revise the suite of performance reporting measures for the service over the last quarter and the next steps involved.

Motion

- 1) To note report in respect of Waste and Cleansing Services performance.
 - 2) To note the impact of the chargeable garden waste and four-day week kerbside collection model implemented in October 2018 had on service performance.
 - 3) To note the activities, and dependencies required to implement the revised performance reporting and the progress towards this.
- moved by Councillor Macinnes, seconded by Councillor Doran

Amendment

- 1) To note report in respect of Waste and Cleansing Services performance.
- 2) To note the impact of the chargeable garden waste and four-day week kerbside collection model implemented in October 2018 had on service performance.
- 3) To note the activities, and dependencies required to implement the revised performance reporting and the progress towards this.

- 4) To agree to a stand-alone report reviewing implementation and operation of Routesmart. The report should include detail on 'lessons-learned' to date and specific, measurable actions required to ensure waste collection services benefited fully from the previously stated benefits of this technology.

- moved by Councillor Cook, seconded by Councillor Douglas

In accordance with Standing Order 21(11), the amendment was accepted as an addendum to the motion.

Decision

- 1) To note the report in respect of Waste and Cleansing Services performance.
- 2) To note the impact of the chargeable garden waste and four-day week kerbside collection model implemented in October had on service performance.
- 3) To note the activities, and dependencies, required to implement the revised performance reporting and the progress towards this.
- 4) To agree to a stand-alone report reviewing implementation and operation of Routesmart. The report should include detail on 'lessons-learned' to date and specific, measurable actions required to ensure waste collection services benefited fully from the previously stated benefits of this technology.

(References – Transport and Environment Committee on 9 August 2018 (item 14); report by the Executive Director of Place, submitted.)

18. Place Directorate – Revenue Monitoring 2018-19 – Month Six Position

Details were provided of the projected month six revenue budget monitoring position for Place Directorate.

A corresponding set of management actions were developed to fully offset identified operational cost pressures. Whilst risks remained around their subsequent delivery this was reflected in the projected forecast.

Decision

- 1) To note that the half-year budget review undertaken for Place Directorate had concluded that there were identified proposed remedial measures to address existing budget pressures. There were inherent risks to the full delivery of these measures.
- 2) To note that approved savings in 2018/19 totalling £6.951m were currently 85% on target to be delivered; £5.879m. The Place Senior Management team (SMT) were looking to continue to work on robust management plans to deliver more of the £1.072m remaining savings.
- 3) To note that Place Directorate were forecasting an overspend of £1.072m in 2018/19. This was an improvement on the period three reported position and the Place SMT would continue to work on robust management plans to bring the budget towards balance.

(References – Transport and Environment Committee on 9 August 2018 (item 14); report by the Executive Director of Place, submitted.)

19. Edinburgh Trams Ltd – Changes to Operating Agreement

Approval was sought for changes to the current operating agreement with Edinburgh Trams Ltd. These changes were designed to:

- Transfer the responsibility for the maintenance of the tram network to Edinburgh Trams Ltd so that maintenance delivery and cost was optimised and managed at an operational level.
- Enable the company to operate an extended line, should the full business case for the tram line to Newhaven be approved.
- Modify governance arrangements while allowing the Council to retain control of its tram assets.
- Modify the payment regime to better reflect the costs of operating the tram line.

Decision

- 1) To approve the changes to the Operating Agreement with Edinburgh Trams as set out in the report.
- 2) To authorise the Executive Director of Place to conclude heads of terms with Edinburgh Trams Ltd by 31 December 2018.
- 3) To authorise the Executive Director of Place to negotiate and agree changes to the Operating Agreement in accordance with agreed heads of terms.
- 4) To note the financial and tax implications as set out in paragraphs 5.1 to 5.3 of the report.

Declaration of Interests

Councillors Booth, Doran and Macinnes declared a non-financial interest in the above item as a Director of Transport for Edinburgh.

(References – Act of Council (No. 10), 22 August 2013; report by the Executive Director of Place, submitted.)

20. Invitation to Visit Oslo

The Convener and Vice Convener of Transport and Environment were invited to visit Oslo to meet with the Deputy Mayor to discuss their plans for their city centre. This provided an opportunity to learn from Oslo and to consider their experiences in the context of the on-going Edinburgh: connecting our city, transforming our places activity.

Decision

- 1) To note acceptance by the Convener of Transport and Environment to visit Oslo on 9 November 2018.
- 2) To note the post-visit report in Appendix 3 of the report.

(References – Transport and Environment Committee on 9 August 2018 (item 12); report by the Executive Director of Place, submitted.)