

Notice of meeting and agenda

Transport and Environment Committee

10.00 am Thursday, 5th December, 2019

Dean of Guild Court Room - City Chambers

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

The law allows the Council to consider some issues in private. Any items under “Private Business” will not be published, although the decisions will be recorded in the minute.

Contacts

Email: veronica.macmillan@edinburgh.gov.uk / sarah.stirling@edinburgh.gov.uk

Tel: 0131 529 4283 / 0131 529 3009

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 Living Streets Edinburgh Group

4. Minutes

- 4.1 Minute of the Transport and Environment Committee of 11 October 2019 – submitted for approval as a correct record 7 - 22

5. Forward Planning

- 5.1 Transport and Environment Committee Work Programme 23 - 30
- 5.2 Transport and Environment Committee Rolling Actions Log 31 - 78

Business Bulletin

- 6.1 Transport and Environment Business Bulletin 79 - 96

7. Executive Decisions

7.1	Citywide Ban on 'A' Boards and Other Temporary On-Street Advertising Structures - 12 month review – Report by the Executive Director of Place	97 - 116
7.2	Progress Update on Edinburgh St James' GAM Works – Report by the Executive Director of Place	117 - 142
7.3	Decriminalised Traffic and Parking Enforcement (Update) – Report by the Executive Director of Place	143 - 166
7.4	Kirkliston and Queensferry Traffic and Active Travel Study – Report by the Executive Director of Place	167 - 244
7.5	Gilmore Place Driveway Parking Overhanging Footway - Response to Motion – Report by the Executive Director of Place	245 - 252
7.6	Communal Bin Enhancement Update – Report by the Executive Director of Place	253 - 266
7.7	Waste and Cleansing Performance Report – Report by the Executive Director of Place	267 - 280
7.8	2019 Air Quality Annual Progress Report – Report by the Executive Director of Place	281 - 300
7.9	Internal Audit - The Council's Road Service Improvement Plan - referral from the Governance, Risk and Best Value Committee – Report by	301 - 324
7.10	Place Directorate – Internal Audit Action Update – Report by the Executive Director of Place	325 - 348

8. Routine Decisions

8.1	Summertime Street Evaluation – Report by the Executive Director of Place	349 - 408
------------	--	-----------

8.2	Electric Vehicle Programme - referral from the Finance and Resources Committee – Report by the Executive Director of Place	409 - 424
8.3	Place Directorate – Revenue Monitoring 2019/20 – half-year report – Report by the Executive Director of Place	425 - 432

9. Motions

9.1 None.

Laurence Rockey

Head of Strategy and Communications

Committee Members

Councillor Lesley Macinnes (Convener), Councillor Karen Doran (Vice-Convener), Councillor Scott Arthur, Councillor Eleanor Bird, Councillor Nick Cook, Councillor Gavin Corbett, Councillor Scott Douglas, Councillor David Key, Councillor Kevin Lang, Councillor Claire Miller and Councillor Stephanie Smith

Information about the Transport and Environment Committee

The Transport and Environment Committee consists of 11 Councillors and is appointed by the City of Edinburgh Council. 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 Veronica Macmillan or Sarah Stirling, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 529 4283 / 0131 529 3009, email veronica.macmillan@edinburgh.gov.uk / sarah.stirling@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/cpol.

Webcasting of Council meetings

Please note this meeting may be filmed for live and subsequent broadcast via the Council's internet site – at the start of the meeting the Convener will confirm if all or part of the meeting is being filmed.

The Council is a Data Controller under current Data Protection legislation. We broadcast Council meetings to fulfil our public task obligation to enable members of the public to observe the democratic process. Data collected during this webcast will be retained in accordance with the Council's published policy including, but not limited to, for the purpose of keeping historical records and making those records available via the Council's internet site.

Generally the public seating areas will not be filmed. However, by entering the Council Chamber and using the public seating area, individuals may be filmed and images and sound recordings captured of them will be used and stored for web casting and training purposes and for the purpose of keeping historical records and making those records available to the public.

Any information presented by individuals to the Council at a meeting, in a deputation or otherwise, in addition to forming part of a webcast that will be held as a historical record, will also be held and used by the Council in connection with the relevant matter until that matter is decided or otherwise resolved (including any potential appeals and other connected processes). Thereafter, that information will continue to be held as part of the historical record in accordance with the paragraphs above.

If you have any queries regarding this, and, in particular, if you believe that use and/or storage of any particular information would cause, or be likely to cause, substantial damage or distress to any individual, please contact Committee Services (committee.services@edinburgh.gov.uk).

This page is intentionally left blank

Minutes

Transport and Environment Committee

10.00am, Friday 11 October 2019

Present

Councillors Macinnes (Convener), Arthur, Corbett, Douglas, Lang, McNeese-Mechan (substituting for Councillor Bird), McVey (substituting for Councillor Key), Miller, Mowat (substituting for Councillor Cook), Munro (substituting for Councillor Doran) and Smith.

1. Motion by Councillor Miller – Safe Cycle Journeys to School

(a) Deputation by Duddingston Parent Council

The Committee agreed to hear a deputation from Jocelyn Dellar on behalf of Duddingston Parent Council in relation to the Motion by Councillor Miller on Safe Cycle Journeys to School. Four children from Duddingston Primary School were also in attendance.

The deputation highlighted the following issues:

- That parents and pupils who commuted to Duddingston Primary along Duddingston Road had concerns regarding the safety of children walking, cycling and scooting to school.
- That there were problems with the concentration of drivers on Duddingston Road and double parking.
- That two primary schools and several nurseries were located along Duddingston Road and therefore many children commuted to school along this route.
- That children wanted to be able to cycle to school safely.
- That there had already been a hit and run incident on Duddingston Road.
- That there was a pinch point for traffic at St John's Road that caused congestion and poor visibility.
- That drivers on the road were frequently idling their engines when dropping off or picking up children which was resulting in greater pollution along the route.

The deputation requested that the Committee considered:

- The implementation of double yellow lines to address immediate safety concerns.
- A segregated cycle path on Duddingston Road.
- A joined up cycle network between Duddingston Primary and feeder schools Portobello High and Holyrood High.

- A portion of the budget to be set aside for active school travel.

(b) Motion by Councillor Miller – Safe Cycle Journeys to School

The following motion by Councillor Miller was submitted in terms of Standing Order 16:

“Committee

Notes calls from parents and young people for safe cycle routes to school, coming from a range of schools across Edinburgh including but not limited to Duddingston PS, Tollcross PS and St John’s RC PS

Agrees that all young people should have the opportunity to cycle to school

Calls for the upcoming refreshed Active Travel Action Plan to include a review and implementation plan for safe cycling routes to all primary schools

Additionally, requests officers work with the School Estates team to ensure all future new build schools specifically include arriving safely by bike into designs for school grounds”

Motion

To approve the motion by Councillor Miller.

- moved by Councillor Miller, seconded by Councillor Corbett

Amendment

- 1) To remove the paragraphs 3 and 4 of the motion by Councillor Miller and replace with:

“Notes that the upcoming refreshed Active Travel Action Plan will include actions to address safe cycling and walking to primary and secondary schools.

Additionally, requests that all future new build schools specifically include measures to ensure safe and convenient pupil access on foot and by bike, including on the road network in the vicinity of the school as well as within school grounds.”

- 2) To agree that Duddingston Road would be added to the forthcoming report on the review of cycle provision.
- 3) To agree that a written update which would clearly set out how the deputation’s concerns could be addressed would be circulated to the deputation, the Committee and the local ward councillors.

- moved by Councillor Macinnes, seconded by Councillor Arthur

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

Decision

- 1) To approve the following adjusted motion by Councillor Miller:

“Committee

Notes calls from parents and young people for safe cycle routes to school, coming from a range of schools across Edinburgh including but not limited to Duddingston PS, Tollcross PS and St John's RC PS

Agrees that all young people should have the opportunity to cycle to school

Notes that the upcoming refreshed Active Travel Action Plan will include actions to address safe cycling and walking to primary and secondary schools.

Additionally, requests that all future new build schools specifically include measures to ensure safe and convenient pupil access on foot and by bike, including on the road network in the vicinity of the school as well as within school grounds."

- 2) To agree that Duddingston Road would be added to the forthcoming report on the review of cycle provision.
- 3) To agree that a written update which would clearly set out how the deputation's concerns could be addressed would be circulated to the deputation, the Committee and the local ward councillors.

2. Minutes

Decision

To approve the minute of the Transport and Environment Committee of 12 September 2019 as a correct record.

3. Transport and Environment Committee Work Programme

The Transport and Environment Committee Work Programme was presented.

Decision

- 1) To note that Item 6 – Single Use Plastics had been deferred to Spring 2020.
- 2) To note that Item 7 – Marchmont to Kings Buildings Cycle Route – Objections to Traffic Regulation Order and Redetermination Order had been deferred to the February 2020 Committee.
- 3) To note that Item 18 - Smarter Choices Smarter Places update and 20/21 bid had been deferred to the February 2020 Committee
- 4) To otherwise note the Work Programme.

(Reference – Work Programme, submitted.)

4. Transport and Environment Committee Rolling Actions Log

The Transport and Environment Committee Rolling Actions Log for September 2019 was presented.

Decision

- 1) To agree to close the following actions:

- Action 17(2) – Rolling Actions Log
 - Action 21 – Business Bulletin
 - Action 33 – Petitions for Consideration: Parking Issues in Shandon
 - Action 40 – Emergency Motion by Councillor Macinnes – Deposit Return Scheme
 - Action 42 – Motion by Councillor Webber - Waste Collection Service
 - Action 43 – Strategic Review of Parking – Review Results for Areas 2 and 3 and South Morningside Consultation Results
 - Action 44 – Petition for Consideration – Reinstate the Bus Stop at North Mid Liberton
 - Action 46 – Public Transport Priority Action Plan Update
 - Action 52(3) – Motion by Councillor Mowat – Summertime Streets Programme
 - Action 54 – Bus Stop Removal, Liberton Road at Goods Corner
- 2) To agree not to close Action 46 - Public Transport Priority Action Plan Update to allow officers to consult with ward Councillors and to note this would be raised in the forthcoming City Mobility Plan report.
 - 3) To agree that officers would check if the briefing note on Action 14(4) – Electric Vehicle Infrastructure: Business Case had been circulated and if not, to agree that the briefing note would be circulated.
 - 4) To agree that officers would check if a briefing to members on Action 15(1) – Proposed Increase in Scale of Rollout and Amendment to Contract for On-Street Secure Cycle Parking had been carried out and if not, to agree that a briefing would be provided.
 - 5) To agree that officers would check if the update had been provided in the Business Bulletin for Action 18(1) - Transport Asset Management Plan (TAMP) and if not to bring an update to the next Business Bulletin.
 - 6) To otherwise note the outstanding actions.

(Reference – Rolling Actions Log, submitted.)

5. Transport and Environment Committee Business Bulletin

The Transport and Environment Committee Business Bulletin for October 2019 was presented.

Decision

- 1) To note that the Proposal for a Conscientious Objectors Memorial in West Princes Street Gardens was now under the remit of the Culture and Communities Committee.
- 2) To agree to incorporate the analysis on Granton Square into the Granton Waterfront Project.

- 3) To agree to update Colinton Community Councillors on closures to public conveniences.
- 4) To agree that officers would consult with Committee Services about ward callings for items contained within the business bulletin.
- 5) To otherwise note the business bulletin.

(Reference – Business Bulletin, submitted.)

6. National Transport Strategy 2 – Response to Consultation

The 'National Transport Strategy 2 – Draft for Consultation' was summarised and the Council's formal response to the consultation was provided. Opportunities were identified for how the National Transport Strategy could better support Edinburgh's developing City Mobility Plan (a strategic framework for the effective movement of people and goods around Edinburgh) and the future Edinburgh and South East Scotland Region Growth Framework (aimed at delivering a joined up approach to regional economic growth, planning, transport, infrastructure and housing).

Motion

- 1) To note the findings from a coordinated review of the 'National Transport Strategy 2 – Draft for Consultation' contained within this report.
 - 2) To authorise the submission of the responses appended to this report on behalf of the Council.
- moved by Councillor Macinnes, seconded by Councillor Munro

Amendment 1

- 1) To agree that in addition to the answer drafted at Q1, to expand the answer to also explain that "sustainability" should be clarified as being environmental sustainability in order to clear up any ambiguity in the vision.
- 2) To agree that in addition to the answer drafted at Q2b, to expand the answer to explain that CEC considered action on climate change to be urgent, and that therefore "Takes Climate Action" should be the highest priority; to recognise that all four priorities were interlinked, and that prioritisation of "Takes Climate Action" would support the other priorities of equality, prosperity and health and wellbeing.
- 3) To agree that in addition to the answer drafted at Q3, to expand the answer to describe the increase in pressure on cities such as Edinburgh as a result of investment in expansion of the trunk road network and that mitigation of this effect was currently very costly to cities.
- 4) To agree that in addition to the answer drafted at Q5a, to expand the answer to include cross-boundary cycle routes in the examples of cross-boundary transport requirements.
- 5) To agree that in addition to the answer drafted at Q5b, to expand the comments about citizens being unable to easily relate to Edinburgh on the whole when providing feedback and views, to explain that the traditional forms of consultation

did not always successfully enable and empower citizens to express their views, and that by employing more modern methods and channels to consult citizens we would anticipate a greater degree of informed engagement, and as such we would welcome more participatory models of citizen engagement and consultation in the locations and settings where citizens were best able to provide their views.

- 6) To agree that in the answer drafted at Q7a, insert the word “some” into paragraph 4 so that the phrase read “while Edinburgh was well connected to some cities across the UK by rail”.
- 7) To agree that in addition to the answer drafted at Q8a, to expand the answer to include mention of poor links to some cities which have had longer journey times from Edinburgh by rail than by car (for example Perth); the lack of international travel options from the east coast of Scotland across the North Sea to Europe; and the barriers to local authorities in implementing segregated cycling infrastructure that would allow all those who wish to travel by bike to do so safely
- 8) To agree that in addition to the answer drafted at Q8b, to expand the answer to highlight the need for active travel and public transport to become the most affordable, most convenient and most attractive options, which would increase demand for these modes; also expand to explore a vehicle scrappage scheme for those who choose to change to electric bike; also expand to explore investment in enablers of modern working practices (for example internet connectivity, more flexibility in working hours, patterns and contracts) to reduce the requirement to travel or make single-purpose journeys; also expand to call for local authorities to have the power to implement segregated cycling infrastructure in a timely way.
- 9) To agree that in addition to the answer drafted at Q9, to expand the answer regarding “increasing accountability” to recognise all forms of cross-boundary travel in addition to commuting such as freight and business service related travel.
- 10) To agree that in addition to the answer drafted at Q10, expand the theme of concessionary travel to also highlight the benefits of possible expansion of the current successful scheme to include additional groups and demographics, as this would fit with the Vision and fulfil the “Promotes Equality” and “Takes Climate Action” priorities in particular.

- moved by Councillor Miller, seconded by Councillor Corbett

Amendment 2

- 1) To note the findings from a coordinated review of the ‘National Transport Strategy 2 – Draft for Consultation’ contained within the report.
- 2) To authorise the submission of the responses appended to the report on behalf of the Council.

- moved by Councillor Mowat, seconded by Councillor Smith

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 amendment - 3 votes

(For the motion – Councillors Arthur, Corbett, Lang, Macinnes, McNeese-Mechan, MacVey, Miller and Munro

For the amendment – Councillors Douglas, Mowat and Smith.)

Decision

To approve the following adjusted motion by Councillor Macinnes:

- 1) To note the findings from a coordinated review of the ‘National Transport Strategy 2 – Draft for Consultation’ contained within the report.
- 2) To authorise the submission of the responses appended to the report on behalf of the Council.
- 3) To agree that in addition to the answer drafted at Q1, to expand the answer to also explain that “sustainability” should be clarified as being environmental sustainability in order to clear up any ambiguity in the vision.
- 4) To agree that in addition to the answer drafted at Q2b, to expand the answer to explain that CEC considered action on climate change to be urgent, and that therefore “Takes Climate Action” should be the highest priority; to recognise that all four priorities were interlinked, and that prioritisation of “Takes Climate Action” would support the other priorities of equality, prosperity and health and wellbeing.
- 5) To agree that in addition to the answer drafted at Q3, to expand the answer to describe the increase in pressure on cities such as Edinburgh as a result of investment in expansion of the trunk road network and that mitigation of this effect was currently very costly to cities.
- 6) To agree that in addition to the answer drafted at Q5a, to expand the answer to include cross-boundary cycle routes in the examples of cross-boundary transport requirements.
- 7) To agree that in addition to the answer drafted at Q5b, to expand the comments about citizens being unable to easily relate to Edinburgh on the whole when providing feedback and views, to explain that the traditional forms of consultation did not always successfully enable and empower citizens to express their views, and that by employing more modern methods and channels to consult citizens we would anticipate a greater degree of informed engagement, and as such we would welcome more participatory models of citizen engagement and consultation in the locations and settings where citizens were best able to provide their views.

- 8) To agree that in the answer drafted at Q7a, insert the word “some” into paragraph 4 so that the phrase read “while Edinburgh was well connected to some cities across the UK by rail”.
- 9) To agree in addition to the answer drafted at Q8a, to expand the answer to include mention of poor links to some cities which have had longer journey times from Edinburgh by rail than by car (for example Perth); the lack of international travel options from the east coast of Scotland across the North Sea to Europe; and the barriers to local authorities in implementing segregated cycling infrastructure that would allow all those who wish to travel by bike to do so safely
- 10) To agree that in addition to the answer drafted at Q8b, to expand the answer to highlight the need for active travel and public transport to become the most affordable, most convenient and most attractive options, which would increase demand for these modes; also expand to explore a vehicle scrappage scheme for those who choose to change to electric bike; also expand to explore investment in enablers of modern working practices (for example internet connectivity, more flexibility in working hours, patterns and contracts) to reduce the requirement to travel or make single-purpose journeys; also expand to call for local authorities to have the power to implement segregated cycling infrastructure in a timely way.
- 11) To agree that in addition to the answer drafted at Q9, to expand the answer regarding “increasing accountability” to recognise all forms of cross-boundary travel in addition to commuting such as freight and business service related travel.
- 12) To agree that in addition to the answer drafted at Q10, expand the theme of concessionary travel to also highlight the benefits of possible expansion of the current successful scheme to include additional groups and demographics, as this would fit with the Vision and fulfil the “Promotes Equality” and “Takes Climate Action” priorities in particular.

(References – Transport and Environment Committee on 16 May 2019 (item 12); report by the Executive Director of Place, submitted)

7. Parking in Carnegie Court

The Council had received several complaints from Carnegie Court residents regarding inconsiderate commuter parking in their parking area (See Appendix 1 of the report for the map of the area). Residents had reported that such parking prevented them parking near to their homes, increased traffic in the area, had a negative impact on road safety and restricted access for refuse collection vehicles. It was requested that the Council acted to tackle these issues and an used an approach that would address residents’ concerns was proposed.

Decision

- 1) To approve the start of the necessary Traffic Regulation Order (TRO) process to introduce parking controls in Carnegie Court.

- 2) To approve, as part of the same process above, the transfer of properties 178 to 186 Pleasance from Zone 3 to Zone 7.

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

8. Evaluation of the 20mph Speed Limit Roll Out

An evaluation of the roll out of 20mph speed limits in Edinburgh was presented. The evaluation examined changes to traffic speeds and volumes, public perceptions and behaviour, and air quality before and after the 20mph rollout. It also briefly considered initial indications in relation to changes in collisions and casualties.

A strategy of further actions the Council might wish to consider on streets where there might be continuing non-compliance with the new limits was included. Furthermore, a number of requests for streets to be added to the 20mph network were reviewed and preliminary consideration of further pro-active expansion of the network was included.

Motion

- 1) To note the results of the Council's initial 20mph monitoring programme, as detailed in the report.
 - 2) To note the independent evaluation of the impacts of 20mph speed limits in Edinburgh undertaken by the National Institute of Health Research (NIHR) project team.
 - 3) To approve commencing the statutory process to add the additional streets, as detailed in table 3 of the report, to the 20mph network.
 - 4) To approve the strategy for further actions the Council might wish to consider in streets where there might be continuing non-compliance with the new limits as set out in the report.
 - 5) To note that consideration was being given to the potential for further extension of the 20mph network and that a report on this subject would be brought to first meeting of the Transport and Environment Committee in 2020.
 - 6) To note that a further report on the analysis of road casualties would be presented to the Transport and Environment Committee in 2021, three years after completion of the final phase of the 20mph network.
 - 7) To agree that of the 66 streets surveyed, the percentage that this was of the entire network would be provided to Councillor Douglas
 - 8) To agree to circulate the data that had been collected on all streets to Councillors and to publish the data with an explanation to accompany the data.
 - 9) To agree that Councillor Lang would write to the Convener on the areas he felt the report could expand upon.
- moved by Councillor Macinnes, seconded by Councillor Munro

Amendment

- 1) To note the results of the Council's initial 20mph monitoring programme, as detailed in the report.

- 2) To note the independent evaluation of the impacts of 20mph speed limits in Edinburgh undertaken by the National Institute of Health Research (NIHR) project team.
 - 3) To approve commencing the statutory process to add the additional streets, as detailed in table 3 of the report, to the 20mph network.
 - 4) To approve the strategy for further actions the Council might wish to consider in streets where there might be continuing non-compliance with the new limits as set out in the report.
 - 5) To note that consideration was being given to the potential for further extension of the 20mph network and that a report on this subject would be brought to first meeting of the Transport and Environment Committee in 2020.
 - 6) To note that a further report on the analysis of road casualties and vehicle speeds would be presented to the Transport and Environment Committee in 2021, three years after completion of the final phase of the 20mph network.
 - 7) To agree that appendix 3 of the report should be shared with all elected members and feedback sought on whether this represented a complete list of roads where concerns had been raised in terms of compliance.
 - 8) To agree that the February 2020 report to the Transport and Environment Committee should provide a broader, clearer and more quantifiable set of criteria for the installation of additional physical traffic calming measures.
 - 9) To agree that of the 66 streets surveyed, the percentage that this was of the entire network would be provided to Councillor Douglas
 - 10) To agree to circulate the data that had been collected on all streets to Councillors and to publish the data with an explanation to accompany the data.
 - 11) To agree that Councillor Lang would write to the Convener on the areas he felt the report could expand upon.
- moved by Councillor Lang, seconded by Councillor Mowat

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

Decision

- 1) To note the results of the Council's initial 20mph monitoring programme, as detailed in the report.
- 2) To note the independent evaluation of the impacts of 20mph speed limits in Edinburgh undertaken by the National Institute of Health Research (NIHR) project team.
- 3) To approve commencing the statutory process to add the additional streets, as detailed in table 3 of the report, to the 20mph network.
- 4) To approve the strategy for further actions the Council might wish to consider in streets where there might be continuing non-compliance with the new limits as set out in the report.

- 5) To note that consideration was being given to the potential for further extension of the 20mph network and that a report on this subject would be brought to first meeting of the Transport and Environment Committee in 2020.
- 6) To note that a further report on the analysis of road casualties and vehicle speeds would be presented to the Transport and Environment Committee in 2021, three years after completion of the final phase of the 20mph network.
- 7) To agree that appendix 3 of the report should be shared with all elected members and feedback sought on whether this represented a complete list of roads where concerns had been raised in terms of compliance.
- 8) To agree that the February 2020 report to Committee should provide a broader, clearer and more quantifiable set of criteria for the installation of additional physical traffic calming measures.
- 9) To agree that of the 66 streets surveyed, the percentage that this was of the entire network would be provided to Councillor Douglas
- 10) To agree to circulate the data that had been collected on all streets to Councillors and to publish the data with an explanation to accompany the data.
- 11) To agree that Councillor Lang would write to the Convener on the areas he felt the report could expand upon.

(References – Transport and Environment Committee on 12 January 2016 (item 17); report by the Executive Director of Place, submitted)

9. Household Waste Recycling Centres - Update

An update was provided on the Household Waste Recycling Centres (HWRCs) following the revision to opening hours which took effect on 1 April 2019.

Decision

- 1) To note the report.
- 2) To agree to receive an updated Household Waste Recycling Centre Access Policy within two cycles.
- 3) To circulate a briefing note to members on the closures of household waste recycling centre closures, including information on the baseline of closures and the effect of closures on fly-tipping.
- 4) To note that that there would be an update in the Business Bulletin in December 2019 on performance targets.

(References – Transport and Environment Committee on 5 March 2019 (item 10); report by the Executive Director of Place, submitted)

10. Edinburgh's Low Emission Zones – update

The City of Edinburgh Council (CEC) was working with the Scottish Government to develop and implement Low Emission Zones (LEZ). LEZs were being progressed in Edinburgh, Glasgow, Dundee, and Aberdeen as a tool to address longstanding non-compliance with nitrogen dioxide legal objectives.

LEZs in Edinburgh had been progressed alongside the development of the local transport strategy, City Mobility Plan (CMP), and Edinburgh City Centre Transformation (CCT). Together these projects aimed to improve placemaking and connectivity in Edinburgh and had a key focus on prioritising sustainable choices and reducing the need for private car use.

Between May and July 2019, the Council publicly consulted on proposals for a LEZ including a city centre zone boundary applying to all vehicle types and a city-wide boundary applying to commercial vehicles (buses, coaches, taxi and private hire, light and heavy goods vehicles). The consultation also set out proposals for when enforcement would start.

Motion

- 1) To note that the report set out the main findings following consultation on a proposed LEZ scheme held between May and July 2019.
 - 2) To note that the report provided a draft Integrated Impact Assessment, a summary report on LEZ impacts on commercial fleets in operation in Edinburgh, and an update on transport modelling work.
 - 3) To note that there was ongoing assessment work as part of the Cleaner Air for Scotland, National Modelling Framework, including analysis of traffic modelling and air quality modelling.
 - 4) To note that as a result of 1 – 3 above, additional work was required to develop the proposed scheme.
 - 5) To note that a further report would be prepared for Transport and Environment Committee in February 2020 on the key workstreams underway (including refined impact assessments, transport and air quality modelling and a revised LEZ scheme).
 - 6) To agree to have an update in the Business Bulletin in December 2019 on an overview of the legislative options.
 - 7) To agree to arrange a briefing for members on the overview.
 - 8) To agree that supplementary reports and modelling work would be made public once available.
- moved by Councillor Macinnes, seconded by Councillor Munro

Amendment

- 1) To note that the report set out the main findings following consultation on a proposed LEZ scheme held between May and July 2019.
- 2) To note that the report provided a draft Integrated Impact Assessment, a summary report on LEZ impacts on commercial fleets in operation in Edinburgh, and an update on transport modelling work.
- 3) To note that there was ongoing assessment work as part of the Cleaner Air for Scotland, National Modelling Framework, including analysis of traffic modelling and air quality modelling.

- 4) To note that as a result of 1 – 3 above, additional work was required to develop the proposed scheme.
- 5) To note that a further report would be prepared for Transport and Environment Committee in February 2020 on the key workstreams underway (including refined impact assessments, transport and air quality modelling and a revised LEZ scheme).
- 6) To thank external partners such as British Heart Foundation for their offers to support the Council's continuing work on the LEZ scheme, and to agree to collaborative work to make best use of partners research resource and expertise where appropriate during the period running up to the report in February 2020.
- 7) To agree to have an update in the Business Bulletin in December 2019 on an overview of the legislative options.
- 8) To agree to a briefing for members on the overview.
- 9) To agree that supplementary reports and modelling work would be made public once available.

- moved by Councillor Miller, seconded by Councillor Corbett

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

Decision

- 1) To note that the report set out the main findings following consultation on a proposed LEZ scheme held between May and July 2019.
- 2) To note that the report provided a draft Integrated Impact Assessment, a summary report on LEZ impacts on commercial fleets in operation in Edinburgh, and an update on transport modelling work.
- 3) To note that there was ongoing assessment work as part of the Cleaner Air for Scotland, National Modelling Framework, including analysis of traffic modelling and air quality modelling.
- 4) To note that as a result of 1 – 3 above, additional work was required to develop the proposed scheme.
- 5) To note that a further report would be prepared for Transport and Environment Committee in February 2020 on the key workstreams underway (including refined impact assessments, transport and air quality modelling and a revised LEZ scheme).
- 6) To thank external partners such as British Heart Foundation for their offers to support the council's continuing work on the LEZ scheme, and to agree to collaborative work to make best use of partners research resource and expertise where appropriate during the period running up to the report in February 2020.
- 7) To agree to have an update in the Business Bulletin in December 2019 on an overview of the legislative options.
- 8) To agree to arrange a briefing for members on the overview.

- 9) To agree that supplementary reports and modelling work would be made public once available.

(References – Transport and Environment Committee on 16 May 2019 (item 11); report by the Executive Director of Place, submitted)

11. Open Streets Programme Progress Report

On 28 February 2019, the Transport and Environment Committee approved the scale and delivery process for an 18-month Open Streets Programme. The public engagement in August 2018 was focussed around 15 ideas to create a more active and connected city, a healthier environment, a transformed city centre and improved neighbourhood streets. Edinburgh was the first city in the United Kingdom to implement an Open Streets Programme with an inaugural event on the 5 May 2019.

Open Streets was supported in its delivery by funding partners including Sustrans through the “Places for Everyone” programme. The early evidence and feedback from business as well as residents had broadly been positive and indicated a preference for early consultation and consistency in the implementation of Open Street initiatives.

The progress in delivering the first three Open Streets days was summarised. There had been considerable interest from other cities in the United Kingdom as well as international interest in Edinburgh’s approach and there was scope for “best practice” models of engagement to be shared as part of the Open Streets movement.

Decision

- 1) To note the progress of the implementation of the Open Streets Programme.
- 2) To note the Evaluation and Monitoring Plan.
- 3) To note the Programme Plan, budget, and model for community engagement.
- 4) To agree that officers would share the final list of consultees that notices were given to with ward councillors.

(References – Transport and Environment Committee on 28 February 2019 (item 6); report by the Executive Director of Place, submitted)

12. Place Directorate – Financial Monitoring 2019/20 – Month Three Position

As at month three, a residual pressure of £1.236m remained in the Place General Fund (GF) revenue budget. Place Directorate remained fully committed to taking the necessary actions to deliver approved savings and address identified operational cost pressures and were actively developing their budget management strategy and framework to bring the Place revenue budget towards balance.

Decision

- 1) To note the position in respect of the General Fund (GF) revenue budget.
- 2) To agree that officers would provide a briefing to Councillor Miller on the reason for the delay of the TRO for the Parking Action Plan phase 2.

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

13. Roads Infrastructure Capital Investment Update

Details were provided on Roads Infrastructure capital delivery in 2018/19. This included carriageway and footway investment, bus stop improvements, drainage and surface enhancements.

The total investment in carriageways and footways in 2018/19 was £15.487m. This included the approved 2018/19 budget and budget carried forward from previous financial years. A breakdown of the spend was provided.

The details of the key capital investment areas to date in 2019/20 were also provided.

Motion

- 1) To note the report.
 - 2) To note the progress in delivering the 2019/20 capital programme as detailed in section 4 of the report.
 - 3) To agree that an updated profile of resurfacing schemes would be circulated to members.
- moved by Councillor Macinnes, seconded by Councillor Munro

Amendment

- 1) To note the report.
 - 2) To note the progress in delivering the 2019/20 capital programme as detailed in section 4 of the report.
 - 3) To seek an update on progress against delivery of the 2019/20 capital investment plan at the end of month 9 and to agree this information should be provided by way of a members' briefing as soon as practicable.
 - 4) To agree that an updated profile of resurfacing schemes would be circulated to members.
- moved by Councillor Lang, seconded by Councillor Mowat

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

Decision

- 1) To note the report.
- 2) To note the progress in delivering the 2019/20 capital programme as detailed in section 4 of the report.
- 3) To seek an update on progress against delivery of the 2019/20 capital investment plan at the end of month 9 and agree this information should be provided by way of a members' briefing as soon as practicable.
- 4) To agree that an updated profile of resurfacing schemes would be circulated to members.

(References – Transport and Environment Committee on 5 March 2019 (item 6); report by the Executive Director of Place, submitted)

14. Roads Services Improvement Plan Update

The progress that had been made in delivering the outstanding actions contained within the Roads Services Improvement Plan was set out. An update was provided on changes that had been made to organisational structures and the intention was set out to use the new management team to re-design an updated Improvement Plan to further drive performance.

Decision

- 1) To note the report and the positive progress made to date.
- 2) To agree that a new redesigned improvement plan would be drafted to take account of the progress made to date and the realigned service structure and responsibilities. This new plan would be submitted to Committee for approval by March 2020.

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

Work Programme

Transport and Environment Committee

5 December 2019

Ex	Title / description	Purpose/Reason	Executive/Routine	Directorate/Lead Officer	Expected Reporting Date
1.	Stadiums review 2020 (Title TBC)	As referred in the Strategic review of parking report to T&E on 12 Sept - para 4.30		Executive Director of Place Lead Officer: Ewan Kennedy 0131 469 3575 ewan.kennedy@edinburgh.gov.uk	27 February 2020
2.	LEZ project	Report to T&E in FEB 2020 as per recommendation 1.4 in report to T&E in Oct 2019		Executive Director of Place Lead Officer: Andrea Mackie 0131 529 4238 andrea.mackie@edinburgh.gov.uk	27 February 2020
3.	Corstorphine Road Pedestrian Crossing Facility - Objections to Traffic Regulation Order Amendment	To inform the Committee of the objections received to the statutory consultation		Executive Director of Place Lead Officer: Katie Green 0131 469 3668 katie.green@edinburgh.gov.uk	27 February 2020
4.	Public Convenience Strategy			Executive Director of Place Lead Officer: Karen Reeves 0131 469 5196	27 February 2020

Page 23

Agenda Item 5.1

				karen.reeves@edinburgh.gov.uk	
5.	Transport for Edinburgh Strategic Plan 2020 and Lothian Buses Plan 2020	Executive		Executive Director of Place Lead Officer: Stuart Lowrie 0131 469 3622 stuart.lowrie@edinburgh.gov.uk	27 February 2020
6.	Parking Action Plan Update	To update Committee on progress made in delivering upon the actions contained within the Parking Action Plan.		Executive Director of Place Lead Officer: Andrew MacKay 0131 469 3577 a.mackay@edinburgh.gov.uk	27 February 2020
7.	No 2 Air quality action plan review			Executive Director of Place Lead Officer: Will Garrett 0131 469 3636 will.garrett@edinburgh.gov.uk	27 February 2020
8.	George Street and The first New Town Design project (GNT)	As referred to in the BB update to T&E in October 2019		Executive Director of Place Lead Officer: Jamie Robertson 0131 469 3654 jamie.robertson@edinburgh.gov.uk	27 February 2020
9.	Roads Services Improvement Plan Update	As per recommendation 1.1.2 in the report considered by T&E In oct 2019		Executive Director of Place Lead Officer: Gareth Barwell 0131 529 5844 gareth.barwell@edinburgh.gov.uk	27 February 2020
10.	Marchmont to Blackford Cycle Route - Objections to Traffic Regulation Order and Redetermination Order	To inform the Committee of the objections received to the statutory consultation		Executive Director of Place Lead Officer: Bryan Mackie 0131 469 5678 bryan.mackie@edinburgh.gov.uk	27 February 2020

11.	Smarter Choices Smarter Places Update and 2020-21 Bid	Purpose - To provide an update on the delivery of the current SCSP programme, and outline recommended work packages for next financial year.		Executive Director of Place Lead Officer: Judith Cowie 0131 469 3694 judith.cowie@edinburgh.gov.uk	27 February 2020
12.	Motion by Councillor Rae – Greening the Fringe	Action from T&E in September - Calls for officers to investigate the possibility of hardwired power in public spaces to allow pop-up venues to use energy from renewable sources instead of having to opt for gas power and report back to the Transport and Environment Committee within three cycles. Asks waste services to reconsider the level of recycling provision in public spaces, during festival season in particular. Calls for a report on how the council can encourage car sharing schemes during the primary festival season in August to		Executive Director of Place Lead Officer: Andy Williams 0131 469 5660 andy.williams@edinburgh.gov.uk Executive Director of Place Lead Officer: Alison Coburn 0131 529 3149 alison.coburn@edinburgh.gov.uk	27 February 2020

		return to the Transport and Environment Committee within three cycles.			
13.	CCWEL Section 1 (Roseburn to Haymarket) – Public Hearings of Objections to Traffic Regulation Order	To report on the outcome of the Public Hearing for TRO/17/91 and RSO/18/05, related to the CCWEL Section 1 (Roseburn to Haymarket)		Executive Director of Place Lead Officer: Rurighd McMeddes 0131 469 3606 rurighd.mcmeddes@edinburgh.gov.uk	27 February 2020
14.	Roads Services Improvement Plan	As per report to T&E in Oct, new plan to be submitted to T&E by March 2020		Executive Director of Place Lead Officer: Gareth Barwell 0131 529 5844 gareth.barwell@edinburgh.gov.uk	27 February 2020
15.	Sale of Goods on the Street - Review of Current Policy and Options for Control	Recommendations - notes the potential options around managing goods on the street; 1.1.2 notes the steps required to evaluate the options in more detail through engagement with key stakeholders; and 1.1.3 agrees whether to either: 1.1.3.1 continue with the Council's current approach to managing goods on the street, supported by a communications campaign		Executive Director of Place Lead Officer: Will Garrett/David Leslie 0131 469 3636/0131 469 3948 will.garrett@edinburgh.gov.uk / david.leslie@edinburgh.gov.uk	27 February 2020

		to ensure businesses are aware of the legislative requirements; or 1.1.3.2 proceed with stakeholder engagement to explore the options in more detail and report back to Committee with a recommendation on the preferred way forward.			
16.	Edinburgh City Centre Transformation	Action from CCT report to T&E in Sept 2019 - agrees that progress updates will be reported to Transport and Environment Committee every six months with key gateway PDP reviews in years 3, 5, 7 and 10.		Executive Director of Place Lead Officer: Andrew Smith 0131 469 3762 andrew.smith@edinburgh.gov.uk	27 February 2020
17.	Progress in Implementing the Integrated Weed Control Programme			Executive Director of Place Lead Officer: David Jamieson 0131 529 7055 david.jamieson@edinburgh.gov.uk	27 February 2020
18.	Rationalisation of Bus Stops			Executive Director of Place Lead Officer: Ewan Kennedy 0131 469 3575 ewan.kennedy@edinburgh.gov.uk	27 February 2020
19.	TRO/18/18 - Cramond, Dalmeny, Kirkliston - Edinburgh - Speed Limits; Objections to Traffic			Executive Director of Place Lead Officer: Allan Hood 0131 469 3393 allan.hoad@edinburgh.gov.uk	27 February 2020

	Regulation Order Amendment				
20.	Public Utility Company Performance and Road Work Co-ordination April to September 2019/20			Executive Director of Place Lead Officer: Stuart Harding 0131 529 3704 stuart.harding@edinburgh.gov.uk	27 February 2020
21.	Update on Local Transport Strategy Speed Limit Policies Safe 5 and Safe 6 including Evaluation of the 20mph speed limit roll out			Executive Director of Place Lead Officer: Katie Green 0131 469 3668 katie.green@edinburgh.gov.uk	27 February 2020
22.	Updated Households Waste Recycling Centre Access Policy			Executive Director of Place	27 February 2020
23.	Communal Bin Enhancement Project	As per report to T&E in Dec - Phase 1 will be presented at the T&E Committee on 27 February 2020		Executive Director of Place Lead Officer: Karen Reeves 0131 469 5196 karen.reeves@edinburgh.gov.uk	27 February 2020
24.	Deposit Return Scheme			Executive Director of Place Lead Officer: Andy Williams 0131 469 5660 andy.williams@edinburgh.gov.uk	27 February 2020
25.	Summertime Streets 2020			Executive Director of Place Lead Officer: Alison Coburn 0131 529 3149 alison.coburn@edinburgh.gov.uk	27 February 2020

26.	Subsidised Bus services			Executive Director of Place Lead Officer: Stuart Lowrie 0131 469 3622 stuart.lowrie@edinburgh.gov.uk	27 February 2020
27.	Water of Leith Basin update			Executive Director of Place Lead Officer: Paul Lawrence 0131 529 7325 paul.lawrence@edinburgh.gov.uk	27 February 2020
28.	Carbon Impact of Waste			Executive Director of Place Lead Officer: Angus Murdoch 0131 469 5427 Angus.Murdoch@edinburgh.gov.uk	27 February 2020
29.	Public Transport priority action plan update			Executive Director of Place Lead Officer: Ewan Kennedy 0131 469 3575 ewan.kennedy@edinburgh.gov.uk	27 February 2020

This page is intentionally left blank

Rolling Actions Log

Transport and Environment Committee

5 December 2019

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	7 June 2016	Review of Scientific Services & Mortuary Services	To agree to accept further reports on the outcome of the financial impact assessment of a Scottish Shared Scientific Service and the outline business case for the shared laboratory and mortuary facility in the Edinburgh BioQuarter.	Executive Director of Place Lead Officer: Robbie Beattie Scientific & Environmental Services Manager 0131 555 7980 robbie.beattie@edinburgh.gov.uk	March 2020		A national review is continuing and officers are awaiting further clarity on the outcome of this before bringing forward this report.
2	30 August 2016	Water of Leith Valley Improvement Proposals (Dean to Stockbridge Section)	To ask that the outcome of the feasibility study be reported to a future meeting of the Transport and Environment Committee.	Executive Director of Place Lead Officer: David Jamieson Parks, Greenspace & Cemeteries 0131 529 7055 david.jamieson@edinburgh.gov.uk	February 2020		This action will be transferred to the Culture and Communities Committee The feasibility study has been

Page 31

Agenda Item 5.2

							completed by Dean Valley Regeneration Ltd (Community Trust). An Expression of Interest is being prepared for National Lottery Heritage Fund consideration. We will report the outcome to committee when available
17 January 2017	Transport for Edinburgh Strategic Plan 2017 – 2021 and Lothian Buses Plan 2017-2019	1)	To approve Lothian Buses Business Plan 2017-2019 noting the areas for further work as set out in paragraph 3.20, and to request a progress report by Autumn 2017 on these matters.	Executive Director of Place Lead Officer: Ewan Kennedy, Senior Manager – Transport Networks ewan.kennedy@edinburgh.gov.uk 0131 469 3575	February 2020		
		2)	To note that Transport for Edinburgh’s three-year operational plan would be presented at a future Committee meeting for approval.		February 2020		Officers are continuing to work with Transport for Edinburgh on this and a report will be prepared

							when their Business Plan has been updated.
4	24 August 2017	Motion by Councillor Hutchison – Kirkliston Congestion Journey (to Council)	To agree to continue dialogue with the local community to determine the best way forward for traffic management and initiate a traffic study in Kirkliston to report back to the Transport and Environment Committee in two cycles, as promised by the Convener at the 29th June 2017 Council Meeting.	Executive Director of Place Lead Officer: Dave Sinclair, Local Transport and Environment Manager 0131 529 7075 david.sinclair@edinburgh.gov.uk	December 2019		An update was included in the Business Bulletin in May 2019. The Traffic Study Working Group reviewed the first draft report on 9 th October 2019. The final study report will be issued to local Stakeholders in November 2019. A report and the traffic study will be considered at the Transport and Environment Committee on 5 December 2019.
5	9 March 2018	Bustracker and Bus Station Information	To note that a future report would detail the outcome of the procurement exercise	Executive Director of Place Lead Officer: Ewan Kennedy, Service Manager – Transport	December 2019		A contract award report will be considered by

		System – Future Strategy	and would include the preferred supplier, bus station information system solution and pricing schedule for on-street sign options to inform what sign replacements could be undertaken with the available budget.	Networks 0131 469 3575 ewan.kennedy@edinburgh.gov.uk			Finance and Resources Committee in October 2019. An update will be provided in the Business Bulletin to Transport and Environment Committee in December 2019
6	9 March 2018	Special Uplifts Service	1) To agree that the Head of Place Management would confirm to members of the committee the area that had been procured for the pilot collection.	Executive Director of Place Lead Officer: Gareth Barwell, Head of Place Management 0131 52 5844 gareth.barwell@edinburgh.gov.uk	March 2020		
			2) To agree that a question would be added to the Edinburgh Survey on the awareness amongst residents of the Special Uplifts Service.	Chief Executive Lead Officer: Laurence Rockey, Head of Strategy and Insight			Closed on 28 February 2019
7	9 March 2018	Public Spaces Protocol	1) To agree to review the Public Spaces Protocol after a full year of use.	Executive Director of Place Lead Officer: Alison Coburn, Operations Manager 0131 469 3853 alison.coburn@edinburgh.gov.uk	February 2020		The review of the Public Spaces Protocol will begin in March 2019. A report on the

				v.uk			review of the use of the Edinburgh Parks Events Manifesto and the Public Spaces Protocol will be presented to Culture and Communities Committee in January 2020. An update will be provided to this committee in February 2020 (Business Bulletin item)
			2) To agree to a future review of the use of the Edinburgh Parks Events Manifesto and the Public Spaces Protocol, to align and deliver a more coordinated approach to events in Edinburgh.		May 2019		Closed on 12 September 2019 An update on the Events Manifesto was presented at committee in May 2019 with the full review being conducted alongside the review of the Public Spaces

							Protocol. A report was considered at Committee on 20 June .
			3) To agree that when reviewing the terms and conditions, to consider condition 10 - the noise created by generators and whether it was necessary to use diesel generators, and condition 14 – the requirement for recycling to be enforced as part of waste management arrangements.		February 2020		This will be included as part of the review.
8	17 May 2018	‘A’ Boards and Other Temporary On-street Advertising Structures	1) To request that a review was undertaken 12 months after implementation of the restrictions, including mitigation for businesses and organisations in general.	Executive Director of Place Lead Officer: Will Garrett 0131 469 3636 will.garrett@edinburgh.gov.uk	December 2019		Implementation began in November 2018 and a report will be considered by Committee in December 2019.
			2) To agree to receive an update in the Business Bulletin presented to the committee in	Executive Director of Place Lead Officer: David Leslie, Chief Planning Officer 0131 529 3948	August 2018		Closed on 4 October 2018. An update was

			August 2018 detailing possible business support methods to help mitigate the effect of the policy on businesses and the impact this would have on walking tours in particular.	david.leslie@edinburgh.gov.uk			included in the Business Bulletin in August 2018.
9	17 May 2018	Petition for a Park and Ride Site at Lothianburn – Follow Up Report	To agree that a review of the park and ride site at Straiton should be undertaken to understand the reasons for relatively low patronage and to identify potential improvements.	Executive Director of Place Lead Officer: Ewan Kennedy, Service Manager – Transport Networks 0131 469 3575 ewan.kennedy@edinburgh.gov.uk	December 2019		An update will be provided in the Business Bulletin to Committee in December 2019
Page 37	17 May 2018	Decriminalised Traffic and Parking Enforcement in Edinburgh	1) To agree nonetheless that there were significant existing powers that could be used to tackle the problem of pavement parking, not least the installation of physical barriers such as Sheffield racks at the edge of footways which also provided cycle parking, as undertaken by Wandsworth Council	Executive Director of Place Lead Officer: Ewan Kennedy, Service Manager – Transport Networks 0131 469 3575 ewan.kennedy@edinburgh.gov.uk	December 2018		Closed on 28 February 2019 A report was considered by TEC on 6 December 2018.

and others, and to agree that similar measures should be introduced in Edinburgh.

- 2) To agree to receive a further report within two cycles examining the issue of parking enforcement in more detail, and specifically outlining options to address the following issues:
- a) that members of the public would like a quick, real-time method to report parking violations that could swiftly be passed to parking attendants for possible enforcement action, should they be in the area;
 - b) that while council policy was currently to give those parking in contravention of the rules a 'grace period' of 5 minutes for cars

December 2018

Closed on 28 February 2019
A report was considered by TEC on 6 December 2018.

and 10 minutes for commercial vehicles, nonetheless to examine whether this grace period was appropriate in all circumstances and specifically to examine whether the grace period could be shortened in areas of persistent parking violations;

c) that, where there were no valid lines and signs, the parking enforcement contractor could not operate, and therefore reviewing the timetable for installing new lines and signs when they were required; and

d) that while some drivers regarded the cost of a parking ticket as a reasonable price to pay for the ability to park in the city centre, the majority did not want their vehicle to be towed, and therefore

			to agree to consider increasing the capacity to tow vehicles to the pound, and tightening the rules which allowed this to be done.				
			4) To agree to undertake traffic monitoring of these changes and report back to committee 6 months after opening, via the business bulletin.			December 2019	
1	9 August 2018	Public Transport Priority Action Plan	1) To note that a further report would be submitted which outlined longer-term intervention measures to relieve congestion on the A90.	Executive Director of Place Lead Officer: Ewan Kennedy, Service Manager – Transport Networks 0131 469 3575 ewan.kennedy@edinburgh.gov.uk	May 2019	June 2019	Closed on 12 September 2019 Report considered at Committee on 20 June .
			2) To note that a further report would be submitted, which listed bus lane locations where it was proposed that automatic camera enforcement should be deployed.				Closed on 6 December 2018 – this was included in the Business Bulletin for October 2018.

			<p>3) To approve the recommendation of a desired spacing of 400 metres between bus stops and that existing corridors were reviewed to determine how this spacing could be achieved, whilst recognising equalities issues raised by this and that a full public consultation would be carried out on any proposed changes, with a consultation report returning to the Committee to seek approval for changes to bus stop locations.</p>		February 2020		An update on the rationalisation of bus stops will be provided to the Committee in February 2020.
			<p>4) To note that the Committee did not believe that paragraphs 3.59 - 3.71 of the report by the Executive Director of Place sufficiently addressed the issues raised in the Council</p>				<p>Closed on 6 December 2018 – this was included in the Business Bulletin for October 2018.</p>

			<p>motion on Dalmeny Station and therefore, to agree to provide a Business Bulletin update within one cycle to allow further discussions to take place with Ward Councillors and the local Community Council from which a more detailed action plan should be developed.</p>			
Page 42			<p>5) To note the request by bus operators to extend the hours of operation of bus lanes, and therefore approves the commencement of consultation on extending operational hours to 0700-1900, seven days per week, and extending restrictions on parking and loading/unloading to the same hours, and that this consultation should also consider what support might be</p>		February 2020	<p>Closed on 12 September 2019 – Engagement with bus operators is ongoing and a consultation strategy has been developed and is planned to take place in the autumn</p>

			possible for businesses affected by this change, including but not restricted to the possibility of allowing some off-peak parking and loading in specific, limited locations.				
12	9 August 2018	Workplace Parking Levy Scoping	1) To agree that Council officers would develop a paper which set out the argument and rationale for Edinburgh to introduce a Workplace Parking Levy or wider non-residential parking levy which could also cover customer parking spaces.	Chief Executive Lead Officer: Gareth Dixon 0131 529 3044 gareth.dixon@edinburgh.gov.uk	Spring 2020		This work is being progressed.
			2) To agree that the Council would respond to the Scottish Parliament's Rural Economy and Connectivity Committee call for evidence on Stage 1 of the Transport (Scotland) Bill, which closed on the 28		September 2018		Closed on 6 December 2018 - A submission has been made.

			September 2018.				
13	9 August 2018	Single Use Plastics	<p>1) To note that the report highlighted opportunities to further develop the Council's activities towards reducing the impact of Single Use Plastics and therefore to agree to establish a short-life working group to consider this issue to report back to Committee.</p> <p>2) To agree that the working group would be a member-officer group; the membership would consist of one elected member from each political group and officers from relevant service areas including waste and recycling, catering and procurement; that the group would meet within one month and would aim to report to</p>	<p>Executive Director of Place Lead Officer: Andy Williams, Waste and Cleansing Manager 0131 469 5660 andy.williams@edinburgh.gov.uk</p>	May 2020		<p>A member-officer working group has been established. A further meeting has been arranged and a report will be considered at Committee by Spring 2020.</p>

			the Committee within six months. The remit of the group would be to discuss the report on Single Use Plastics and any issues arising from this to develop potential solutions.				
14	4 October 2018	Electric Vehicle Infrastructure: Business Case	1)	To note that a detailed Work Programme will be submitted to Committee within two cycles that will detail final locations, delivery, timelines and costings;	Executive Director of Place Lead Officer: Gavin Brown, Network Management & Enforcement Manager 0131 469 3823 gavin.brown@edinburgh.gov.uk		Closed – considered at Committee on 5 March 2019
			2)	To note that a further report on E-Cargo bikes will be submitted to the next Committee.		December 2019	Closed – briefing note circulated on 24 October 2018
			3)	To note that a further report be brought to Committee in two cycles on the use of lampposts as charging points for electric vehicles.			Closed – considered at Committee on 5 March 2019
			4)	To agree that a briefing note would be circulated to members on the assumptions		October 2019	

			related to how often people were using cars and how often they would charge them.				
15	4 October 2018	Proposed Increase in Scale of Rollout and Amendment to Contract for On-Street Secure Cycle Parking	1) Agrees to arrange a detailed briefing for those councillors who would like it on the details, including the financing, of the scheme as soon as possible.	Executive Director of Place Lead Officer: Ewan Kennedy, Service Manager – Transport Networks 0131 469 3575 ewan.kennedy@edinburgh.gov.uk	November 2019		
			2) Agrees to receive an update report once the scheme is established, and in no later than 12 months' time, which will examine potential changes to the scheme including the potential to price the scheme at less than the cost of a residents parking permit.		March 2020		It is expected that the new cycle parking facilities will become operational in October/November 2019. A report will be provided to committee after this.
16	4 October 2018	Proposal for a Conscientious Objectors Memorial in West Princes Street	To agree that a briefing would be circulated to members on the agreed location of the Conscientious Objectors memorial and that	Executive Director of Place Lead Officer: David Jamieson, Parks, Greenspace & Cemeteries 0131 529 4283	December 2019		This action will be transferred to Culture and Communities

		Gardens	updates would be provided in the Business Bulletin.	david.jamieson@edinburgh.gov.uk			Committee. An update in the Business Bulletin will be provided to the Committee in December 2019.
17	6 December 2018	Transport and Environment Committee Rolling Actions Log	1) 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 are enforced	Chief Executive Lead Officer: Veronica Macmillan, Sarah Stirling, Committee Services 0131 529 4283 / 3009 veronica.macmillan@edinburgh.gov.uk / sarah.stirling@edinburgh.gov.uk	December 2019		This action is being progressed
			2) To agree that a short update on the paper for the Workplace Parking Levy Scoping be provided in the February Business Bulletin.	Chief Executive Lead Officer: Gareth Dixon 0131 529 3044 gareth.dixon@edinburgh.gov.uk	September 2019		Closed on 11 October 2019 – Update included in the Business Bulletin considered on 12 September.
18	6 December 2018	Transport Asset Management Plan (TAMP)	1) To note that an update would be included in the February Committee Business Bulletin detailing	Executive Director of Place Lead Officer: Cliff Hutt, Service Manager - Infrastructure 0131 469 3751	November 2019	December 2019	Recommended for Closure Briefing note was circulated in

			where responsibility for leaf sweeping lay and safety arrangements that were in place to deal with adverse winter weather conditions.	cliff.hutt@edinburgh.gov.uk			December 2019
			2) To agree that a description of a supplementary document on ensuring regular maintenance of these issues be included in the Business Bulletin update.				
			3) To agree that a briefing note be circulated to members on the perceived underspend and the figures presented at Council Questions on 22 November 2018.				Closed on 16 May 2019
19	6 December 2018	Decriminalised Traffic and Parking Enforcement (Update)	Agrees to receive an annual report updating on progress in improving parking enforcement.	Executive Director of Place Lead Officer: Ewan Kennedy, Service Manager – Transport Network 0131 469 3575 ewan.kennedy@edinburgh.gov.uk	December 2019		This ties into item 10(4) above This report is on the agenda for December 2019.

20	6 December 2018	Annual Air Quality Update	To agree that a revised NO2 Air Quality Action Plan should be presented to committee in August 2019	Executive Director of Place Lead Officer: John Inman, Service Manager 0131 469 3721 john.inman@edinburgh.gov.uk	February 2020		
21	5 March 2019	Transport Infrastructure Investment – Capital Delivery Priorities for 2019/20	Notes that a future report will be submitted to this Committee providing an overview of renewal schemes that were delivered in 2018/19 and an overview of outstanding Infrastructure projects and investment.	Executive Director of Place Lead Officer: Cliff Hutt, Service Manager – Infrastructure 0131 469 3751 cliff.hutt@edinburgh.gov.uk	October 2019		Recommended for closure. A briefing on this was circulated to Transport and Environment Committee in April 2019. A report was brought to the October 2019 Committee.
22	5 March 2019	Strategic Review of Parking – Results of Area 1 Review and Corstorphine Consultation Results	<p>1) Notes that progress is also being made on the ongoing Stadiums review and that the results of this review will be reported to the next meeting of this Committee.</p> <p>2) Notes the report identifies parking issues in Newbridge and the timetable which exists to take</p>	Executive Director of Place Lead Officer: Ewan Kennedy, Service Manager – Transport Network 0131 469 3575 ewan.kennedy@edinburgh.gov.uk	February 2020 March 2020		The Strategic Review of Parking – review results for Area 2 and 3 was considered in May 2019 . A further report on areas 4 and 5 was considered in September 2019.

			forward a traffic regulation order to address these issues; and therefore agrees to a formal review of the effectiveness of any new measures within twelve months them being in place and a subsequent report to Committee.				
23	5 March 2019	Electric Vehicle Business Case: Implementation Plan	Note that further progress reports will be submitted to Committee.	Executive Director of Place Lead Officer: Michael Thain, Head of Place Development 0131 529 2426 michael.thain@edinburgh.gov.uk	February 2020		
24	5 March 2019	Use of Street Lighting for Electric Vehicle Charging	Agrees to receive a further report within 12 months, once further conversations with key stakeholders including SP Energy Networks have been carried out, to explore the potential for an Edinburgh pilot of this technology, and that this report will also outline potential funding for such a pilot.	Executive Director of Place Lead Officer: Alan Simpson 0131 458 8038 alan.simpson@edinburgh.gov.uk	March 2020		

25	5 March 2019	Household Waste Recycling Centre Opening Hours	Monitor changes to use of the service and incidence of fly tipping and report back within six months	Executive Director of Place Lead Officer: Andy Williams, Waste and Cleansing Manager 0131 469 5660 andy.williams@edinburgh.gov.uk	October 2019		Recommended for closure Considered by Committee in October 2019.
26	18 March 2019	Neighbourhood Environment Programme and Community Grants Fund (referral from the South East Locality Committee)	To agree that the Executive Director of Place would re-visit the methodology used to allocate funding for each Locality from the carriageway and footpath capital budget for improvements to local roads and footpaths, consult with each political group, and report back to Committee with recommendations.	Executive Director of Place Lead Officer: Paul Lawrence 0131 529 7325 paul.lawrence@edinburgh.gov.uk	Spring 2020		
27	18 March 2019	Motion by Councillor Miller – Tollcross Primary School Road Safety Improvements (referral from the South East Locality Committee)	1) Motion approved as follows: “Committee: 1. Thanks officers and members of the Tollcross Parent Council for their work to produce a travel plan for Tollcross Primary School. 2. Notes the travel plan highlights serious	Executive Director of Place Lead Officer: Sarah Burns 0131 529 7662 sarah.burns@edinburgh.gov.uk	December 2019		An update in the Business Bulletin will be brought to Committee in December 2019

			<p>concerns around unsafe road crossings, street cleanliness, and the absence of dedicated cycle routes; and the willingness of parents to help with bike and road safety.”</p> <p>2) To add development of a Place Plan with pupils at Tollcross Primary School to this Committee’s Work Programme.</p> <p>3) The Executive Director of Place to check resourcing with planning and transport colleagues and provide an update as part of the planned report on Locality Roads and Transport Performance scheduled for the January 2019 meeting.</p>				<p>Closed - Report submitted to Locality Committee on 21 January 2019</p>
28	18 March 2019	Viewforth Bridge Update (referral from the South East Locality Committee)	To request a report back to the first meeting of the Locality Committee after the summer recess on the outcomes of the traffic modelling exercise.	Executive Director of Place Lead Officer: Steven Cuthill 0131 529 5043 steven.cuthill@edinburgh.gov.uk	February 2020		

29	18 March 2019	<p>Motion by Councillor Mowat – Parking on Gilmore Place</p> <p>(referral from the South East Locality Committee)</p>	<p>Motion approved.</p> <p>“Committee notes that along Gilmore Place parking places have been created replacing front gardens which are accessed by driving over the pavement and some vehicles park overhanging the pavement which cause an obstruction of the pavement adjacent to a busy road and calls for a report in 2 cycles setting out what the various enforcement regimes (planning, parking and regulatory) available to the Council can do to maintain free access along the pavement for pedestrians.”</p>	<p>Executive Director of Place Lead Officer: Steven Cuthill 0131 529 5043 steven.cuthill@edinburgh.gov.uk</p>	December 2019		Report to be considered at the December 2019 Committee
30	28 March 2019	<p>Motion by Councillor Corbett</p> <p>Network Rail</p> <p>(See Agenda of 24 April 2018)</p> <p>(referral from the South West Locality Committee)</p>	<p>To agree that South West Locality officers should investigate options for improving the relationship with Network Rail within the locality, for example, in developing fast-track reporting procedures when concerns (e.g. land is often a target for fly-tipping, graffiti and other antisocial</p>	<p>Executive Director of Place Lead Officer: Mike Avery, Locality Manager</p> <p>Mike.Avery@edinburgh.gov.uk</p>	December 2019	December 2019	<p>Recommended for Closure</p> <p>Network Rail have advised that all requests should be logged with their 24 hour helpline – 03457 11 41 41 which will allow them to</p>

			behaviour) are raised by residents to the Council. Any new procedures could be more widely adopted across the city and with other significant public landholders.				track and monitor requests received. The helpline team will pass the request onto the relevant business Department for appropriate action.
31	28 March 2019	Grounds Maintenance in the South West Locality (referral from the South West Locality Committee)	That officers would investigate the city-wide issues relating to leasing of equipment and recruitment and report to the appropriate committee.	Executive Director of Place Lead Officer: David Jamieson, Parks, Greenspace & Cemeteries, 0131 529 7055, david.jamieson@edinburgh.gov.uk	Spring 2020		The procurement of the necessary equipment will be undertaken by Spring 2020
32	28 March 2019	Grounds Maintenance in the South West Locality (referral from the South West Locality Committee)	1) To investigate why grass verges in some areas in the south west locality had not been cut and to inform Councillor Fullerton. 2) To agree that the Locality Manager's team would work together with Alan Bell's team to identify hotspots	Executive Director of Place	April 2019 September 2018	September 2018	Closed on 16 May 2019 1) Closed – completed on 14 September 2018 and all Ward 2

where litter accumulated in grassy areas, to identify if these areas were pedestrianised areas and provide information to Councillor Webber.

3) To agree that the outcome of the review on Living Landscapes would be shared with the Committee and to look at the current location of floral meadows and the potential to move them elsewhere.

4) To agree a report on community growing initiatives in the south west locality to a future Committee, to invite representatives from the Edinburgh and Lothians Greenspace Trust to a future meeting of the Committee to add these items to the work programme.

Councillors notified.

This action will be transferred to Culture and Communities Committee.

2) **Closed** – on agenda for March 2019

33	28 March 2019	Objections to Traffic Regulation Order TRO/15/48 Proposed Parking Restrictions at Barnton Avenue West (referral from the North West Locality Committee)	Addendum by Councillor Lang approved as follows: “Agreed that (a) the effectiveness of the new parking restrictions should be reviewed 12 months after the implementation of the TRO in order to determine whether any additional action is required and (b) the results of the review shall be reported to the Committee within two cycles of that 12 month period”.	Executive Director of Place	December 2019		An update in the Business Bulletin will be brought to Committee in December 2019
34	28 March 2019	Motion by Councillor Jim Campbell – Strategic Transport Analysis North West Locality (See agenda of 11 September 2018) (referral from the North West Locality Committee)	To report back to the North West Locality Committee in one cycle setting out a strategic transport analysis of the North West Locality area.	Executive Director of Place			

35	16 May 2019	Tackling Air Pollution – Low Emission Zones	<p>1) To agree public consultation and stakeholder engagement on the outline proposals set out in this report including whether consultees felt the following proposals were appropriate, and if not, how they should be amended.</p> <p>i) A city centre boundary for all vehicles, extending to a city-wide boundary, including whether the size and extent of those boundaries is appropriate.</p> <p>ii) The different types of vehicles to be included in the LEZ scheme.</p> <p>iii) Grace periods for different vehicle types and phasing in arrangements to allow time for vehicle owners to prepare for the LEZ prior to enforcement.</p> <p>iv) How often the effectiveness of the LEZ should be reviewed subject to</p>	Executive Director of Place Lead Officer: Andrea Mackie, 0131 529 4238 andrea.mackie@edinburgh.gov.uk	October 2019		<p>Recommended for closure</p> <p>A report was considered by the Committee in October 2019</p>
----	-------------	---	--	--	--------------	--	---

			parliamentary power being available.				
			2) To agree to publish the following information as part of this consultation process: i) Maps showing the current Edinburgh AQMAs.				
			3) To agree to publish the results of modelling work, when available.				
Page 56	16 May 2019	Festive Waste and Recycling Collections	To agree that an update on the actions to be taken before Christmas 2019 would be reported in the TEC September 2019 Business Bulletin.	Executive Director of Place	October 2019		Recommended for closure An update was included in the Business Bulletin to the October Committee
37	16 May 2019	Review of Chargeable Garden Waste Policy	1) To agree in principle not to commence a second year of chargeable service and to instruct officers to report back to committee on	Executive Director of Place	June 2019	June 2019	Closed on 12 September – Report considered at Transport and Environment

			reintroducing fortnightly garden waste uplifts funded in the same manner as general household waste collections. This report should include the option of integrated garden/food waste uplifts.				Committee in June 2019 .
			2) To note with concern the reduction in the tonnage of garden waste recycled in 2018/19 and in the first five months since the start of charging for collection and therefore to call for an update report on tonnage of garden waste recycled in order to monitor this performance.				As above.
38	16 May 2019	Emergency Motion by Councillor Burgess – Waste and 2030 Climate Emergency	1) To note the decision of Corporate, Policy & Strategy Committee on 14 May in response to the climate emergency to agree 'the target of working towards a net-zero carbon target by 2030'.	Executive Director of Place Lead Officer: Paula McLeay Tel: 0131 529 3654 paula.mcleay@edinburgh.gov.uk	December 2019		A report will be considered by Policy and Sustainability Committee

			<p>2) To recognise that the generation and disposal of waste was a significant source of climate-changing pollution.</p> <p>3) To call for a report on minimising climate-changing pollution from waste to come back to the Transport and Environment Committee in three cycles, in response to the new 2030 net-zero carbon target.</p>				
Page 60	20 June 2019	Review of Chargeable Garden Waste Service	Agrees that officers include a variety of options for re-introduction of a universal free garden waste collection within Autumn draft budget proposals for 2020/21.	Executive Director of Place Lead Officer: Andy Williams, Waste and Cleansing Manager 0131 469 5660 andy.williams@edinburgh.gov.uk	May 2020		This will be included as part of the budget proposals report to Finance and Resources Committee in January which is referred to the Council budget meeting in February.
40	20 June 2019	Public Transport Priority Action Plan Update	1) Recognises the unsatisfactory nature of the current report's conclusions and requests a further	Executive Director of Place Lead Officer: Ewan Kennedy, Service Manager – Transport Network 0131 469 3575	February 2020		An update on A90 recent updates was included in the Business

report focussing on further potential solutions for the A90 corridor within 2 cycles, subject to consultation with transport spokespeople and ward councillors.

- 2) Agrees that the development of a methodology for a bus stop rationalisation process, as described in the report. This will include consultation with both the City of Edinburgh Council Equalities Champion and appropriate external organisations including the access panel Edinburgh Access Panel and will be brought back to Committee for approval.
- 3) Notes that a consultation on amending bus lane operational hours will be held between September and October 2019 and agrees to receive a

ewan.kennedy@edinburgh.gov.uk

February
2020

Bulletin in September.
Committee agreed on 11 October 2019 not to close this action to allow officers to consult with ward councillors and to note this would be raised in the forthcoming City Mobility Plan report.

			consultation report at the first TEC of 2020.				This ties into No 11(5) above.
41	20 June 2019	Communal Bin Enhancement Update	Notes the content of this report and agrees to receive an update every six months.	Executive Director of Place Lead Officer: Andy Williams, Waste and Cleansing Manager 0131 469 5660 andy.williams@edinburgh.gov.uk	December 2019		A report will be brought to the December 2019 Committee.
42	20 June 2019	The Edinburgh Parks Events Manifesto Update	Note that a full review of the Edinburgh Parks Events Manifesto is being progressed alongside the review of the Public Spaces Protocol and that these will be reported to Committee on 5 December 2019. A note on this will be included in the next business bulletin for Culture and Communities Committee.	Executive Director of Place Lead Officer: Gareth Barwell, Head of Place Management 0131 529 5844 gareth.barwell@edinburgh.gov.uk	February 2020		This report will be considered by Culture and Communities Committee in January 2020. An update will be provided in the Business Bulletin for Transport and Environment Committee thereafter.
43	20 June 2019	Edinburgh's Coastline	To agree to bring an update report to Committee in one year.	Executive Director of Place Lead Officer: Kyle Drummond, Senior Economic	September 2020		

				Development Officer- 0131 529 4849 kyle.drummond@edinburgh.gov.uk			
44	20 June 2019	Presentation by Lothian Buses	<ol style="list-style-type: none"> 1) To agree to circulate the Lothian Buses Driver's Guide and Conditions of Carriage documents to committee members, as soon as they become available. 2) To agree that the Convener would facilitate a discussion between Lothian Buses and the deputation from Edinburgh University Social Science – Maternity and other interested parties. 	Executive Director of Place Lead Officer: Ruth White, Service and Policy Advisor 0131 529 6475 ruth.white@edinburgh.gov.uk	Spring 2020		
					October 2019		Recommended for closure This meeting has been held.
45	22 August 2019	Motion by Councillor Neil Ross – Amplification of Sound in Public Spaces (Agenda - The City of Edinburgh Council –	Council: “a) Recognises the concerns of residents, businesses and visitors, in particular in the city centre, about the negative auditory impact of amplified sound from	Executive Director of Place Lead Officer: Alison Coburn, Operations Manager 0131 469 3853 alison.coburn@edinburgh.gov.uk	February 2020		

		22.08.19)	<p>buskers, street entertainers and others in public spaces.</p> <p>b) Notes that there is a limitation on the amplification of sound in the standard conditions of the Council's Public Entertainment Licence.</p> <p>c) Accepts the legitimate amplification of sound at licensed venues and events, when appropriate.</p> <p>d) Requests a report to the Transport and Environment Committee within two cycles on the powers available to the Council, and effective measures that could be adopted, to control the amplification of sound in public spaces when appropriate."</p>				
46	22 August 2019	<p>Motion by Councillor Mowat – Summertime Streets Programme</p> <p>Agenda - The City of Edinburgh Council – 22.08.19)</p>	<p>1. Recognises that Summertime Streets was in response to concerns about pedestrian and vehicle interactions, and thanks officers for ensuring immediate safety concerns were addressed;</p>	<p>Executive Director of Place Lead Officer: Alison Coburn, Operations Manager 0131 469 3853 alison.coburn@edinburgh.gov.uk</p>	December 2019		Will be considered at Committee in December 2019

2. Notes both positive and negative feedback has been received from residents, businesses, and other stakeholders, which indicates that the approach and designs used this year should be refined and developed if they are to be repeated in future years;

3. Notes that the Transport and Environment Committee approved a report on Summertime Streets in June 2019, which described the approach towards monitoring and feedback, and noted that data and information gathered during Summertime Streets would be provided to support CCT and Open Streets, and therefore welcomes an update to Transport and Environment Committee within one cycle on this flow of information and the next steps;

Closed on 11 October 2019 –
An update was included in September's Business Bulletin

- | | | | | | | | |
|--|--|--|--|--|--|--|--|
| | | | <p>4. Notes, in addition to the Summertime Streets programme:</p> <p>4.1. That festival-related advertising can detract from this council's aims of safety and reduction of street clutter, and therefore asks for a review of policy which allows structures to be introduced and placed during the festival for the purposes of advertising, to be brought to Transport and Environment Committee</p> <p>4.2 Concerns continue to be expressed about the use of Princes Street Gardens for large private events, including safety concerns and loss of access to common good park space, and welcomes the forthcoming review of the use of the Edinburgh Parks</p> | | | | |
|--|--|--|--|--|--|--|--|

			Events Manifesto and the Public Spaces Protocol, anticipated at Culture and Communities Committee in January 2020”				
47	12.09.19	Transport and Environment Committee Business Bulletin	<p>1) To agree that the interim report on Open Streets would include details on how to achieve open streets in other parts of the city not limited to the city centre.</p> <p>2) To agree that ward members would be included as stakeholders for Delivering Safer Streets.</p> <p>3) To agree to add to the report a comparison of the Road Condition Index between CEC and other local authorities.</p> <p>4) To agree to circulate the report on road surface drainage to ward members once available.</p> <p>5) To agree to include a summary of the</p>	<p>Executive Director of Place Lead officer: Vivienne Robinson Coburn, Senior Economic Development Officer, 0131 529 4623 vivienne.robinson@edinburgh.gov.uk</p> <p>Lead officer: Steven Cuthill South East Locality - Transport & Environment Manager, 0131 529 5043 steven.cuthill@edinburgh.gov.uk</p> <p>Lead officer: Sean Gilchrist Roads Renewal Manager, 0131 529 3765 sean.gilchrist@edinburgh.gov.uk</p> <p>Lead Officer: Gareth Dixon 0131 529 3044</p>	October 2019	December 2019	<p>Recommended for closure</p> <p>An update was included in the Business Bulletin to the September 2019 Committee and an interim report was brought to the October 2019 Committee.</p> <p>Recommended</p>

			contract issued for tender on the Workplace Parking Levy in the next committee Business Bulletin.	gareth.dixon@edinburgh.gov.uk			for closure. Update was provided in the Business Bulletin in October.
48	12.09.19	Risk Based Approach to Road Asset Safety Inspections	To agree to amend Table 9 in the report so that the first column would be Impact on People.	Executive Director of Place Lead Officer: Cliff Hutt, Service Manager - Infrastructure 0131 469 3751 cliff.hutt@edinburgh.gov.uk	October 2019		Recommended for closure The table has been amended
49	12.09.19	Deposit Return Scheme (DRS) for Drinks Containers	To agree to circulate a briefing note to members on the Scottish Government consultation and CEC's response.	Executive Director of Place Lead Officer: Andy Williams, Waste and Cleansing Manager 0131 469 5660 andy.williams@edinburgh.gov.uk	February 2020		
50	12.09.19	Strategic Review of Parking – Review Results for Areas 4 and 5 and Proposed Implementation Strategy	1) Recognises that delivery on the timeline outlined in appendix 8 will require robust project management and therefore agrees that a further report before the end of the year set out arrangements for project oversight, officer capacity and	Executive Director of Place Lead Officer: Ewan Kennedy, Senior Manager – Transport Networks ewan.kennedy@edinburgh.gov.uk 0131 469 3575	December 2019		An update will be provided in the Business Bulletin to December 2019 Committee

resources needed.

2) Agrees that, in parallel with the programme set out in this report and to complete the strategic overview, further analysis should be commissioned of factors affecting the underlying demand for the volume and location of parking and how key plans such as the City Mobility Plan and City Plan 2030 impact on that.

3) Committee does not yet agree with the Area 5 conclusion with respect to Davidson's Mains and therefore instructs officers to engage with the Davidson's Mains and Silverknowes Association and ward councillors on the possible introduction of priority parking further surveying of parking pressures within parts of the zone and to report back to the committee through the business bulletin within two

			cycles.				
51	12.09.19	Emergency Motion by Councillor Macinnes – Summer Festival Advertising	Agrees that the Council will review the concerns raised with Out of Hand Ltd post Festival, and the outcome of this will be summarised in the '12-month review of the ban on A Boards and other temporary advertising structures' report, which is scheduled to be presented to the Transport and Environment Committee in December.	Executive Director of Place Lead Officer: Will Garrett 0131 469 3636 will.garrett@edinburgh.gov.uk	December 2019		A report will be brought to Committee in December 2019
Page 70 52	19.09.19	Motion by Councillor Rae – Greening the Fringe Agenda – The City of Edinburgh Council – 19.09.19	<p>1) Calls for officers to investigate the possibility of hardwired power in public spaces to allow pop-up venues to use energy from renewable sources instead of having to opt for gas power and report back to the Transport and Environment Committee within three cycles.</p> <p>2) Asks waste services to reconsider the level of recycling provision in public spaces, during festival season in particular.</p>	Executive Director of Place	February 2020		February

			3)	Calls for a report on how the council can encourage car sharing schemes during the primary festival season in August to return to the Transport and Environment Committee within three cycles.		2020		
53	11.10.19	Transport and Environment Committee Rolling Actions Log	1)	To agree that officers would check if the briefing note on Action 14(4) – Electric Vehicle Infrastructure: Business Case had been circulated and if not, to agree that the briefing note would be circulated.	Executive Director of Place	As soon as possible	24.10.18	Recommended for closure The briefing note has been circulated.
			2)	To agree that officers would check if a briefing to members on Action 15(1) – Proposed Increase in Scale of Rollout and Amendment to Contract for On-Street Secure Cycle Parking had been carried out and if not, to agree that a briefing would be provided.		As soon as possible		Recommended for closure A briefing was provided to members
			3)	To agree that officers would check if the update had been		As soon as		Recommended

			provided in the Business Bulletin for Action 18(1) - Transport Asset Management Plan (TAMP) and if not to bring an update to the next Business Bulletin.		possible		for closure An update was provided to members
54	11.10.19	Transport and Environment Committee Business Bulletin	<ol style="list-style-type: none"> 1) To agree to incorporate the analysis on Granton Square into the Granton Waterfront Project. 2) To agree to update Colinton Community Councillors on closures to public conveniences. 	Executive Director of Place			Recommended for Closure – update circulated to ward councillors on 28 October 2019
55	11.10.19	Evaluation of the 20mph Speed Limit Roll Out	<ol style="list-style-type: none"> 1) To note that consideration is being given to the potential for further extension of the 20mph network and that a report on this subject will be brought to first meeting of this Committee in 2020. 2) To note that a further report on the analysis of road casualties and 	Executive Director of Place Lead Officer: Ewan Kennedy, Service Manager – Transport Network 0131 469 3575 ewan.kennedy@edinburgh.gov.uk	February 2020 2021		

vehicle speeds will be presented to this Committee in 2021, three years after completion of the final phase of the 20mph network.

- 3) To agree that appendix 3 of the report should be shared with all elected members and feedback sought on whether this represents a complete list of roads where concerns have been raised in terms of compliance.
- 4) To agree that the February 2020 report to Committee should provide a broader, clearer and more quantifiable set of criteria for the installation of additional physical traffic calming measures
- 5) To agree that of the 66 streets surveyed, the percentage that this was of the entire network would be provided to Councillor

**Recommended
for Closure**

Councillor

			<p>Douglas</p> <p>6) To agree to circulate the data that had been collected on all streets to Councillors and to publish the data with an explanation to accompany the data.</p> <p>7) To agree that Councillor Lang would write to the Convener on the areas he felt the report could expand upon.</p>	Councillor Lang			Douglas was provided with the information on 23.10.19	
56 Page 74	11.10.19	Household Waste Recycling Centres – Update	<p>1) To agree receive an updated Household Waste Recycling Centre Access Policy within two cycles.</p> <p>2) To circulate a briefing note to members on the closures of household waste recycling centre closures, including information on the baseline of closures and the effect of closures on fly-tipping.</p> <p>3) To note that that there would be an update to the Business Bulletin in December on performance targets.</p>	Executive Director of Place Lead Officer: Andy Williams, Waste and Cleansing Manager 0131 469 5660 andy.williams@edinburgh.gov.uk	February 2020	November 2019	December 2019	<p>Recommended for Closure</p> <p>Briefing note was circulated in December 2019</p> <p>A briefing note is being prepared.</p>

57	11.10.19	Edinburgh's Low Emission Zones – update	<ol style="list-style-type: none"> 1) To note that a further report will be prepared for Transport and Environment Committee in February 2020 on the key workstreams underway (including refined impact assessments, transport and air quality modelling and a revised LEZ scheme). 2) To thank external partners such as British Heart Foundation for their offers to support the council's continuing work on the LEZ scheme, and to agree to collaborative work to make best use of partners research resource and expertise where appropriate during the period running up to the report in February 2020. 3) To agree to have an update in the Business Bulletin in December 2019 on an overview of the legislative 	<p>Executive Director of Place Lead Officer: Ewan Kennedy, Service Manager – Transport Network 0131 469 3575 ewan.kennedy@edinburgh.gov.uk</p>	February 2020		
----	----------	---	---	---	---------------	--	--

			<p>options.</p> <p>4) To agree to a briefing for members on the overview.</p> <p>5) To agree that supplementary reports and modelling work would be made public once available.</p>				
58	11.10.19	Open Streets Programme Progress Report	To agree that the final list of consultees that notices were given to would be shared with ward councillors.	Executive Director of Place Lead Officer: Vivienne Robinson 0131 529 4623 vivienne.robinson@edinburgh.gov.uk			
59	11.10.19	Place Directorate – Financial Monitoring 2019/20 – Month Three Position	To agree that officers would provide a briefing to Councillor Miller on the reason for the delay of the TRO for the Parking Action Plan phase 2.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk			
60	11.10.19	Roads Infrastructure Capital Investment Update	<p>1) To seek an update on progress against delivery of the 2019/20 capital investment plan at the end of month 9 and agrees this information should be provided by way of a members' briefing as soon as practicable.</p> <p>2) To agree that an updated profile of resurfacing schemes</p>	Executive Director of Place Lead Officer: Cliff Hutt Service Manager – Infrastructure 0131 469 3751 cliff.hutt@edinburgh.gov.uk	February 2020		

			would be circulated to members.				
61	11.10.19	Roads Services Improvement Plan Update	To agree that a new redesigned improvement plan is drafted to take account of the progress made to date and the realigned service structure and responsibilities. This new plan will be submitted to Committee for approval by March 2020.	Executive Director of Place Lead Officer: Gareth Barwell Head of Place Management gareth.barwell@edinburgh.gov.uk	February 2020		
62	11.10.19	Motion by Councillor Miller – Safe Cycle Journeys to School	<ol style="list-style-type: none"> 1) Notes that the upcoming refreshed Active Travel Action Plan will include actions to address safe cycling and walking to primary and secondary schools. 2) To agree that Duddingston Road would be added to the forthcoming report on the review of cycle provision. 3) To agree that a written update which would clearly set out how the deputation's concerns could be addressed would be circulated to the deputation, the committee and the 	Executive Director of Place			

			local ward councillors.				
--	--	--	-------------------------	--	--	--	--



Business bulletin

Transport and Environment Committee

10.00am, Thursday, 5 December 2019

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

Transport and Environment Committee

Convener:	Members:	Contact:
<p>Councillor Lesley Macinnes (Convenor)</p>  <p>Councillor Karen Doran (Vice-Convenor)</p> 	<p>Councillor Scott Arthur Councillor Eleanor Bird Councillor Claire Miller Councillor Stephanie Smith Councillor Gavin Corbett Councillor Nick Cook Councillor Scott Douglas Councillor Kevin Lang Councillor David Key</p>	<p>Veronica Wishart Senior Executive Assistant 0131 469 3603</p> <p>Veronica MacMillan Committee Services 0131 529 4283</p> <p>Sarah Stirling Committee Services 0131 529 3009</p>

Recent news	Further information
<p>Proposal for a Conscientious Objectors Memorial in West Princes Street Gardens</p> <p>In October 2018 the Transport and Environment Committee agreed to support the construction of a memorial to Conscientious Objectors in West Princes Street Gardens with an update being provided in the Culture and Communities Business Bulletin on 12 November 2019.</p> <p>The proposed memorial will take the bronze form of a Handkerchief Tree, with a granite gabion seat. Nearly £60,000 has now been raised by the memorial sponsors towards the project budget of £167,773 and a pre-application submission is</p>	<p>David Jamieson, Parks, Greenspace and Cemeteries Manager</p> <p>Wards affected – City Centre</p>

being drafted for consideration by Planning. A location midway between the Ross Fountain and Ross Theatre is favoured, although this may be subject to alteration.

Traffic Regulation Order (TRO) TRO/15/48 Proposed Parking Restrictions at Barnton Avenue West, Edinburgh

In October 2019, a review was undertaken of the waiting restrictions (Double yellow lines) on Barnton Avenue West (installed in September 2018) to consider the effectiveness and level of compliance.

During the site visit it was observed that compliance on the new double yellow lines was high, no obstructions were noted and parents were noted to be parking safely. The restrictions at the School access and turning circle have remained generally clear, and no obstructions have been observed at private driveways.

Since the implementation of the waiting restrictions no complaints have been received and no further action is recommended.

[Dave Sinclair](#),
Locality Transport
and Environment
Manager

Wards affected:
Almond

Working in Partnership with Police Scotland to Deliver Innovative Approaches to Road Safety for Vulnerable Road Users

The Council already works in close partnership with the Police to identify and address ongoing road safety issues and to develop new initiatives. Members of the Road Safety and Active Travel team attend the Police's quarterly Divisional Road Safety Meetings on an ongoing basis.

Police Scotland is one of the key members of Edinburgh's Streets Ahead partnership. They were a key partner in developing the [Road Safety Plan for Edinburgh to 2020](#) and are currently involved in the development of its replacement, which will cover the period to 2030.

The Road Safety and Active Travel team work closely with the Police to organise/develop various innovative road safety initiatives, including:

- the annual Young Driver event for all fifth and sixth year secondary school pupils in the city;
- the annual Junior Road Safety Officer launch event for all primary schools in Edinburgh;

[Stacey Monteith-Skelton](#), Senior
Engineer (Road
Safety)

A Motion by Councillor Chas Booth to the City of Edinburgh Council on 27 June 2019, entitled Operation Close Pass – Collaboration, included the action 'Agrees to explore the option for collaboration between the Police and the Council on innovative approaches to road safety for vulnerable road users, extending the principle of Operation Close

- the annual Be Bright, Be Seen pedestrian and cycling safety campaign;
- targeted 20mph enforcement action, including the first use in Scotland of roadside driver education campaigns for this purpose; and
- the use of Pop Up Bobs to encourage speed limit compliance.

The Road Safety team carries out collision analysis and assists Police Scotland’s East Safety Camera Unit on an annual basis to identify and assess potential sites for fixed and mobile safety cameras, including red light cameras.

The team also has a formal process in place with the Police to investigate and respond appropriately to any fatal or likely to prove fatal traffic collisions.

In addition, the team liaises on an ongoing basis with local Police teams regarding enforcement activities at the city’s nine School Streets zones and in other streets where safety concerns have been raised by members of the public, such as excessive traffic speeds, anti-social driver behaviour, red light running and dangerous/inconsiderate parking around schools.

The Road Safety and Active Travel team will continue to work closely with Police Scotland, and other members of the Streets Ahead partnership, to continually develop the most effective methods for improving road safety across the city.

Pass, and to report back to Transport and Environment Committee on options within 3 cycles’.

Wards Affected: All

Energy Efficient Street Lighting Programme (EESLP)

Progress

The project is just over a third of the way through, with completion currently scheduled for June 2021, and is progressing well. The Contractor, Amey, are over 96% complete in Ward 7 (Sighthill/Gorgie); Ward 9 (Fountainbridge/Craiglockhart); Ward 8 (Colinton/Fairmilehead) and Ward 2 (Pentland Hills). They are currently working towards completing Ward 1 (Almond) which is 84% completed and have also commenced Ward 3 (Drum Brae/Gyle) which is around 10% completed. The remaining percentages in each ward are being reviewed to push towards full completion.

Energy Consumption

[Alan Simpson](#)
Street Lighting and Traffic Signals Infrastructure Manager

Wards Affected: All

Latest figures confirm that an overall reduction in street lighting energy consumption is 15.5% from September 2018 to September 2019.

Communications

Our communications strategy will continue with use of letters, leaflets, posters, information cards, “while you were out” postcards, lamppost wraps, meetings, presentations, attendance at community councils, website, social media and emails. The strategy for the city centre will differ slightly to meet the dynamic needs of city centre users.

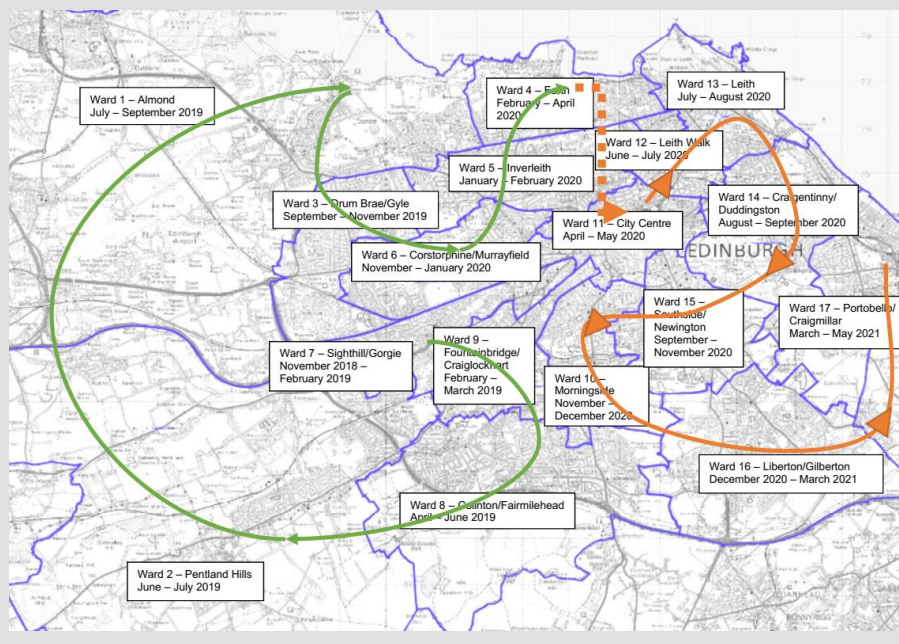
Key Risks

The key risks currently are:

1. Significant numbers of contact with the public regarding tree/hedge trimming which is expected to increase with residents start to receive invoices for tree/hedge work.
2. Concerns over the accuracy of the street lighting inventory verses Contractor’s target costs following surveys having an adverse effect on both programme and costs.
3. Working within the city centre and the challenges of working in close proximity to businesses, residents and visitors.

Next steps

Continue to progress across the city following the agreed route, as detailed below, with the city centre scheduled to start lighting replacement works between April to June 2020.



Bus Lane Camera Enforcement Update

Work continues to expand the Council's network of bus lane enforcement cameras in line with the Public Transport Priority Plan.

The Council has been working closely with bus operators to identify sites which would benefit from an enforcement camera. Of the seven new sites previously reported to Committee, six are now fully operational:

- **Liberton Road** (southbound), **South Gyle Broadway** and **Commercial Street** went live on 17 June 2019;
- **Milton Road** and **Slateford Road** went live on 21 October 2019; and
- **Calder Road** went live on 11 November 2019.

The remaining site at **Liberton Road** (northbound) is expected to go live on 9 December 2019.

A further selection of bus lane enforcement sites which may benefit from an enforcement camera has been identified in conjunction with bus operators and includes:

- Stenhouse Drive
- A8/Corstorphine Road
- Willowbrae Road
- Queen Street
- Drum Brae South

Additional camera sites are likely to be required to improve conditions for public transport, motorcyclists and cyclists.

Funding is currently being identified to try and purchase and install additional cameras in this financial year. Further work also continues to review the operation and survey the compliance of bus lanes around the city.

Traffic survey data (including numbers of; compliant and non-compliant vehicles, motorcyclists and cyclists) along with information from public transport operators, the Police and customer complaints help inform decisions on where bus lane cameras may be required.

[Gavin Sherriff](#)

Acting Senior
Transport Team
Leader - Parking

Wards affected:

- City Centre
- Corstorphine/
Murrayfield
- Craightinny/
Duddingston
- Drum Brae/Gyle
- Fountainbridge/
Craiglockhart
- Leith
- Portobello/Craigmil
lar
- Sighthill/Gorgie
- Southside/Newington.

Strategic Review of Parking – Update No 1

This bulletin provides the first in an ongoing series of updates on the progress in delivering upon the agreed outcomes from the Strategic Review of Parking.

In September 2019, Committee approved a report detailing the full result of the review, including four planned phases of implementation of new parking controls designed to address parking pressures across the city.

Phase 1 Update

September's Committee report confirmed that the first phase of implementation would see parking controls proposed in the Leith, Leith Walk, Abbeyhill, Gorgie and Shandon areas of the city. An informal consultation process has now concluded in these areas, with 34,000 leaflets delivered and six drop-in sessions held where interested stakeholders could view the draft designs and discuss the proposals with Council's consultants and Council officers.

The full results of this consultation will be reported to Committee in February 2020.

Phase 2 and 3 Update

Initial survey and design work has now been commissioned for the second and third phase areas, which proposes controls in the wider Leith area (Bonnington, Easter Road and Lochend) and along the A8 corridor (Corstorphine, Saughtonhall, Murrayfield and Roseburn).

An update on the timescales for delivering these two phases will also be included in the report for Committee in February 2020. It is anticipated that informal consultation exercises will be carried out for both of these phases during the course of 2020.

Monitoring

As detailed in September's Committee report, several review areas will be subject to ongoing monitoring in order to gauge the impact of proposed and ongoing development, as well as to gauge the impact of work related to the review itself.

Preparatory work is expected to have been completed by the time this bulletin is considered at Committee, with initial monitoring exercises having been commissioned. Further details will be reported to Committee in February 2020.

[Ewan Kennedy](#),
Policy and Planning
Manager

Resources and Project Management

The delivery of the proposals arising from the review is being led by the Council's Parking Operations team. While the Projects element of that team is relatively small, it is anticipated that, by the time of this Committee meeting, the review of the Council's Transport function will have concluded and that this team will have been augmented by additional staff either drafted in from Localities or employed via the resulting recruitment process.

At the time of writing there is a dedicated resource working solely on project management for delivering the Strategic Review and the Council's Parking Action Plan.

That resource is being assisted by the Council's appointed consultant, who have provided the Council with a commitment to ensure the delivery of the different stages of the Strategic Review in order to meet the approved timescales. That commitment has been made both at a local level in terms of their Edinburgh office and from their other UK offices as required.

A senior consultant has been co-located with Parking Operations to ensure that they can react swiftly to arising situations and to ensure a close working relationship with the Client team.

Public Transport Real Time Information Infrastructure Upgrade – Bustracker and Bus Station Information System

Contained in the 'Bustracker and Bus Station Information System – Future Strategy' report approved by [Transport and Environment Committee](#) in March 2018 was a requirement to provide a future report detailing the outcome of the procurement exercise.

The purpose of this bulletin is to provide elected members with an update on current progress of the procurement exercise in advance of the report to be provided.

The Public Transport Team have concluded the process of procuring a new Bustracker and Bus Station Information system and Content Management System (CMS). The winning tender was provided by 21st Century Solutions and approval to appoint the contract was given by Finance and Resource Committee on [10 October 2019](#). Approval to fund part of the

[Stuart Lowrie](#)

Public Transport
Manager

Wards Affected: All

contract through Prudential borrowing was provided by Council on [24 October 2019](#).

Work has begun to replace the Bus Station Information System and Hardware and introduce a new CMS.

Petition for a Park and Ride Site at Lothianburn – Straiton Park and Ride Update

Contained in the 'Petition for a Park and Ride Site at Lothianburn – Follow Up Report' approved by Transport and Environment Committee on 17 May 2018 was a requirement to review patronage and to identify potential improvements.

The purpose of this bulletin is to provide elected members with an update on current progress on this recommendation.

Straiton Park and Ride Site is currently served by Lothian Bus services X37, 47 and the X47. These services provide a direct connection to the city centre via the bridges corridor and on to Granton. They offer a service to and from the city centre at least every 20 minutes and it takes approximately 25 minutes to reach Princes Street.

Lothian Bus Service 67 also calls at the Park and Ride site and this provides a service which links the University Campuses at West Mains and Bristo before terminating at Hanover Street.

Public Transport Priority

The Public Transport Priority Action Plan was presented to the Transport and Environment Committee in August 2018 and this contained a number of measures which seek to make public transport more efficient which should make the use of the Straiton facility more attractive.

A methodology has been developed for producing a more regular spacing of bus stops which would improve journey times. This methodology is to be used on a trial corridor and the monitoring of this will be submitted to Committee early next year.

There is also a consultation exercise ongoing on a proposal to amend the peak hour lanes that the above services use to make them operate from 7.00am to 7.00pm for seven days a week.

In addition, discussions are ongoing with Lothian Buses for the deployment of automatic enforcement cameras to prevent buses from being delayed by illegal parking.

[Stuart Lowrie](#)

Public Transport
Manager

Wards Affected: No wards directly affected as this site is located within the Midlothian Council Area.

Ticketing

Lothian Buses have recently introduced contactless pay on their services. Bus users are now automatically charged for the cheapest daily fare on their debit card. This now makes it easier for drivers to transfer to the bus at Straiton Park and Ride without the need to pre-purchase tickets.

Signage

To make drivers more aware of the presence of this facility, contact has been made with Midlothian Council regarding the existing advanced direct signage. The response was that this is not currently high on their list of priorities, however, we will explore funding options with Midlothian Council to enhance the signage for this site.

Existing Bus Services

If the existing bus services that call in to Straiton Park and Ride were staggered this would reduce the headway for onward travel to the city centre.

It is therefore proposed that this matter is raised at the regular liaison meetings with Lothian Buses to try to increase patronage at this site by reducing the waiting time between subsequent bus services

City Centre West to East Cycle Link and Street Improvements Project (CCWEL) – Update on Delivery

The CCWEL project is a multi-million pound scheme that will provide a transformative improvement in facilities for cycling and walking between Roseburn and Leith Walk, via the city centre, and will include the introduction of segregated cycleways on main roads along the route.

The project is being delivered in three sections:

- Section 1 - Roseburn to Haymarket
- Section 2 - Haymarket to Charlotte Square
- Section 3 - St Andrew Square to Picardy Place

The Council is in the process of procuring a contractor to deliver the project, through the SCAPE Civil Engineering Framework Agreement. A further update regarding this will be provided to the next meeting of the Transport and Environment Committee, prior to seeking approval from the Finance and Resources Committee to award the construction contract.

[Rurighd McMeddes](#)
Active Travel Officer

The current anticipated timescale for the project involves commencing construction of both Section 1 and Section 2 during May 2020, with Section 3 expected to commence in September. Construction of the whole route is expected to be complete by the end of 2021.

Construction will require significant temporary traffic management measures throughout the project corridor, including lane closures and road closures. The most significant of these closures are detailed below (dates are provisional and may be subject to change):

- Haymarket Terrace - eastbound road closure, from Haymarket Yards to Rosebery Crescent (early September to mid November 2020).
- York Place - westbound road closure (early September to mid December 2020).

These road closures have been discussed with Lothian Buses and other relevant stakeholders at an early stage and further consultations with key organisations will continue throughout the coming months.

Commencement of construction is subject to the successful conclusion of ongoing statutory procedures for the Traffic Orders necessary to introduce the proposed changes:

- The Traffic Regulation Order (TRO) and Redetermination Order (RO) for Section 1 are subject to the outcome of a Public Hearing, which took place on 4-5 November 2019. The reporter's recommendations are expected in mid January 2020 and will be reported to the first available meeting of this Committee following their receipt.
- Representations to the TRO for Section 2 were reported to this Committee on 20 June 2019 and approval was given to set these aside and make the Order, with an amendment to allow loading on Palmerston Place. The RO for Section 2 has been referred to Scottish Ministers for determination. An indicative timescale for a determination has been requested but has not yet been provided.

The RO for Section 3A (York Place and Queen Street) is complete and no further Traffic Orders are required. The TRO and RO for Section 3B (North St Andrew Street) will be advertised in the next few months.

Roseburn to Union Canal – Update on Delivery

The Roseburn to Union Canal project is a multi-million pound scheme which will transform the quality of walking and cycling connections from the North Edinburgh Path Network (NEPN) and QuietRoutes 8 and 9 (West Edinburgh) to the Union Canal, and onwards to the Meadows and Southside, as well as Southwest Edinburgh and National Cycle Network route 75 (NCN75).

The scheme will deliver new off-road paths and associated bridges, from the NEPN at Russell Road to the Union Canal at Gibson Terrace (the final connection of Telfer Subway to Gibson Terrace is a separate project). Associated greenspace improvements in Dalry Park and elsewhere on the route will be delivered, having been identified as a priority in the City Plan.

The Council is in the process of procuring a contractor to deliver the project, through the SCAPE Civil Engineering Framework Agreement. A further update regarding this will be provided to the next meeting of the Transport and Environment Committee, prior to seeking approval from the Finance and Resources Committee to award the construction contract. As part of this process, the contractor has produced a feasibility report, which indicates a projected construction cost of £4.8 million.

The current anticipated timescale for the project involves commencing construction in June 2020, with completion programmed for April 2021.

A Major Planning Application is required to secure permission for the project to proceed. The initial Proposal of Application Notice (PAN) application (19/02885/PAN) was approved on 4 July 2019, subject to engagement with the local community being carried out and a pre-application consultation report being compiled. The PAN report was presented to Planning DM Sub-Committee on 28 August. The planning application is scheduled to be submitted by the end of November 2019 with a maximum 16-week determination period. Therefore, the application is expected to be determined by the end of March 2020.

The project includes a new bridge over the West Coast Main Line railway and negotiations are underway with Network Rail (NR) to secure the necessary approvals for this.

[Barry Clarke](#), Senior Project Manager

Land Reform (Scotland) Act 2003 Part 1: Draft Revised Guidance for Local Authorities and National Park Authorities 2019

Part 1 of the Land Reform (Scotland) Act 2003 (LRSA) is flagship legislation of the Scottish Parliament, establishing a right of responsible non-motorised access to land throughout Scotland with few exceptions. It underpins a range of policy areas relating to health and well-being, tourism, local economy and sustainable transport.

The purpose of this consultation is to update the LRSA statutory Guidance for Local Authorities and National Park Authorities issued in 2005 when considering the following;

- Amendments were made to the LRSA by the Land Reform (Scotland) Act 2016 and this revised guidance will help Access Authorities to take cognisance of those changes, whilst also taking into account lessons that have been learned on the operation of Part 1 of the LRSA over the fourteen years since it came into force.
- On 31 December 2016, Part 9 of the Land Reform (Scotland) Act 2016 commenced. Part 9 makes minor amendments and procedural clarifications to Part 1 of the LRSA. These changes relate mainly to the procedures for the review and amendment of core paths plans, and service of court applications relating to access rights.
- Section 27 of the LRSA sets out that Scottish Ministers may give guidance on Part 1 of the LRSA to local authorities and national park authorities and that the authorities shall have regard to that guidance. Section 27 of the LRSA requires that, before giving such guidance, Ministers shall consult each local authority and lay a draft before the Scottish Parliament for a period of 40 days.

Consultation respondents will contribute to the finalising of the revised statutory Guidance. Edinburgh's consultation response is currently being prepared by the Outdoor Access Officer and a further update will be provided in the next T&E BB. The consultation deadline has recently been extended to 13th January 2020.

[Martin Duncan](#),
Access Officer

Wards affected: All

Water of Leith Basin Update

In response to increased levels of detritus and litter in the Water of Leith Basin, a group of key stakeholders has come together to form the Water of Leith Action Group with the aim of improving the management of the water and preventing

[Gareth Barwell](#), Head
of Place Management

Wards affected: Leith

significant accumulations in the basin in the future. The main members of the group are the City of Edinburgh Council, Forth Ports, Water of Leith Conservation Trust (WOLCT) and Water of Leith 2000. In addition, it is hoped that the Friends of the Water of Leith Basin will join the group.

The key focus of the group is on the development of a management and maintenance plan. This will be led by the Water of Leith Conservation Trust, with the aim of having a new management plan for the wider Water of Leith catchment in place by mid-2020.

Volunteers from the WOLCT have undertaken a number of clean up exercises using equipment that has been provided by other partners within the group. As part of the management plan, a more sustainable and properly resourced approach to clean ups will be outlined. Supported volunteer days will continue in the interim, as well as moving forward if that is decided to be the best way forward.

Safety improvements at Tollcross Primary School

At the South East Locality Committee on [26 November 2018](#), a motion raised by Councillor Miller was approved, thanking officers and members of the Tollcross Parent Council for their work to produce a travel plan for Tollcross Primary School, noting concerns around unsafe crossings and calling for a cross-departmental approach to assess road safety and possibilities to address the concerns raised.

Since then, officers from the South East Locality Transport team and Road Safety and Active Travel teams have been working together and liaising with the school and Parent Council to develop plans to respond to the concerns.

A review of the existing layout has been carried out and designs developed to improve pedestrian access to the rear gate of Tollcross Primary from West Tollcross and Lochrin Terrace. As a result, the following proposals have been incorporated into the Meadows to Union Canal Active Travel project:

- a junction realignment and new continuous footway across West Tollcross at its junction with Lochrin Terrace;
- localised footway widening to remove a layby and associated relocation of waste containers on Lochrin Terrace; and
- a new signalised pedestrian crossing across Home Street, immediately south of the junction with Lochrin Terrace.

[Mark Symonds](#), Road Safety and Active Travel Liaison Officer
Wards affected: City Centre

These improvements are expected to be delivered by spring 2021, subject to the satisfactory conclusion of the statutory processes for the Traffic Orders necessary to implement the project.

In the shorter term, interim measures utilising both carriageway markings and temporary bolt down kerbing at key locations, will be progressed to substantially reduce the carriageway width on the approach from Lochrin Terrace by widening the central island and further reduce crossing distances for pedestrians by extending kerb lines at the junctions with West Tollcross. It is anticipated that the interim measures can be in place by Spring 2020.

Officers will continue to work with the school and the parent council to keep them informed of the proposed developments and to gather input to other measures that can be taken forward to improve the safety of the route to Tollcross Primary School.

Low Emission Zones – Overview of the Legislative Options

The Transport Bill passed stage 3 on 10 October 2019 and sets out how Low Emission Zones (LEZs) will operate in Scotland. Further Regulations will allow the Scottish Government to set consistent national standards for a number of key aspects including emissions, penalty rates, exemptions, parameters for grace periods, and consultation requirements and legal mechanism to bring LEZs into effect. Transport Scotland has advised that consultation on the content of Regulations will be underway in the next couple of months, with development of the Regulations continuing into 2020. The Council's intention is to use the LEZ specific powers to bring LEZs into effect, when available.

Alternative regulatory options also exist to implement LEZ controls on buses. Through the Transport Act 1985, the Council can ask the Traffic Commissioner for Scotland to impose a Traffic Regulation Condition (TRC) controlling emissions from buses. This process would require engagement with bus operators and the submission of an application to the Commissioner providing supporting information. The Traffic Commissioner will need to undertake a Regulatory Impact Assessment to establish if a TRC is appropriate for Edinburgh and to determine its resultant impact upon bus operators and passengers. It is anticipated that this

[Andrea Mackie](#)

Transport Officer
Place Development

Wards Affected: All

process will take a minimum of six months, with the Traffic Commissioner presenting the decision at its conclusion.

The Council is already exercising emissions controls on Edinburgh's taxi and private hire vehicles through the Emissions Policy for Taxi and Private Hire Cars (which sets emissions and age standard through licencing).

Consideration is being given to how Edinburgh can make best use of the regulatory options available to support the Council's ambitious objectives for LEZs, alongside ensuring ongoing progress in reducing pollution from vehicles operating in Edinburgh. The options are being discussed at December 4 Cities Leadership Group. A further update on legislative options will be provided to Transport and Environment Committee as part of reporting on the revised LEZ proposals and a briefing for members will be arranged in January 2020.

Road Works Signage

All contractors, Public Utilities and developers working on Edinburgh's road network must use Road Works Signage which complies with the 'Safety at Street Works and Road Works – A Code of Practice'.

Under the Code of Practice the placing signs in the footway is permitted, but they must be positioned so as to minimise inconvenience or hazard to pedestrians, with particular consideration given to those with visual impairments, pushchairs, wheelchairs and mobility scooters. A minimum usable footway width of 1.5 metres should be maintained where possible.

After inspections of live sites in the city it is apparent that road signs are being used that are too large for the speed of road they are being placed on. Placing large signs on footways, leaving narrow spaces for pedestrians, is unacceptable practice which creates accessibility issues.

Therefore, an instruction has been issued to contractors to survey their work locations and replace any sign that is larger than requirements with the correct size of sign.

Additionally, officers attending site or table top meetings with contractors, Public Utilities and developers to discuss works, have instructed, and will continue to instruct, that failure to comply with the Code of Practice will no longer be tolerated.

[Gavin Brown](#)

Service Manager -
Network Management
and Enforcement

Wards Affected: All

Compliance with these instructions will be monitored and infringements, when discovered, through inspections or reporting, will be dealt with in a suitable manner.

Forthcoming activities:

This page is intentionally left blank

Transport and Environment Committee

10.00am, Thursday, 5 December 2019

Citywide Ban on ‘A’ Boards and Other Temporary On-street Advertising Structures – 12 Month Review

Executive/routine	Executive
Wards	All
Council Commitments	C15, C27

1. Recommendations

- 1.1 It is recommended that Committee:
- 1.1.1 notes the impact that the citywide ban on ‘A’ Boards and other temporary on-street advertising has had on making the city’s streets more accessible and safe;
 - 1.1.2 notes the positive feedback from a variety of stakeholders and members of the public on the difference that the ban has made to how they move around the city, especially those with sight and/or mobility impairments;
 - 1.1.3 notes that the reduction in street clutter has had a positive impact on the appearance of the city, particularly in sensitive historic areas;
 - 1.1.4 notes the challenges that some businesses have experienced since the ban’s implementation and agrees that support will continue to be provided in exploring alternative forms of advertising;
 - 1.1.5 agrees that official event-related advertising displayed during the Festival Fringe remains exempt from the ban subject to concerns raised being addressed; and
 - 1.1.6 agrees that the citywide ban should remain in place now that the 12-month review period has concluded.

Paul Lawrence

Executive Director of Place

Contact: Ewan Kennedy, Service Manager – Transport Networks

E-mail: ewan.kennedy@edinburgh.gov.uk | Tel: 0131 469 3575

Citywide Ban on 'A' Boards and Other Temporary On-street Advertising Structures – 12 Month Review

2 Executive Summary

- 2.1 This report sets out findings from the 12-month post-implementation review of the citywide ban on 'A' Boards and other temporary on-street advertising structures. The ban was implemented on 5 November 2018 following its approval at the [Transport and Environment Committee in May 2018](#).
- 2.2 The ban's implementation has prompted positive feedback from a variety of organisations and individuals regarding its impact on the accessibility, safety and appearance of the city's streets. Particularly positive feedback has been received from people with sight and/or mobility impairments, who prior to the ban, found navigating the quantum of on-street advertising a significant challenge and deterrent to using city's streets.
- 2.3 Some businesses and business representative organisations have raised concerns that the ban has had a negative impact on footfall and trade, particularly for premises located in harder to reach/see locations. Support will continue to be offered to businesses to help mitigate these impacts and this report summarises those measures. This report also acknowledges other potential factors which may have contributed to fluctuations in footfall and trade.
- 2.4 This report finally includes a review of feedback provided around official event-related advertising connected with this year's summer Festival Fringe. This responds to a [Coalition Motion](#) approved at the Transport and Environment Committee in September 2019 and will help to inform the advertising strategy for next year's event.

3 Background

- 3.1 The Council is committed to protecting and enhancing the city's environment and economy. A number of the Council's Commitments recognise the positive impact that good quality public spaces have in contributing to the city's success as a place in which people want to live, work and visit. Minimisation of street clutter contributes to the creation of good quality public spaces.

- 3.2 Council Commitment [No. 27](#) specifically seeks the reduction of street clutter to improve accessibility. Stronger and more consistent control of obstructions such as temporary on-street advertising structures will make a significant contribution to meeting this Commitment.
- 3.3 The Council (as Roads Authority) is responsible for overseeing the safe operation of public roads and footways and has a duty to protect the rights of the public to use and enjoy them. Obstructions not covered by the permission of a specific permit or license (or by agreement with the Roads Authority) constitute an offence under Section 59 of the Roads (Scotland) Act 1984, and the Council has the power to remove them under this legislation.
- 3.4 In March 2017, the Transport and Environment Committee agreed to explore a more strategic approach to addressing the concerns around temporary on-street advertising structures.
- 3.5 Three options were explored as part of the engagement process:
 - 3.5.1 Option 1: Retain the existing policy and amend it to cover all forms of temporary on-street advertising structures rather than just 'A' Boards;
 - 3.5.2 Option 2: Extend the partial ban to other key areas, with restrictions elsewhere; or
 - 3.5.3 Option 3: A complete citywide ban.
- 3.6 The options were assessed against key criteria to establish whether they would:
 - 3.6.1 significantly contribute to improving pedestrian safety and accessibility;
 - 3.6.2 significantly contribute to improving the appearance of the city's streets;
 - 3.6.3 significantly contribute to delivering the relevant Council Commitments, policies, strategies, and guidance;
 - 3.6.4 be clearly understood;
 - 3.6.5 be fair to all businesses; and
 - 3.6.6 be sustainably enforceable, taking account of available resources.
- 3.7 In May 2018, the Transport and Environment Committee concluded that the implementation of a citywide ban would have the most significant impact in tackling on-street advertising. Equality was at the heart of this decision – the primary aim was to ensure that everyone, no matter their age or ability, could enjoy the city's streets and spaces with greater confidence and ease.
- 3.8 As part of the decision to implement a citywide ban, it was agreed that support would be provided to businesses to help mitigate any potential impacts on trade and footfall. This support was to focus on providing both general and bespoke guidance around alternative types of advertising.

4 Main report

- 4.1 The citywide ban has been in place for just over 12 months since its implementation on 5 November 2018. A variety of feedback and analysis work has been undertaken to review how effective it has been.
- 4.2 The following information has been used to inform this review:
- 4.2.1 Feedback from stakeholders including community councils, organisations including the Royal National Institute of Blind People (RNIB) and the Federation of Small Businesses (FSB), individual businesses and members of the public;
- 4.2.2 A comparative review of a selection of streets pre/post implementation, concentrating on some of the streets where high levels of concern were raised around the quantum of on-street advertising; and
- 4.2.3 Levels of compliance with the ban.

Summary of Feedback on the Citywide Ban

- 4.3 A range of feedback has been received since the implementation of the ban. Feedback has been provided either through meetings and correspondence with key stakeholder groups and businesses, or unprompted from those wishing to share their thoughts.
- 4.4 Appendix 1 includes a selection of quotes from stakeholders and the public on the impacts that the ban has had on the pedestrian environment.

Organisations with an Equality Focus

- 4.5 Organisations with an equality focus including the RNIB, Living Streets and the Edinburgh Access Panel consider that the ban has had a significant positive impact on improving the accessibility and safety of the city's streets for everyone, not just people with disabilities.
- 4.6 Particularly positive impacts have been experienced by people with sight and/or mobility impairments, who have commented on the difference that the ban has made to their ability to navigate the city more confidently and safely.
- 4.7 A meeting with the RNIB in April provided an opportunity for members of the Transport and Environment Committee to hear their members' views on the ban. Feedback was overwhelmingly positive, particularly around the reduction in trips and falls and the fear associated with navigating obstructions.
- 4.8 In September the RNIB held a discussion group with some of its members to gain further feedback. Again, members reported a significant improvement to the accessibility of streets following the ban's implementation, reiterating the reduction in the potential for trips and falls and increased confidence in moving through the city. Members also commended the clear communication and enforcement process and were keen to see bans introduced by other local authorities.

- 4.9 Living Streets consider the ban to have successfully reduced street clutter to aid better pedestrian movement and consider that it has been effectively enforced. They also commended the high level of compliance by businesses.
- 4.10 The Edinburgh Access Panel has reported positive feedback from its members and regard the ban as a success. Specific comment was offered around the difference that the ban has made to reducing obstructions on narrower busier pavements in the city centre, which members had found particularly challenging to navigate due to the quantum of on-street advertising.
- 4.11 Guide Dogs for the Blind also confirmed that having less street clutter has made a real difference to reducing the stress experienced by guide dogs as they help people with sight impairments around the city.

Community Councils

- 4.12 Feedback from community councils has been sought on the ban, with a range of responses received from across the city. All those who responded confirmed that the ban has improved the accessibility of streets in their areas.
- 4.13 Prior to the implementation of the ban, Southside Community Council had raised several specific concerns about the proliferation of advertising structures given the narrowness of pavements and high pedestrian footfall in the Southside area. Since the implementation of the ban, they have reported a significant improvement in the accessibility and safety of pavements and regard the ban as a success.
- 4.14 Some community councils referred to the need to ensure premises were complying after noting a small number of businesses that were still presenting structures on pavements. Specific examples were subsequently followed-up by the Council's Environmental Wardens.

Public Safety

- 4.15 The Council's Public Safety Team consider the ban to have been successful in reducing street clutter to the benefit of public safety and event management.

Heritage Organisations

- 4.16 Edinburgh World Heritage considers that the ban has had a positive impact on the appearance of the World Heritage Site through the reduction in street clutter.
- 4.17 The Cockburn Association welcomed the introduction of the ban and considered it necessary to control on-street advertising which had become a major impediment to pedestrians. The continuation of the ban is therefore supported from their perspective. They also consider that robust enforcement is critical to its ongoing success.

Businesses

- 4.18 Feedback from a variety of business representative groups including the FSB, Essential Edinburgh Business Improvement District (BID), the Chamber of Commerce, Edinburgh Tourism Action Group (ETAG) and George Street Association, alongside a number of individual businesses, has been provided.
- 4.19 A meeting was held with FSB and some of its members in July to hear feedback and ascertain whether further guidance was required on any specific issues. Feedback can be summarised as follows:
- 4.19.1 some businesses, particularly those located in harder to reach/see locations (such as those down closes, in basements or off main high streets), have concerns that the loss of advertising structures has caused a reduction in footfall and trade;
 - 4.19.2 the citywide approach could be revised to target only the narrower/busier streets, with a permit system (or similar) being offered to other areas where the use of on-street advertising structures could be applied for and determined on a case-by-case basis; and
 - 4.19.3 support needs to continue to be offered to businesses around exploring alternative ways to advertise premises to ensure visibility is maximised, particularly where attracting passing trade is important.
- 4.20 The Chamber of Commerce reported that there has not been a huge amount of feedback, and on this basis, considered that the ban is unlikely to be a major issue for most members. Some members have however, stated that enforcement needs to be consistent and some have stated that the ban has made it more difficult for them to attract footfall. Some members have also pointed to the positive difference that the ban has made to public accessibility, especially for wheelchair users.
- 4.21 Essential Edinburgh BID confirmed that there has generally been a low level of concern raised around the ban from businesses. Most of the feedback has been around ensuring that enforcement continues to be fair and robust. Specific concerns from one business located in a basement on Hanover Street were reported, therefore direct contact was made with that business. Several shopfront enhancements have since been agreed to help mitigate impacts.
- 4.22 George Street Association reported that members feel that the ban could be less restrictive, and that a mechanism should be explored to allow the use of on-street advertising on a case by case basis. Members also feel that the ban has disproportionately affected smaller businesses who do not have the funds to invest in alternative forms of advertising, and that businesses that do not have an on-street shop front have been impacted most. There was general agreement that consistent enforcement is critical.
- 4.23 ETAG confirmed that they have not received any feedback from businesses or visitors on the ban.

4.24 Discussions with a small number of individual businesses located in more challenging hard to reach/see locations have and will continue to take place to explore bespoke advertising strategies. Where relevant, links with Business Gateway and other organisations such as Edinburgh World Heritage to explore grants for shopfront improvements within the World Heritage Site area, have been established.

Walking Tour Operators

- 4.25 Walking tour businesses faced specific challenges due to their preference to locate the advertising for their tours at the same location as their tour meet-points. Advertising tours using generally large, highly visible box-style structures along the Royal Mile (where most tours meet) had become commonplace.
- 4.26 A commitment to explore bespoke advertising options was made to support walking tour operators and specific engagement both pre and post ban implementation was undertaken. This included meetings with individual operators and a group meeting to discuss issues collectively.
- 4.27 Safety concerns raised by Police Scotland and the Council's Public Safety team prompted the early removal of the box-style advertising structures prior to the 2018 summer Festival. Several interim measures were permitted for use during this busy period and these were reviewed in October 2018 in advance of the ban coming into force. Three options were permitted for ongoing use consisting of a) hand held/wearable signs, b) use of Council poster sites, and c) hire of shop window space. The potential to explore permanent shared signage to advertise tours collectively was also suggested based on feedback from some operators.
- 4.28 In December 2018, a meeting was held with operators and officers representing a range of services including Planning, Roads, Parks and Greenspace, and Events to explore further ideas around alternative forms of advertising collectively. At the meeting, many of the operators acknowledged the challenges faced around the need to balance demands on the Royal Mile in relation to signage, protecting its historic sensitivity and ensuring ease of pedestrian movement. Some operators felt that the use of hand-held signs was an improvement and the removal of the volume of advertising on the street was a positive change. However, many remained concerned that losing on-street signage would be detrimental to their business.
- 4.29 Some operators suggested that having an advertising structure per operator would be the preferred way forward, potentially designed as bollard wrap. However, it was concluded that having a sign per operator could not be supported as:
- 4.29.1 this would have an unacceptable impact on the appearance of one of Edinburgh's most sensitive historic streets;
 - 4.29.2 would not be fair to other businesses who have been required to remove their on-street signs; and

4.29.3 would create a precedent which would be difficult to justify or enforce. Edinburgh World Heritage confirmed that they would not be supportive of this approach due to the cumulative visual impact that numerous individual signs would have on the Royal Mile.

4.30 Despite some initial interest at the start of the engagement process and some development of the idea by the Council, the majority of operators confirmed that they did not wish to pursue a permanent shared sign(s). Reasons for this included challenges around management and maintenance.

4.31 Operators who have on-street premises particularly on or near to the Royal Mile have been encouraged to maximise advertising opportunities at their premises in addition to the use of hand-held signs.

4.32 Some operators have raised issues around the practicalities/safety implications of using hand-held signs. Suggestions to address these concerns include using lightweight wearable tabards or signs on backpacks. To date, hand-held signs have been the most widely used method to advertise tours and this reflects how many other cities manage walking tour advertising including historic cities such as Bath, York and Prague.

Interest from Other Local Authorities

4.33 Since the implementation of the ban interest from some other local authorities has been forthcoming, including Birmingham City Council and West Dunbartonshire Council. Edinburgh's approach and the lessons learnt have been shared with these local authorities to support their own efforts to de-clutter streets.

Comparative Review of Key Streets Pre/Post Ban

4.34 Streets which experienced some of the greatest challenges with temporary on-street advertising were recorded photographically both before and after the ban was implemented. This record is included at Appendix 2.

4.35 The photographs show a marked improvement in the accessibility of the pavements, with people now able to occupy the spaces that the advertising structures once did. This has been experienced across the city and confirmed by the Environmental Wardens on their inspection visits.

4.36 The photographs also clearly show the impact that the ban has had on improving the appearance of the city's public realm through the reduction in street clutter. In particularly sensitive historic areas such as the World Heritage Site, the ban has had a positive impact in allowing the special characteristics of the streets, spaces and views through them to be at the forefront of people's experience.

Levels of Compliance

4.37 Levels of compliance with the ban continue to be extremely high. An estimated 90% plus of businesses have been voluntarily complying from within the first few weeks of it coming into force.

- 4.38 At the start of the ban's implementation, Environmental Wardens concentrated on working with businesses to ensure awareness of the requirements. Formal enforcement action was then initiated in a small number of cases where compliance was not forthcoming.
- 4.39 Since the ban was implemented, 222 premises have been instructed to remove their structures. Of those 222, 193 complied and 29 premises received a formal notice requiring the removal of the structure. Of those 29, 15 complied and 14 structures required to be confiscated from 8 premises. This stepped process has been successful in ensuring compliance.
- 4.40 Members of the public have also provided valuable inputs into the enforcement process through raising enquiries via the dedicated email address aboards@edinburgh.gov.uk, which was set up to allow breaches to be reported.
- 4.41 The enforcement process is set out in Appendix 3.

Addressing Concerns from Businesses

- 4.42 Some businesses, particularly those in harder to reach/see locations such as down closes, in basements or off main high streets, have raised concerns that the loss of temporary on-street advertising has had a negative impact on footfall and trade.
- 4.43 Whilst reports of negative impacts on footfall and trade are certainly concerning and need to be addressed, there are several potential factors that could have contributed to this in addition to the removal of advertising structures. For example, national reporting over the Christmas period confirmed a significant downturn in spending across the UK compared with previous years. The growing popularity of online shopping is particularly impacting retail-led businesses, especially for those that have either no or limited online presence. Concerns over the outcome of Brexit also continue to impact on spending. These factors confirm that whilst the loss of temporary on-street advertising may have had some impact on trade for some businesses, there are wider factors which need to be acknowledged that are out with the control of the ban.
- 4.44 Support to help mitigate any impacts from the ban will continue to be provided. The Council's [dedicated webpage](#) provides a one-stop-shop of relevant guidance and advice on whether consent for changes to shopfronts will be required, along with links to relevant support organisations.
- 4.45 The Council's [Guidance for Businesses](#) provides clear guidance on different types of shopfront signage and general shopfront alternations.
- 4.46 Links to services offered by Business Gateway including their '[Digital Boost](#)' programme, and the provision of awareness around financial support available such as Edinburgh World Heritage's shopfront improvement grants, will continue to be provided.

- 4.47 Generally, the support offered to businesses in exploring different ways to advertise and promote their premises has been well received. Creative window displays and signs displaying daily offers, for example using blackboard-style signs, have been noted. Clarity has been provided as early as possible where certain types of signage is not acceptable.
- 4.48 To help address concerns from businesses down closes on the Royal Mile, an audit of the existing signs affixed to close walls was undertaken to inform potential options around how signage could be improved to further encourage footfall. The audit confirmed that most businesses do have some form of fixed signage, however there is a wide variety in style and positioning and it is considered that formalisation and consolidation is needed to ensure clarity and better reflect the sensitive historic setting, in collaboration with businesses. The Council is therefore working with Edinburgh World Heritage, who is currently exploring a prototype sign as part of the Twelve Closes project, which could incorporate both directional and business-related information. Opportunities for coordination with the city's wayfinding project, led by Transport for Edinburgh, are also being explored. The next step in this process is to explore potential designs and an update will be provided to the Transport and Environment Committee in due course.
- 4.49 On a broader scale, the city's wayfinding scheme presents an opportunity for key destinations i.e. town and local centres to be highlighted to generate enhanced interest and footfall. Opportunities for businesses to be promoted as part of the digital mapping are being explored and engagement with stakeholders, including business representative organisations, is progressing as the scheme develops.



Alternatives to the Ban – Permit System or Area-Based System





- 4.50 Lessons have been learnt from managing the previous approach of restricting some areas/premises and not others. These lessons confirm that a selective system would not be a workable or effective alternative to the current ban, which is clearly understood, fair to all businesses and wide-reaching in its impact on the pedestrian environment.
- 4.51 Ultimately, both a permit or area-based system would revert the city back to a position where advertising structures have the potential to cause obstructions to pedestrians.

Advertising for the Summer Festival Fringe

- 4.52 The Festival Fringe is an exceptional period in the city's events calendar, where Edinburgh is temporarily transformed to support the huge variety of activities and events taking place. An exemption to the ban is in place during this period to enable official event-related advertising to be displayed. The ban remains in place for all other types of temporary on-street advertising.

- 4.53 Following a competitive tender process in March 2019, Out of Hand Ltd remained the preferred company for designing, delivering and maintaining all outdoor event-related advertising for the Festival Fringe. The contract covers the next four years including 12 monthly reviews, with an optional three-year extension once the four-year period has concluded.
- 4.54 The Council also works in partnership with Edinburgh Fringe, who organises the various shows and events and specifically manages activities on the Royal Mile.
- 4.55 Prior to having a managed advertising strategy, unauthorised flyposting had been a significant problem both in terms of its impact on the city’s appearance and on the Council’s resources. Having a managed advertising strategy has resulted in a significant reduction in flyposting, and any flyposting which does appear is now removed as part of the contract with Out of Hand Ltd.
- 4.56 This summer’s Festival Fringe was another huge success, drawing in thousands of visitors from across the globe and generating millions of pounds into the city’s economy. However, it also prompted several concerns about the impact of advertising structures on pedestrian accessibility and safety.
- 4.57 At the end of each festival a review is undertaken to ensure any issues raised are assessed and used to inform the following year’s event. As part of this year’s review with Out of Hand Ltd, the concerns raised around on-street advertising structures were discussed and a series of changes suggested. These suggestions were informed by a street audit undertaken by Council officers during the festival.
- 4.58 The following table summarises the key elements of the review. The list is not exhaustive at this stage, as work is ongoing to further refine the strategy for next year:

Key concerns raised	Recommendations from Council’s street audit and agreed with Out of Hand Ltd	Example
Position and size of some advertising structures negatively impacted on pedestrian accessibility and safety, causing obstructions (physical and sight-lines), pinch points and trip hazards	<u>Mills Barriers (aka ‘Crowd Barriers’)</u> Significantly reduce the number of mills barriers to ensure they do not cause obstructions to pedestrians, especially at junctions and in the busiest areas	
	<u>Tall Two-sided Lamppost/Pole Wraps</u> Redesign slim version to fit tighter around lampposts/poles in high footfall, narrow streets	

	<p><u>Short Three-sided Triangle Lamppost Wraps</u></p> <p>Restrict to large lampposts only</p>	
	<p><u>Railing Boards</u></p> <p>Review locations to ensure road user sightlines are not impeded</p>	
	<p><u>Heras Fencing</u></p> <p>Review locations to ensure road user sightlines are not impeded</p>	
	<p><u>'A' Boards</u></p> <p>Not permitted for use in any location</p>	
	<p><u>Box Signs</u></p> <p>Restrict to areas where pavement widths allow only</p>	
<p>Flyposting appearing on vacant shop units</p>	<p>Out of Hand Ltd to review opportunities to use vacant shop units as official advertising spaces so that this can be managed</p>	

4.59 Some alternative advertising options are being explored with Out of Hand Ltd which would make use of existing street furniture. Subject to careful design, these alternatives should avoid causing obstructions to pedestrian movement.

4.60 If Committee is minded to remove the exemption to the ban, this would revert the city back to tackling the significant quantum of unauthorised flyposting. This would have a detrimental impact on the Council's resources particularly within the street cleansing, roads and environmental warden teams. It would also have a negative impact on the city's appearance at a time when it becomes a world stage for visitors.

- 4.61 It is therefore recommended that the exemption to the ban remains in place to allow official event-related advertising to be displayed subject to the restriction of certain types of advertising, as detailed in the table above.

Holistic Approach to Minimising Street Clutter

- 4.62 Minimising street clutter requires a holistic approach across all Council services and progress continues to be made in delivering improvements across the city. However, a balanced approach is also needed where some pieces of infrastructure are required to ensure safety, provide a service or information, or direct movement.
- 4.63 The [Edinburgh Design Guidance](#) and associated technical factsheets reflect the Council's commitment to minimising street clutter, and guide services involved in street management and design towards consistent approaches across the city. The '[Minimising Street Clutter](#)' factsheet is particularly relevant and tackles signage, road markings, surface materials and street furniture including bollards, planters, cycle racks, lighting and bins, setting out ways in which items can be consolidated, reduced or removed. It should be noted that most of the actions in connection with this guidance will be incremental as funding becomes available.
- 4.64 In September, the Finalised Strategy for the City Centre Transformation (CCT) project received Full Council approval to move forward to the delivery stage. The strategy sets out a 10-year delivery plan aimed at transforming many of the city centre's spaces and connections. Decluttering will be an important element of this project as it progresses.
- 4.65 Continuing to link into projects managed by partner organisations, such as the Edinburgh World Heritage 'Twelve Closes' project, is also critical to ensuring that interventions deliver enhanced pedestrian environments. In addition, continuing to work closely with representative groups such as BIDs to create attractive pedestrian environments within which businesses can thrive is also key.

Conclusions

- 4.66 The primary aim behind the citywide ban was to improve pedestrian accessibility and safety for everyone. Equality was at the heart of this decision. The ban has achieved this aim.
- 4.67 The feedback from stakeholders including those with an equality focus, community groups, public safety experts, heritage organisations and some members of the public confirm that the ban has been a success. The ban has also had a positive impact on the city's appearance through the reduction in visual clutter.
- 4.68 Despite some concerns around the ban's impact on footfall and trade, most businesses have adapted well, with alternatives being implemented across the city. Support will continue to be offered to businesses who require guidance on alternative ways to advertise.
- 4.69 Levels of voluntary compliance with the ban have been high and enforcement, both through ensuring awareness and dealing with persistent offenders, continues to be successfully undertaken.

- 4.70 Having regard to the above conclusions, it is recommended that the ban remains in place now that the 12-month review period has concluded.

5 Next Steps

- 5.1 Support for businesses will continue to be offered as required, and written guidance will be monitored and updated as necessary to reflect the most effective and helpful advice available.

6 Financial impact

- 6.1 To support the implementation of the ban a budget of £100,000 was approved to meet the costs of at least two dedicated enforcement officers, a comprehensive communications campaign, and costs associated with vehicles/storage for enforcement purposes.
- 6.2 However, the level of voluntary compliance with the ban from businesses has remained so high that this was reviewed, and the budget subsequently reduced to £25,000 to cover costs associated with the communications campaign and vehicle/storage costs only.

7 Stakeholder/Community Impact

- 7.1 The impact of the ban on stakeholders and communities has been summarised in Section 4.

8 Background reading/external references

- 8.1 [‘A’ Boards and other Temporary on-street Advertising – Committee Report May 2018](#)
- 8.2 [‘A’ Boards - Committee Report March 2017](#)
- 8.3 [Dedicated ‘A’ Boards Ban website with support for businesses](#)

9 Appendices

- 9.1 Appendix 1 – Selection of feedback from stakeholders on the ban’s impact on the pedestrian environment
- 9.2 Appendix 2 – Pre/Post-Ban Photographs - Key Streets
- 9.3 Appendix 3 – Enforcement Process

Positive feedback about the ban's impact on the pedestrian environment has been received from across the city:

We've had a lot of verbal feedback with people in passing and unprompted bringing up how much easier it is to get around Edinburgh.

One campaigner said: 'I am very pleased that the council have banned A-boards. There is only one on Newington Road which is actually a sign so it has made my life a lot easier walking about the city, especially in the winter when it's dark at night'.

And another campaigner with no sight said that the ban has meant he has 'not tripped over any of these boards of late'.

This fits in with what we've heard verbally, that the ban has resulted in less injuries for blind and partially sighted people when they're getting about and that it makes negotiating Edinburgh streets less stressful and more enjoyable.'

RNIB

'I've contacted our members and all who have replied have been very positive about the benefits of the ban. As you may know, Morningside has some quite narrow pavements and the removal of A-boards has made it much easier to get around.'

Morningside Community Council

The ban has my support as the majority of city streets were not designed for A Boards and street cafes, etc. and did nothing but create obstacles for getting around. Advertising material can be placed above head height and cause less obstruction.

Firrhill Community Council

I have to say it's been brilliant and has seen such an improvement in Tollcross. We were moved a few years ago after seeing a video online with a guy in a wheelchair saying Tollcross was the worse place to try and navigate around all the obstacles and the video showed him trying to get around the streets with various A-Boards, bins, pavements adverts, pots and plants etc. So have the stretch of Lothian Rd around the Toy shop and restaurants finally being free of all the A-boards as well as other place is great – so much easier for use and those with mobility issues to navigate the town.

Tollcross Community Council

'Please accept my thanks for your work to improve life for pedestrians — especially those with visual or physical disabilities.'

Galerie Mirages, 46 Raeburn Place

We are extremely supportive of this ban for the obvious reasons...on street use must be accessible for all not just those with no visual or other impairment.'

Currie Community Council

'Living Streets Edinburgh has been very pleased to see the impact of the ban. We have been impressed (and slightly surprised!) by how well it has been applied and would give credit both to the council enforcement officers (who we've found to be very responsive to complaints) and indeed to Edinburgh businesses. Although there seem to be a few persistent offenders, they are very few and far between and we think that the ban has greatly improved many 'town centre streets' for example in Dalry and Tollcross.'

Living Streets

The Access Panel's feedback about the A-board ban is very positive. In the words of one of our blind members, "The removal of A-boards has made a massive difference to getting about the streets of the city much more safely and less stressfully." Inevitably there are still some contraventions but these seem to be very few and far between. And it's good to see that the Council have set up an email address for reporting them. In summary, we are delighted with the ban and regard it as a big success!'

Edinburgh Access Panel

'We would like to thank you for making the A board ban happen, and happen so well. Compliance seems to be very high. This must reflect a good process, carried out thoroughly. It must also indicate it was the right thing to do, that most people agreed with the decision (or at least understood it), and that the time was right. Many people have commented to me on the great improvement, some almost ecstatic in their relief!'

Southside Community Council



Many Thanks To Edinburgh Council!

Every day I go out & about, I benefit from your decision to clear the pavements of advertising board clutter...

Anon, received from CEC website via Customer Care

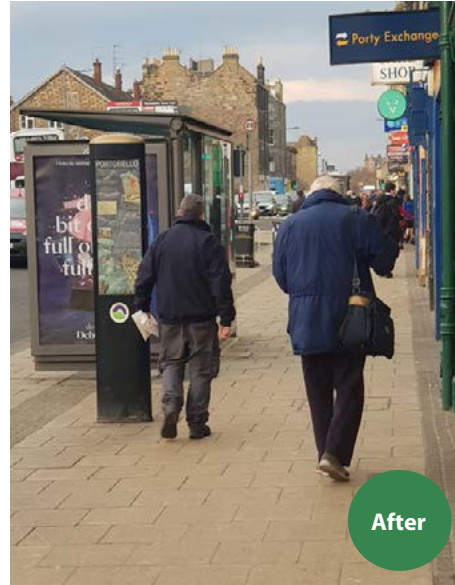
The Cockburn welcomed the introduction of the ban on footpath signage and "A-Boards" which had become not only a serious nuisance but a major impediment to pedestrians. This is especially so in parts of the Old Town and along major thoroughfares such as South Bridge, Princes Street, etc. The continuation with the ban is therefore to be supported and welcomed.

The Cockburn Association

Pre/Post-Ban
Photographs

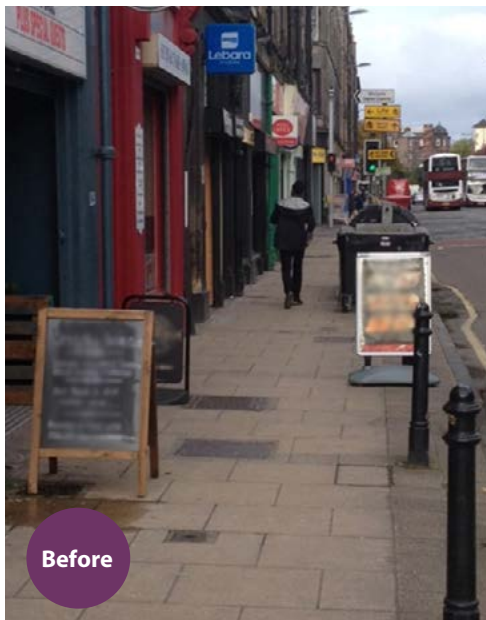


Before



After

Portobello High Street



Before

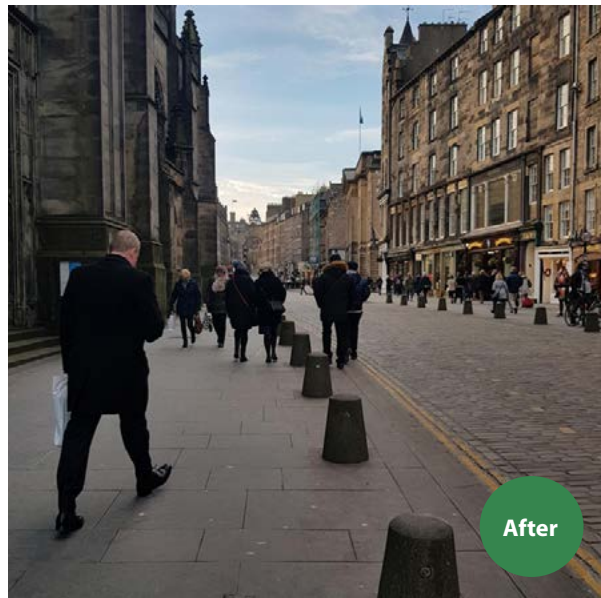


After

Great Junction Street



Before

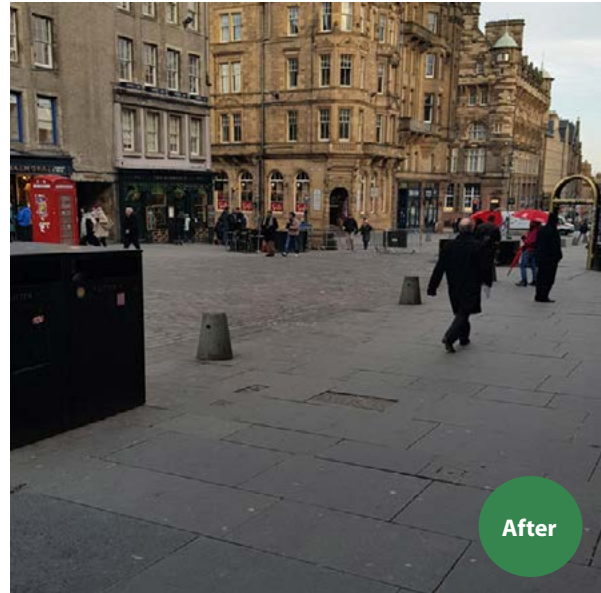


After

High Street (Royal Mile)



Before

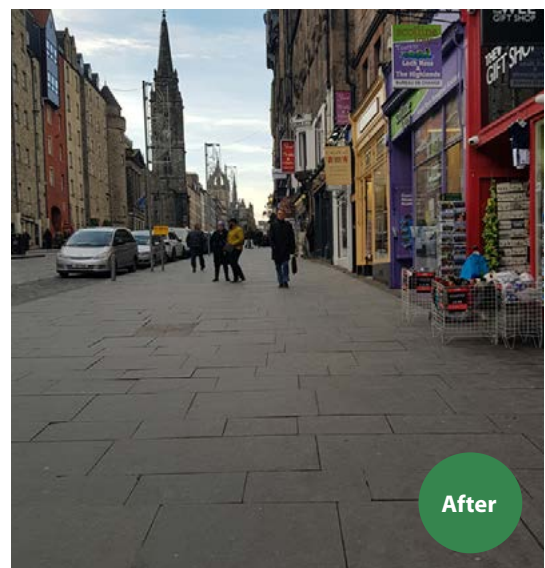


After

High Street (Royal Mile)

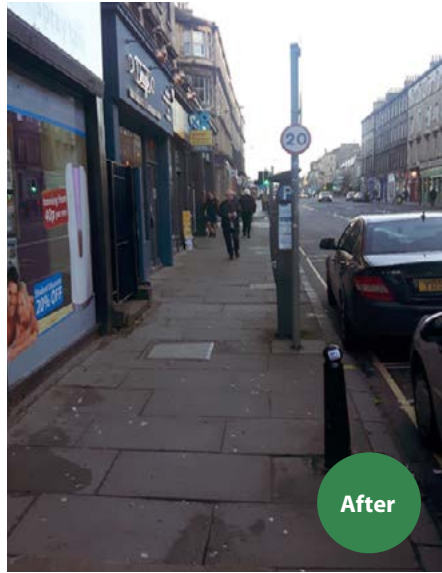
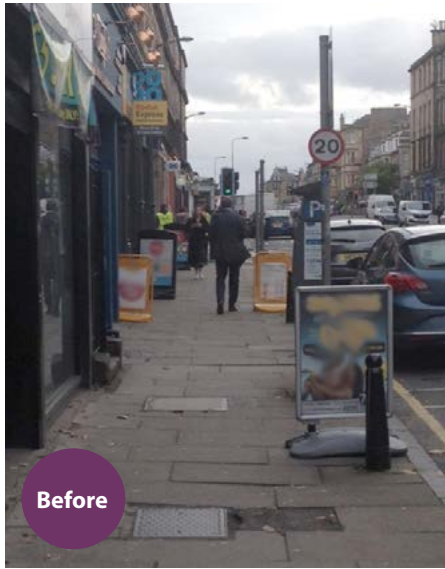


Before



After

High Street (Royal Mile)



South Clerk Street

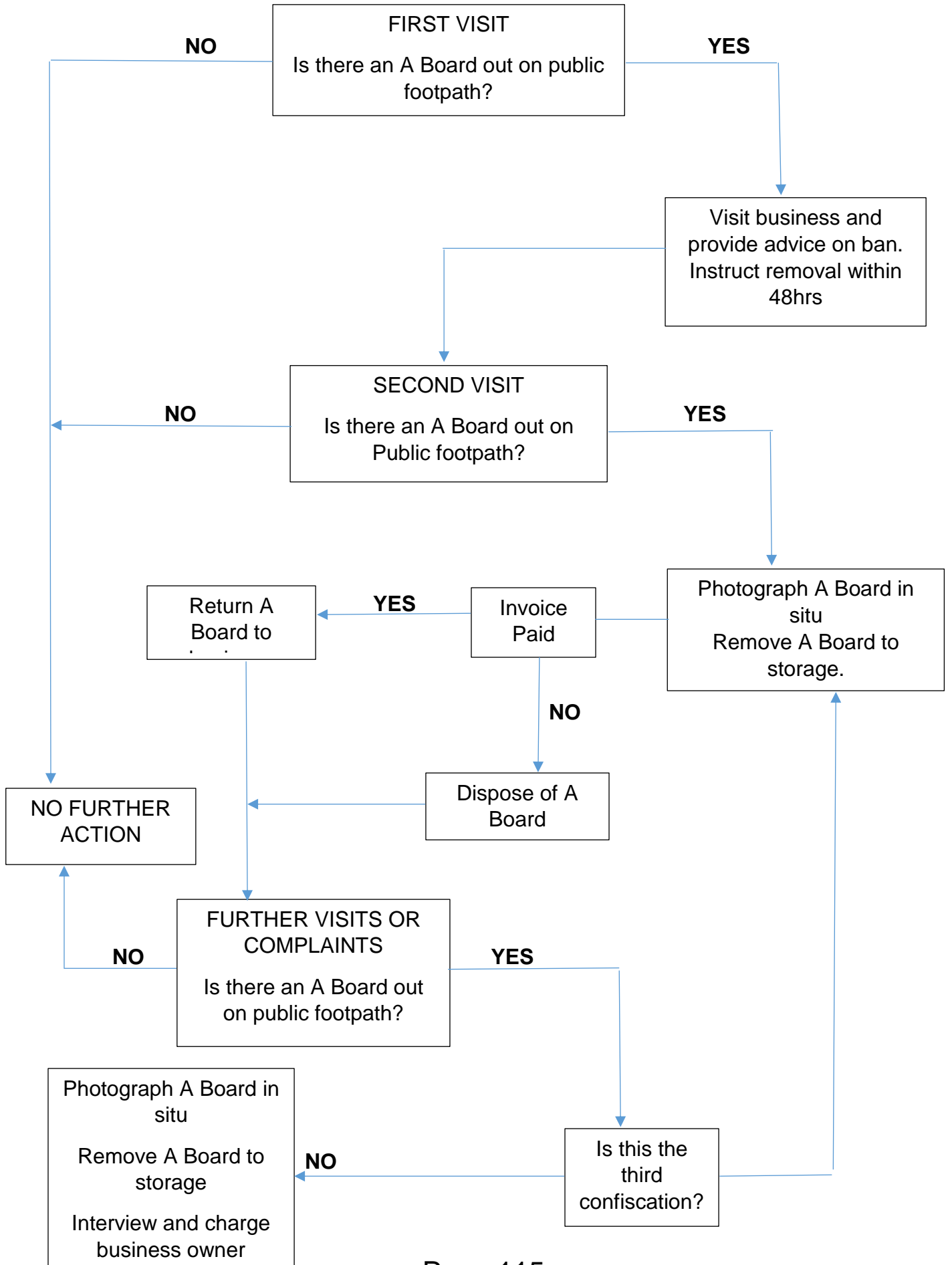


St John's Road



South Bridge

APPENDIX 3 – ENFORCEMENT PROCESS



This page is intentionally left blank

Transport and Environment Committee

10.00am, Thursday, 5 December 2019

Progress Update on Edinburgh St James' GAM Works

Executive/routine	Executive
Wards	11 – City Centre
Council Commitments	19, 22, 27

1. Recommendations

- 1.1 It is recommended that Committee:
- 1.1.1 Notes the progress made with the Growth Accelerator Model (GAM) Works.
 - 1.1.2 Notes that the design variation to Picardy Place as endorsed by Committee has been successfully integrated into the GAM contract including the reinstatement of Paolozzi sculptures and the Leith Central Station stones.
 - 1.1.3 Notes that the Picardy Place Central Island will be used as a compound to support the Tram Project's implementation, consequently only temporary footpaths and cycleways will be provided to link up with the new routes through Picardy Place.
 - 1.1.4 Agrees the need for further public engagement on the public realm enhancement opportunities on the Central Island and that this should proceed in Quarter 1 2020.
 - 1.1.5 Agrees that a report be brought back to Committee providing the results of the consultation exercise and seeking approval to proceed with a preferred option for the Central Island.

Paul Lawrence

Executive Director of Place

Contact: David Cooper, Senior Manager - Commercial Development and Investment

E-mail: david.cooper@edinburgh.gov.uk | Tel: 0131 529 6233

Progress Update on Edinburgh St James' GAM Works

2. Executive Summary

- 2.1 This report provides an update on the progress made with Growth Accelerator Works (GAM) being taken forward alongside the development of the new Edinburgh St James centre. A specific focus is provided on the redevelopment of Picardy Place.
- 2.2 The development of the revised design proposals for Picardy Place were endorsed by the Transport and Environment Committee on [25 January 2018](#). An additional £1.5 million budget was agreed at Council on [1 February 2018](#) in order to pay for the increased scope of works. Subsequently a contract variation to the GAM agreement was successfully concluded with Nuveen (the Developer) in September 2018.
- 2.3 In October 2018, construction of the revised design commenced. Work is now well underway and, with the exception of the Central Island in Picardy Place, will be substantially completed by the end of 2019. All the other GAM works will be completed in advance of the centre opening in October 2020, as originally scheduled. The project remains on track in terms of overall programme and is contained within the agreed budget.
- 2.4 The finalisation of the design and construction programme has been co-ordinated with the Tram project which was approved in March 2019. The scope and programme of the Picardy Place works has been specified accordingly: the objective being to minimise cost, disruption and environmental impacts while ensuring that there are opportunities for further public consultation in relation to the Central Island where the final design is not yet established.
- 2.5 The Tram Project contract was awarded on the 9 October 2019 with the works scheduled to be completed and commissioned, with Picardy Tram stop operational, by Spring 2023. With these programme constraints now understood, the endorsement of the Transport and Environmental Committee is sought as to the proposed options and process for the proposed public engagement on the final design and use of the Central Island space.

- 2.6 Picardy Place will be handed back to the Council with the other GAM Works in October 2020 assuming all works are satisfactorily completed, and the centre remains on programme for the planned opening date. In advance of this milestone a design solution for the Central Island will be developed which complements the public transport and active travel arrangements that are currently being delivered. This paper seeks endorsement of the potential hard and soft landscaping options prior to further public engagement commencing in Quarter 1 2020.
- 2.7 Based on the current Tram Project programme, works to Picardy Place will commence in Spring 2021 with the tram contractor using the Central Island as a compound during construction. In the intervening period officers will explore the possibility of meanwhile uses and trialling of the use of the space prior to finalising the design. Temporary footpaths and cycleways around the Central Island will be provided to link up the new routes through Picardy Place, which can be adapted subsequently to accommodate the Tram Project's sequencing.
- 2.8 Council officers will report back on the outcomes of the consultation exercise and will prepare plans for delivery of the Central Island to coincide with the completion of the tram works in this area.

3. Background

- 3.1 On 4 June 2009, the Council approved planning permission in principle (08/03361/OUT) for the redevelopment, refurbishment and demolition works to provide a major mixed-use scheme on the site of the existing St James Centre.
- 3.2 On the 19 November 2015 and 10 March 2016, in reports to Council, the Chief Executive was authorised to enter into the GAM Agreement. On 14 June 2016, the GAM was signed on behalf of the Council and on 21 June 2016, the GAM was signed on behalf of the developer of the centre.
- 3.3 The works to be delivered by the Developer under the GAM (GAM Works) are:
- 3.3.1 Public realm and infrastructure improvements at James Craig Walk;
 - 3.3.2 Accessibility and permeability improvements around the New St James Centre (Leith Street, Elder Street and York Place);
 - 3.3.3 Public realm and tram proofing works at Picardy Place;
 - 3.3.4 A multi-modal transport interchange at the junction of Leith Walk, Leith Street and York Place (Picardy Place junction); and
 - 3.3.5 The Energy Centre (to be constructed in the New St James Centre for the purposes of providing electricity to the grid and hot water and chilled water to the New St James Centre and also to allow for external connections).
- 3.4 A Grant Offer letter from the Scottish Government provides a payment mechanism to the Council for the cost of these works provided certain targets are met. The GAM Targets are:

- 3.4.1 GAM Target 1 – Economic growth from the Retail and Leisure element, measured by growth in the rateable value of the New St James Centre when compared to the previous rateable value of the St James Centre. This target relates to 55% of the annual grant;
 - 3.4.2 GAM Target 2 – Economic growth in the surrounding area, defined as growth in Edinburgh postcodes EH1, EH2, EH7 and EH8 (excluding the centre), measured by growth in the non-domestic property tax base. This target relates to 25% of the annual grant; and
 - 3.4.3 GAM Target 3 - Employment and training targets to support the long term unemployed and the harder to reach groups and areas. This target relates to 20% of the annual grant.
- 3.5 The Scottish Government maximum contribution based on achieving all three GAM Targets is £4.27 million per annum. This grant, along with contributions from the developer, will allow for a maximum capital cost of £61.4 million (and borrowing costs) to be met by the Council.
- 3.6 The GAM Targets will be measured over three years initially from 2020 and this will be extended by a further three years if the targets are not fully met. The Government's contribution is also linked to a proportional percentage performance against targets. So, for instance, if 80% of the respective targets are achieved, the Scottish Government will only provide for 80% of its contribution.
- 3.7 The risk of not meeting the above targets sits with the Council. However, should the Council be unable to achieve these targets because of unprecedented market changes, the Grant Offer provides for a renegotiation of the agreed deadlines. This gives the Council every opportunity to realise full funding costs over the life of the project.
- 3.8 The necessary pre-conditions of the GAM agreement were satisfied on the 14 October 2016. As of this date it became a live contract with work commencing on 16 October 2016. Since this time work has been underway to deliver the provisions of this agreement.
- 3.9 On 25 January 2018, the Transport and Environment Committee endorsed revised design proposals for the redevelopment of Picardy Place. The revised design took into account feedback on the prior proposals received from elected members, stakeholders, and members of the public during Quarter 4 2017. The revised design sought to improve the layout for pedestrians, cyclists, and public transport by:
- 3.9.1 increasing footway widths;
 - 3.9.2 improving linkages with existing and proposed cycle routes;
 - 3.9.3 reducing the size of the Central Island space; and
 - 3.9.4 improving the public realm provision outside St Mary's Cathedral and on the island site.

- 3.10 On [1 February 2018](#), the City of Edinburgh Council ('the Council') considered a report on the requirement for £1.5m of additional expenditure to revisit the scope of the junction improvements works at Picardy Place as originally provided in the GAM. The Council approved a realignment of the carriageway and footways capital budget to meet these additional costs.

4. Main report

GAM Works Progress

- 4.1 The GAM Works programme remains on target to complete all works prior to the opening of the centre in October 2020. The completion dates for the various elements are as follows:

4.1.1 Leith Street, Omni Frontage, Picardy Place Frontage and Cathedral Lane – Substantially complete.

4.1.2 Picardy Junction and Elder Street (South section) – January 2020.

4.1.3 Cathedral Frontage and St James Place (East section) – January 2020.

4.1.4 Energy Centre – April 2020.

4.1.5 St James Place (West section), Elder Street (South section) and James Craig Walk – July 2020.

4.1.6 Register Square – August 2020.

4.1.7 St James Square – October 2020.

- 4.2 Further detail on progress with specific issues that Committee has previously considered is provided below.

Picardy Place

- 4.3 The revised design proposals endorsed on 25 January 2018 were developed to concept stage in April 2018 (see Appendix 1). The scope and programme of works have been specified to minimise disruption, cost, and environmental impacts while maximising opportunities for further public engagement concerning the design on key elements of the junction as set out below.
- 4.4 Following additional liaison with relevant stakeholders, the design proposals have been refined to address traffic technical performance requirements and safety concerns raised during the stage two safety audit as well as to incorporate contingency measures to mitigate against buses queuing on Picardy Place.
- 4.5 The provision of setts in the carriageway in front of St Mary's Cathedral proposed in January 2018, while desirable from a visual integration perspective, were identified as a sub-optimal arrangement through a road safety audit and as a result the setted area has been reduced in size. The design principle has been retained by linking the public realm areas with using setts in pedestrian crossings, within the layby and carriageway lane separation (see Appendix 2).

- 4.6 The refined designs incorporate enhanced public realm in appropriate locations where no further changes are anticipated, and more temporary solutions are being adopted where these works will be disrupted by enabling works to facilitate the phased construction of the Tram Project.
- 4.7 A variation to the GAM Agreement to reflect the revised designs for Picardy Place as set out above was executed by the Council on 28 September 2018. The costs of this variation to the Council are within the £1.5m envelope approved by the City of Edinburgh Council on 1 February 2018.
- 4.8 The variation was agreed with the Developer to allow work on the carriageways, cycleways, and footpaths to proceed. The scope of the works is outlined in Appendices 4 and 5 below. The Developer has accepted that the finishes to the site are notional as the final design of this space will be shaped by the outcome of the public engagement and supporting business case.
- 4.9 Work to deliver the revised designs commenced in October 2018 with substantial completion scheduled in January 2020, with the exception of the Central Island which is currently on hold for reasons set out below.

Tram Works Proofing Area (TWPA)

- 4.10 In liaison with the Tram Team and the Developer the scope and the responsibility for the delivery of a utility and obstruction free zone within the TWPA has been developed with the objective of minimising the potential cost and programme impact to the Council and provide a clean interface between the two projects.
- 4.11 The Developer is now in possession of the full survey information enabling them to provide a formal summary report, including cost implications for verifying the precise location of live utilities and terminating the redundant service runs in TWPA in Picardy Place. This will be finalised once the Developer confirms their cost for adapting the drainage on York Place, which sits in the TWPA. The Council is actively pursuing this as this will enable the Developer to confirm that the utility diversion allowances within GAM Agreement will cover these costs.
- 4.12 During the last two years the GAM and Tram teams have co-ordinated the integration of the design of both projects. On receipt of the Developer's report a joint session with the Tram Team and GAM Team will be convened to review its content in order that a clean handover of the TWPA can be made to the Tram Team on completion of the Picardy Place GAM works. The objective of this session will develop an overall cost-effective outcome for the Council which provides a clear demarcation between the GAM and the Tram Project.

Roads Orders

- 4.13 The new Traffic Regulation Order (TRO) for Picardy Place was advertised between 26 November and 17 December 2018. Two objections were received, following technical review the recommendation was that both objections should be set aside. This report was presented to Transport and Environment Committee on the [20 June 2019](#) and the members endorsed recommendation. The order is now being

processed with the intention of it becoming fully effective as the Picardy Place GAM works are completed.

- 4.14 In relation to the Redetermination Order for Leith Street, which Committee previously agreed, the Reporter has now completed the case review. This detailed exercise required a detailed submission of Council's justification for the layout changes required to incorporate the cycleways and widened footpaths and Council's responses to the formal objections to the Order.
- 4.15 The Reporter concluded a hearing was not required. Confirmation is awaited from the Reporter as to when their recommendation will be submitted to the Scottish Ministers for their consideration and decision. This process is expected to be concluded in early 2020.
- 4.16 Based on legal advice, the cycleway running up in front of the Playhouse and the Omni Centre will remain closed until the Scottish Ministers' decision is received.

Paolozzi Sculptures

- 4.17 The Paolozzi Sculptures and the Leith Central Station Stones were originally to be moved into storage during the construction period and moved back once the works were complete. The Hillside Crescent Gardens Residents Association approached the Council and suggested that they be kept on display and moved to the Hillside Crescent Gardens. Following discussions with the local residents and ward members, the sculptures and the stones were moved there in April 2018 on a temporary basis.
- 4.18 The Council engaged with key stakeholders (including ward councillors and local residents) on 24 September 2018 to discuss the permanent location of the Paolozzi sculptures and the Leith Central Station stones. The consensus was that these should be reincorporated into the enlarged forecourt in front of St Mary's Cathedral without impeding access to the Cathedral steps. The positioning was further endorsed during the preliminary consultation on the future use of Picardy Place which took place on 25 October 2018 and 15 November 2018.
- 4.19 On the 21 March 2019, the detailed location of the Paolozzi Sculptures was discussed with Sir Tom Farmer, who gifted the sculptures to the city, and the Paolozzi Foundation. Their locations were influenced by the physical constraints of the site and the proximity of St Mary's Cathedral steps (refer to Appendix 2 and 3 below).
- 4.20 The Paolozzi Sculptures and the Leith Central Station Stones are due to be returned to Picardy Place in January 2020. This decision was taken under delegated authority in consultation with the Convener and Vice Convener.
- 4.21 Officers have contacted the Hillside Crescent Residents Association to discuss the potential for further art installations in Hillside Crescent Gardens.

Picardy Place Central Island – Options and Consultation

- 4.22 Following the Transport and Environment Committee on the 25 January 2018 OPEN were commissioned by the Council to prepare a design concept for Public Place public realm in Picardy Place. In preparing their 'Picardy Place Stage 3 Report' OPEN liaised with the Council, SWECO and key stakeholders and this document provided the content for the preliminary public engagement which took place in Quarter 3 and Quarter 4 2018.
- 4.23 The OPEN design concept was to introduce trees, relocate the Sherlock Holmes statue and provide a pavilion building, and to introduce stone bench seating recognising the falls across the area.
- 4.24 While there was some support for OPEN's proposals, the feedback from the preliminary public engagement promoted alternative solutions, such as:
- 4.24.1 paved concourse: some expressed an opinion that once the tram stop opens that the Site will purely become a space which people will pass through, not dwelling so opposed the introduction of a building; and
- 4.24.2 flexible covered space: others while supporting the general concept of providing trees and seating were suggesting a covered but open structure enabling events to be held on the site (e.g. markets, promotional events).
- 4.25 In these sessions, with the Tram Project awaiting approval, the concept was raised as to whether an interim solution for space should be considered, minimising abortive expenditure arising from the tram stop construction. The additional benefit of this approach would be the opportunity to establish whether there is a community or commercial demand to use the space being created.
- 4.26 The various concepts are summarised in the short presentation given to City Centre Neighbour Partnership on 13 March 2019 which is Appendix 6.
- 4.27 The outcome of this was a request to explore both an interim and long-term solution for the Site, recognising the latter could not be implemented until new tram stop is completed. The Neighbourhood Partnership requested that the next stage of engagement should commence with a general update to the various stakeholders, explaining the impact of the Tram Project on both the interim and long-term solutions for the Site.
- 4.28 In the case on the interim uses of the Central Island, the Tram Project has a contractual right to use the site for material storage and will require working space to construct the tram stop. Dialogue with the Developer and the Tram Team is currently ongoing to establish a phasing plan to communicate the transition stages from the current date until the opening of the tram stop in Spring 2023. The intention being to present this plan at the Developer's Neighbourhood Information Forum (NIF) as soon as available.
- 4.29 The output from this exercise will also be used to inform the public consultation exercise on the future design and use of the Central Island. Once consensus on a preferred design has been reached a business case for the investment will be

prepared and financial approval sought. An indicative timeline for this process and subsequent delivery is provided in Appendix 7.

5. Next Steps

- 5.1 The next steps are to:
 - 5.1.1 prepare an interim plan for the Central Island between the Developer completing their works in Quarter 4 2019 and the Tram Team taking possession in Spring 2021;
 - 5.1.2 develop potential long-term options for the Central Island based on the concepts outlined above;
 - 5.1.3 hold a public engagement session with all the relevant stakeholders, including the local communities and businesses, in Quarter 1 2020;
 - 5.1.4 prepare a business case to justify the capital expenditure on the proposals for the Site; and
 - 5.1.5 bring forward to the Transport and Environment Committee in Quarter 3 2020 the preferred design concept for the Central Island including the business case and delivery programme for approval prior to financial approval being sought.

6. Financial impact

- 6.1 The cost uplift of £1.5m associated with the revised Picardy Place design is being funded through realignment of the existing carriageway and footways capital budget for 2020/21. The variation to the design agreed with the developer is deliverable within this budget.
- 6.2 The costs of consultation and business case development will be met within agreed budgets.

7. Stakeholder/Community Impact

- 7.1 Stakeholder engagement activities took place in September and through November and December 2017 to obtain feedback on the detailed designs for Picardy Place.
- 7.2 Additional engagement with stakeholders was carried out on 24 September 2018, 25 October 2018, and 15 November 2018.
- 7.3 Public consultation was ongoing from February to April 2019 on the design of the central island site.
- 7.4 Two objections have been received to the Traffic Regulation Order for Picardy Place. Work is underway to ascertain whether the issues underpinning the objection can be satisfactorily resolved.

3

- 7.5 The contractor has held Neighbourhood Information Forums (NIFs) throughout the project.
- 7.6 Consultation with the Council's Access Panel has taken place in relation to permanent designs and roads orders.

8. Background reading/external references

- 8.1 "Redevelopment of Picardy Place" – report to the Transport and Environment Committee, 25 January 2018 (appendices one to three) (appendices four to six).
- 8.2 "Edinburgh St James GAM - Update on Progress and Approval of New Financial Limit" – report to the City of Edinburgh Council, 1 February 2018.

9. Appendices

Appendix 1 – Picardy Place Design Concept – April 2018

Appendix 2 – Detail Design of the Cathedral Frontage

Appendix 3 – Perspective of the Paolozzi Sculptures

Appendix 4 - Picardy Place Design included in GAM Variation (plan one of two)

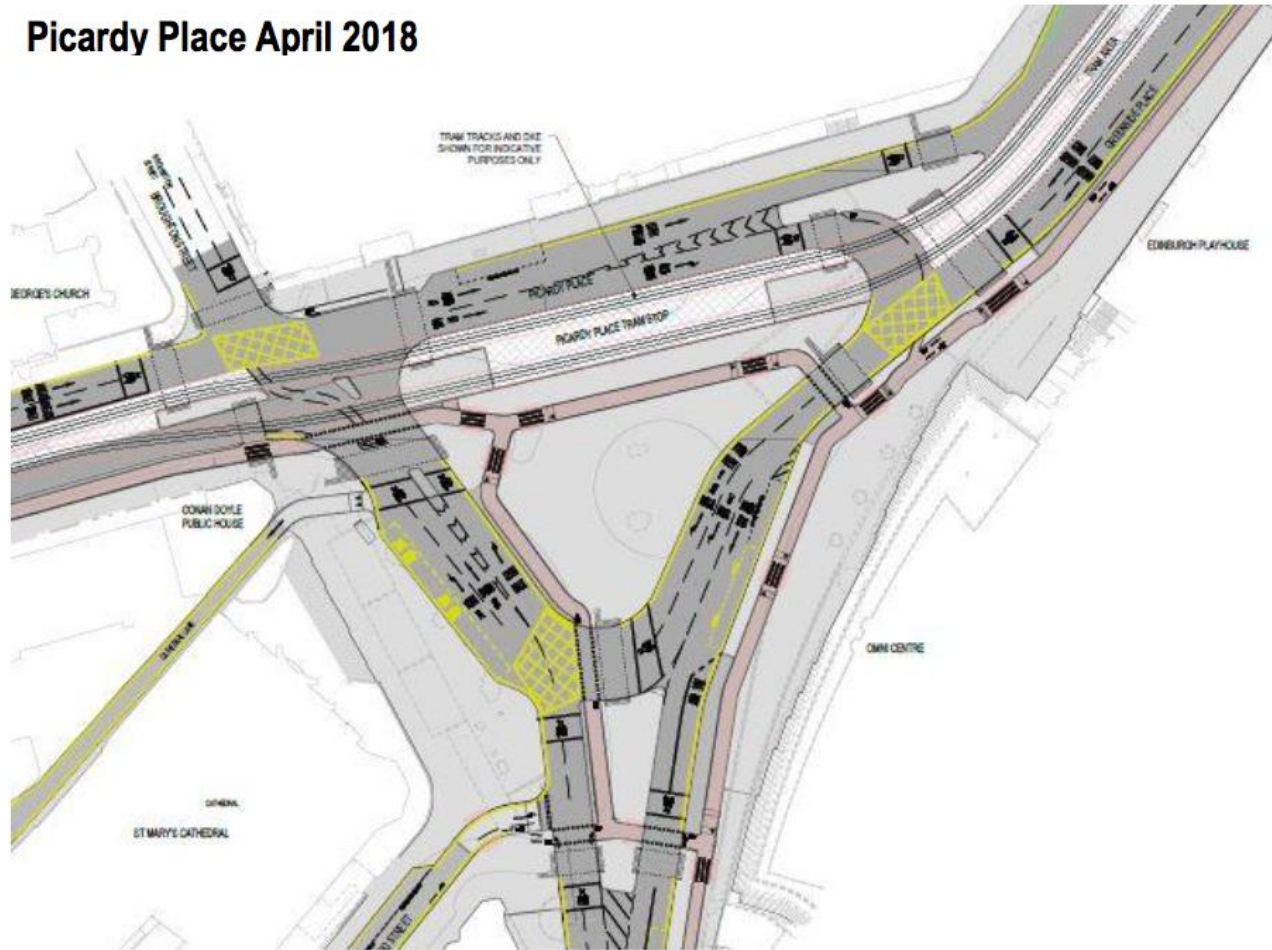
Appendix 5 – Picardy Place Design included in GAM Variation (plan two of two)

Appendix 6 - City Centre Neighbour Partnership Presentation on 13 March 2019

Appendix 7 – Central Island Site Timeline

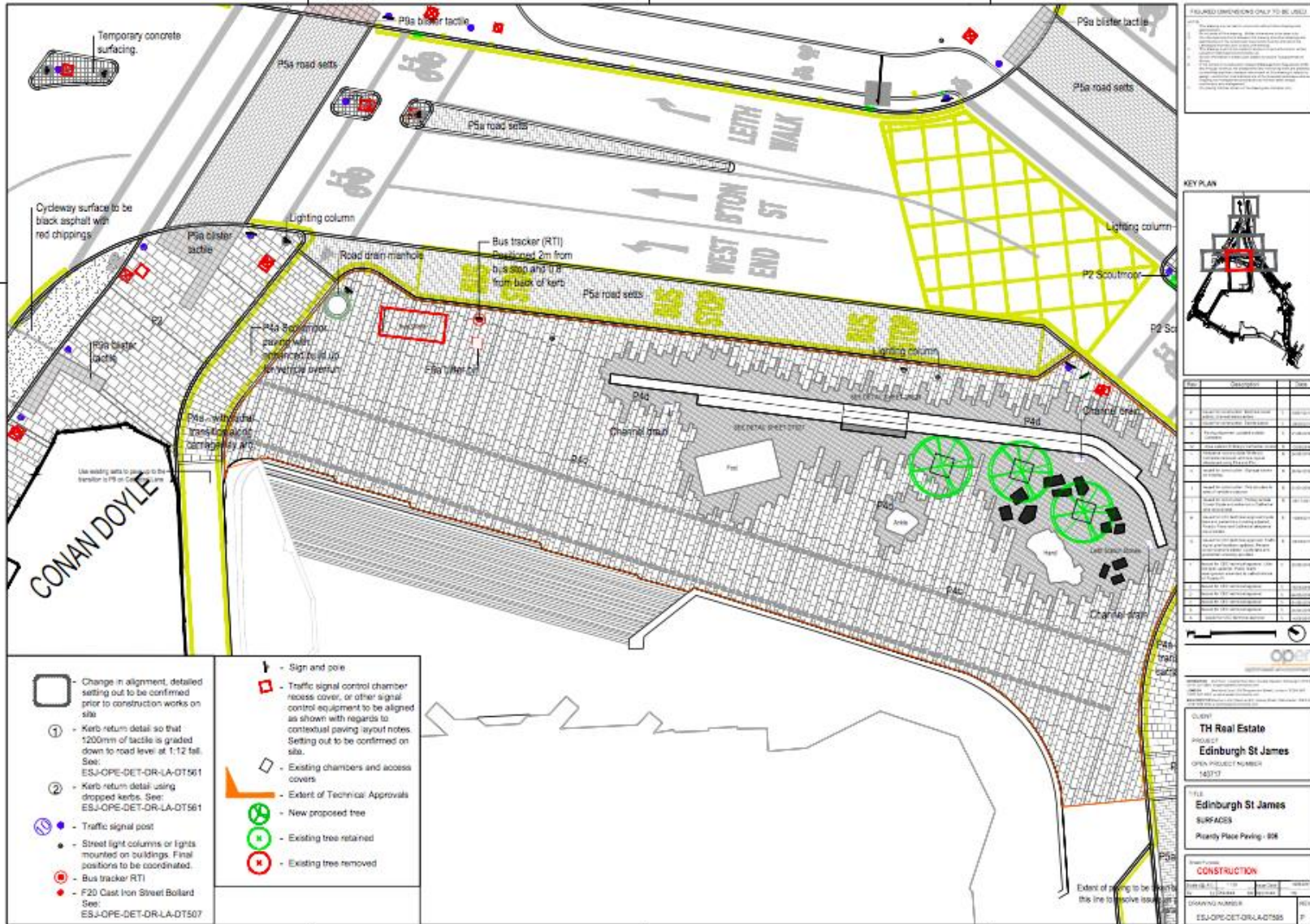
Appendix 1 – Picardy Place Design Concept

Picardy Place April 2018



Appendix 2 – Detail Design of the Cathedral Frontage

Page 128



Appendix 3 – Perspective of the Paolozzi Sculptures



Appendix 4 – Picardy Place Design included in GAM Variation (plan one of two)

Page 130

Legend:

- Change in alignment, detailed setting out to be confirmed prior to construction works on site
- ① - Kerb return detail so that 1200mm of tactile is graded down to road level at 1:12 fall. See: ESJ-0PE-DET-DR-LA-DT561
- ② - Kerb return detail using dropped kerbs. See: ESJ-0PE-DET-DR-LA-DT561
- 10 • - Traffic signal post
- - Street light columns or lights mounted on buildings. Final positions to be coordinated.
- - Bus tracker RTI
- - F20 Cast Iron Street Bollard See: ESJ-0PE-DET-DR-LA-DT507
- - Traffic signal control chamber recess cover, or other signal control equipment to be aligned as shown with regards to contextual paving layout notes. Setting out to be confirmed on site.
- ◊ - Existing chambers and access covers
- Extent of Technical Approvals

KEY PLAN

2

Rev	Description	Date

open
open architecture

Client: **TH Real Estate**
 Project: **Edinburgh St James**
 Spec. Project Manager: **140717**

Title: **Picardy Place**
 GAM Change Order Oct 2016
 Sheet 01

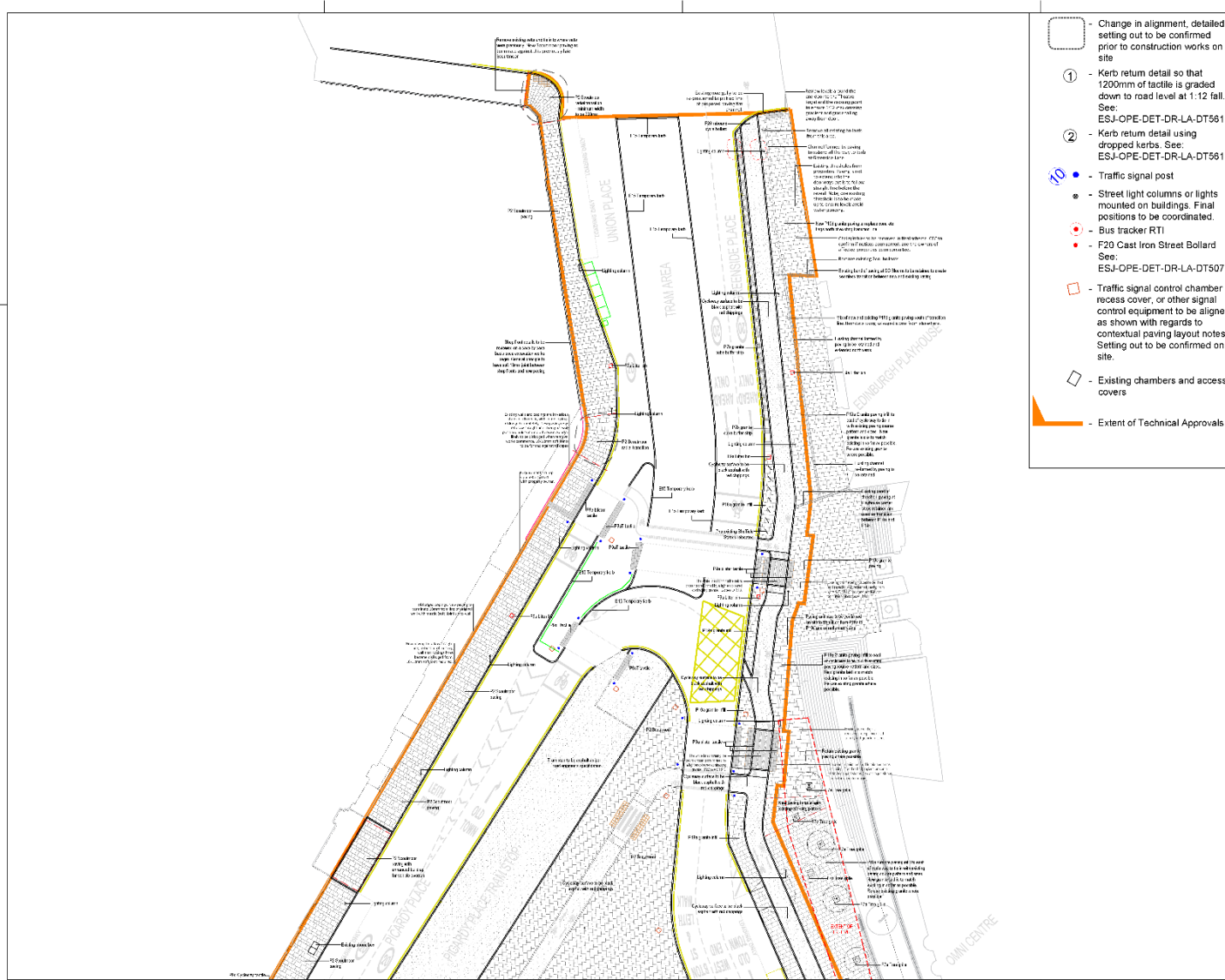
Sheet Purpose: **FOR INFORMATION**

Drawn: [Name] | Date: [Date] | Scale: [Scale] | DWG: [DWG File Name]

Checked: [Name] | Date: [Date] | Scale: [Scale] | DWG: [DWG File Name]

ESJ-0PE-XX-SK005

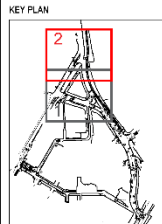
Appendix 5 – Picardy Place Design included in GAM Variation (plan two of two)



- Change in alignment, detailed setting out to be confirmed prior to construction works on site
- ① - Kerb return detail so that 1200mm of tactile is graded down to road level at 1:12 fall. See: ESJ-OPE-DET-DR-LA-DT581
- ② - Kerb return detail using dropped kerbs. See: ESJ-OPE-DET-DR-LA-DT561
- - Traffic signal post
- - Street light columns or lights mounted on buildings. Final positions to be coordinated.
- - Bus tracker RTI
- - F20 Cast Iron Street Bollard See: ESJ-OPE-DET-DR-LA-DT507
- - Traffic signal control chamber recess cover, or other signal control equipment to be aligned as shown with regards to contextual paving layout notes. Setting out to be confirmed on site.
- ◊ - Existing chambers and access covers
- - Extent of Technical Approvals

FIGURED DIMENSIONS ONLY TO BE USED

The following dimensions apply to all drawings of this project. All dimensions are in millimeters unless otherwise stated. All dimensions are to the center of the line unless otherwise stated. All dimensions are to be used for construction purposes only. All dimensions are subject to change without notice. All dimensions are subject to the latest revision of the specification.



Type	Description	Date

commercial environments

TH Real Estate
 PROJECT
Edinburgh St James
 OPEN PROJECT NUMBER
 148717

TITLE
Picardy Place
 GAM CHANGE ORDER OCT 2018
 SHEET 02

FOR INFORMATION

DATE	BY	APPROVED BY	DATE



Picardy Place

City Centre Neighbourhood Partnership - 13 March 2019

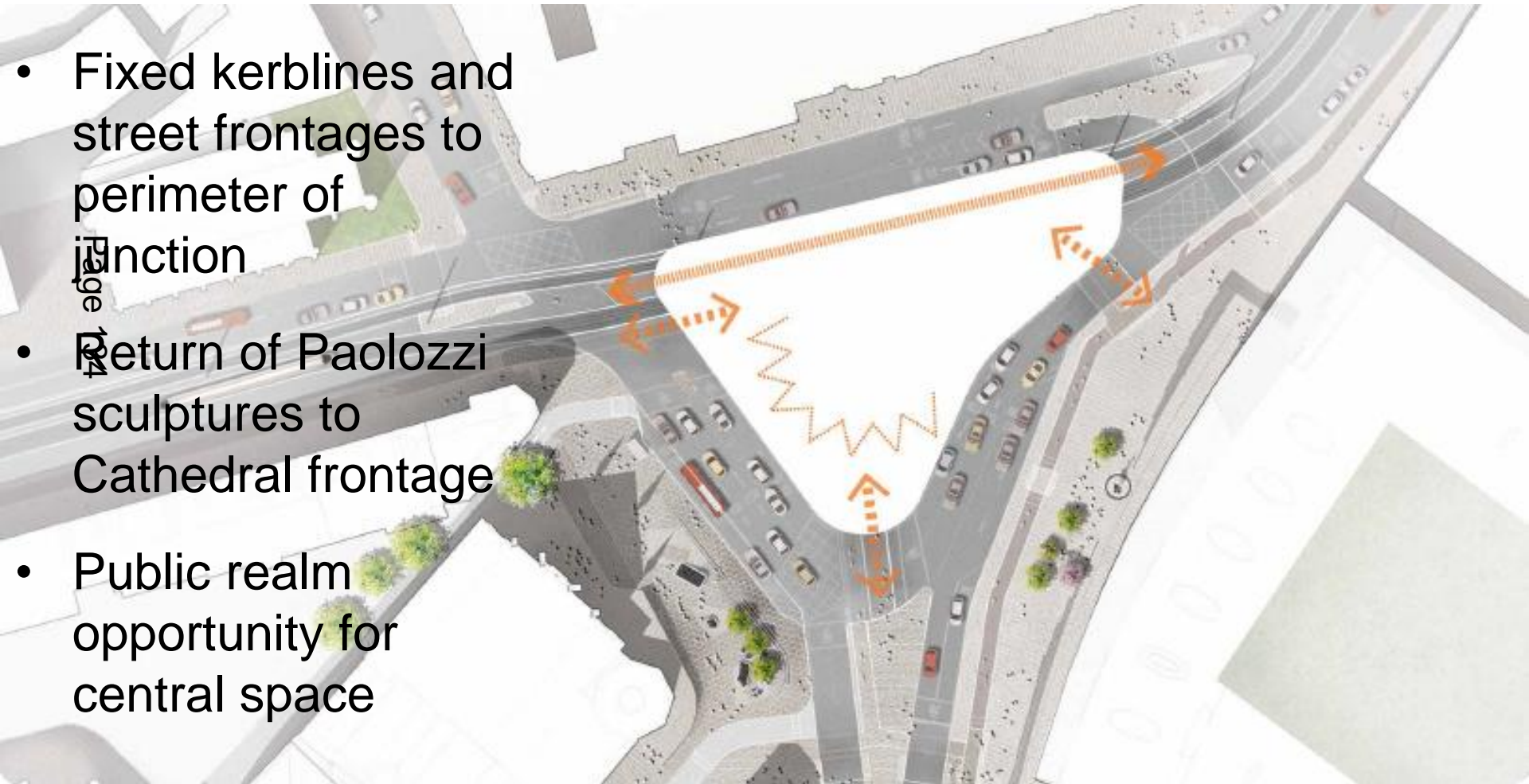
Jan 2018 Transport and Environment Committee - recommendations

- Improve setting, public realm and access for weddings and funerals to east of St Mary's Cathedral;
- Page 133 Widen public realm at Omni Centre, integrate cycleway and taxi access;
- Provision of segregated pedestrian and cycle routes, including CCWEL; and
- Reduction in extent of central space.



Overall masterplan

- Fixed kerblines and street frontages to perimeter of junction
- Return of Paolozzi sculptures to Cathedral frontage
- Public realm opportunity for central space

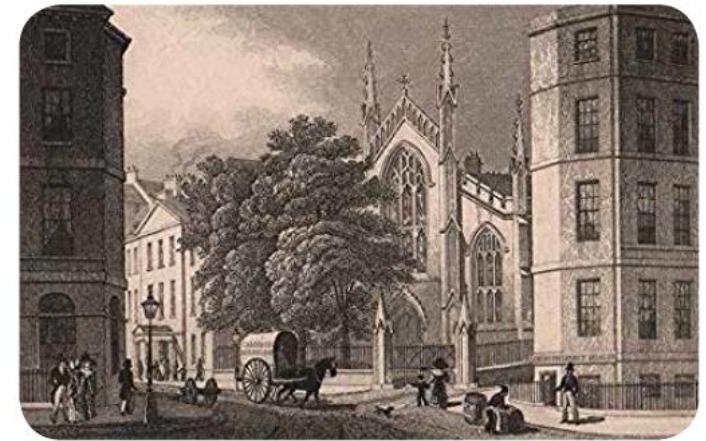


Central space – design considerations



- Interchange
- Space to dwell
- Townscape

Page 135

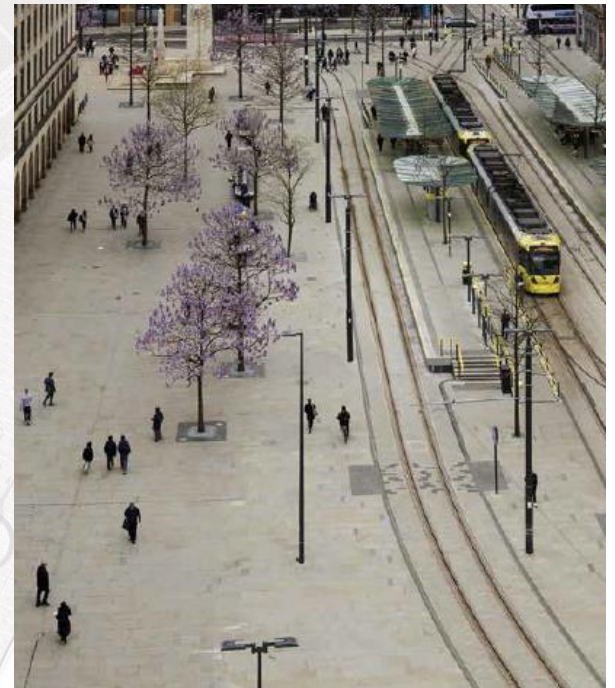


Paved concourse

- High quality sandstone finish
- Focus on movement through the space



Page 136



Treed public space + structure

- High quality sandstone and street trees
- Focus on movement and space to dwell
- Built structure to define and animate space

Page 137



Other structures

Page 138



- Sculptural canopy
- Pop-up kiosks

Intermediate options

- Temporary self-binding gravel and asphalt footway and cycleway



Page 139

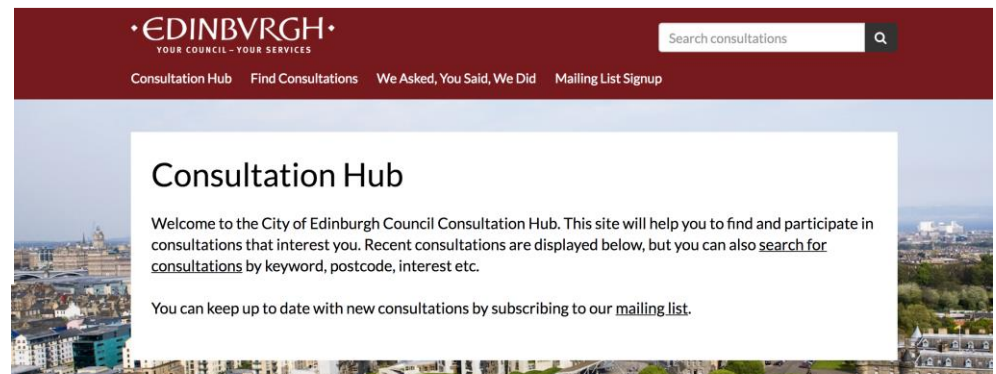
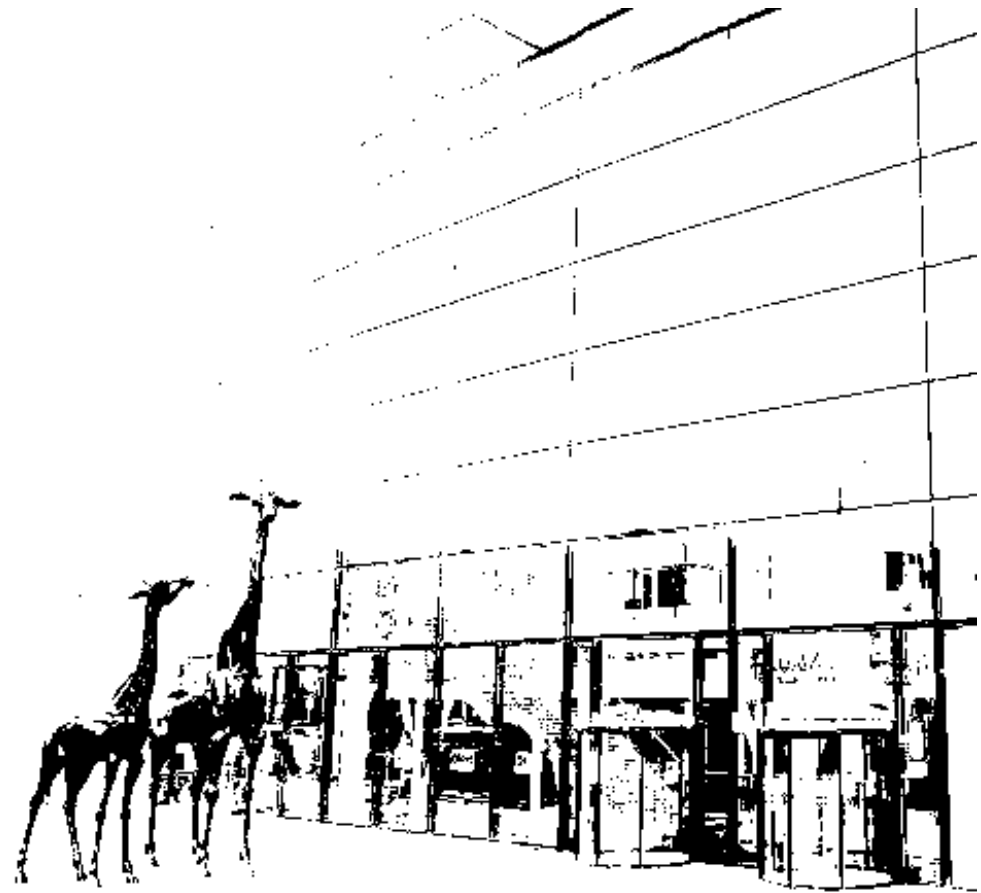


- Temporary art motif applied to asphalt

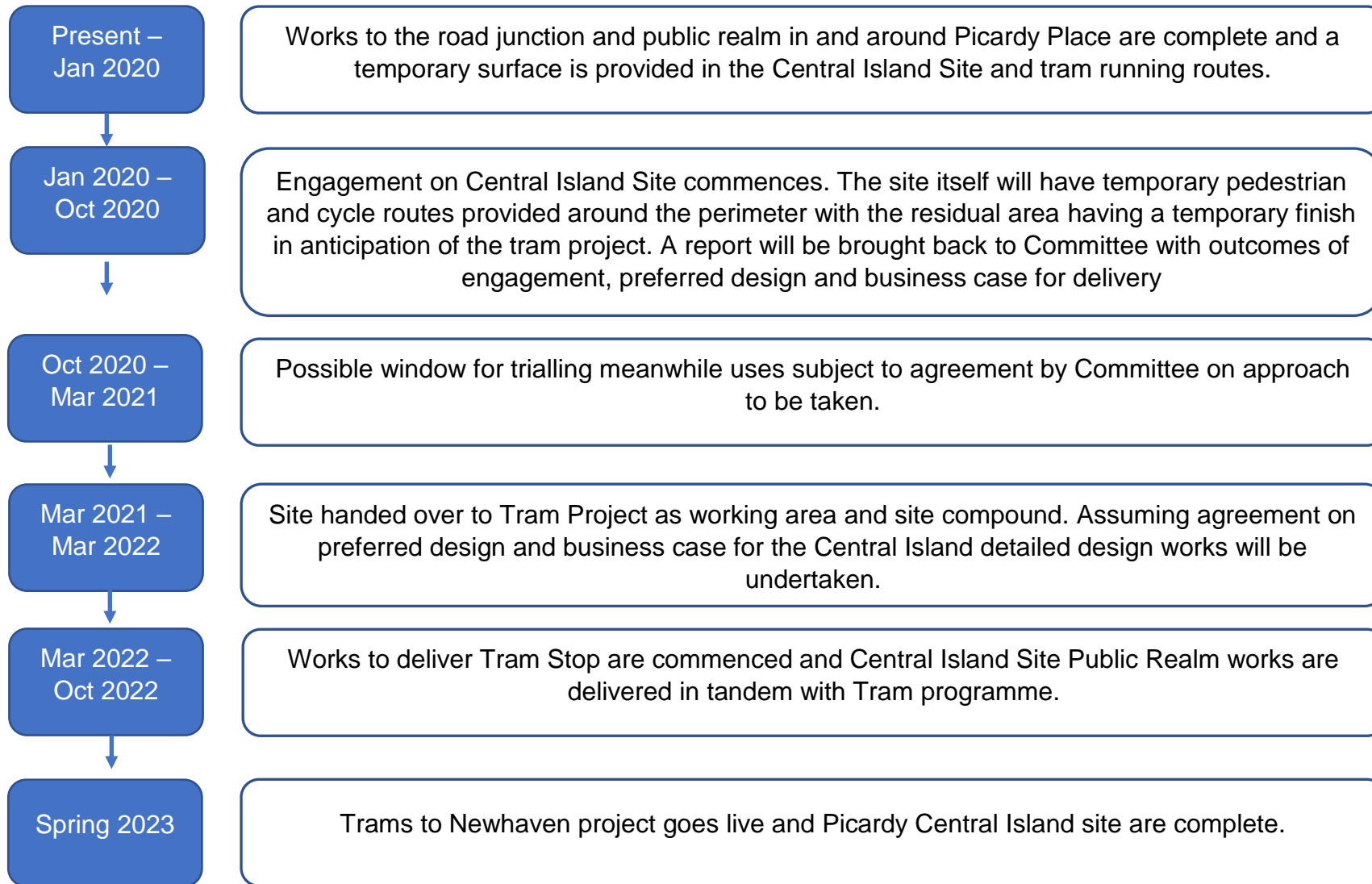
Next steps

- Outcome of Tram to Newhaven
- **Omni Centre exhibition**
- **Online survey**
- **Public workshop**
- **Report recommendations**
- Intermediate use
- Permanent design

Page 140



Appendix 7 – Central Island Timeline (Indicative)



This page is intentionally left blank

Transport and Environment Committee

10.00am, Thursday, 5 December 2019

Decriminalised Traffic and Parking Enforcement (Update)

Executive/routine Wards Council Commitments	Executive All 18 and 19
--	--------------------------------

1. Recommendations

- 1.1 It is recommended that Committee:
 - 1.1.1 notes the improvements made for members of the public to report instances of incorrect parking;
 - 1.1.2 approves the inclusion of persistent offenders in the revised Removal Priorities List;
 - 1.1.3 approves clamping vehicles with 10 or more outstanding parking tickets;
 - 1.1.4 approves the introduction of bus lane cameras on Princes Street as a bus only street; and
 - 1.1.5 notes the Annual Parking report.

Paul Lawrence

Executive Director of Place

Contact: Ewan Kennedy, Transport Network Manager

E-mail: ewan.kennedy@edinburgh.gov.uk | Tel: 0131 469 3575

Decriminalised Traffic and Parking Enforcement (Update)

2. Executive Summary

- 2.1 In response to the Decriminalised Traffic and Parking Enforcement Update report approved by Committee on [6 December 2018](#), Committee agreed to receive an annual report updating on progress in improving parking enforcement.
- 2.2 This report updates Committee on recent improvements and ongoing work to enhance enforcement activities in Edinburgh. An Annual Parking Report, providing parking statistics for the last financial year and contractor performance data for the latest contract year, is also attached as an Appendix to this report.

3. Background

- 3.1 Decriminalised Parking Enforcement (DPE) has operated in Edinburgh since 1998. Since that time, the Council has been responsible for the enforcement of the majority of parking restrictions, including all yellow lines.
- 3.2 DPE has always been carried out by an enforcement contractor using Parking Attendants (PAs). The current contract for Decriminalised Traffic and Parking Enforcement in Edinburgh was awarded to NSL Limited (NSL).
- 3.3 On 6 December 2018, the Committee agreed to receive an annual report detailing progress on improving parking enforcement.
- 3.4 The specific areas of interest referenced in the Committee decision from December 2018 that are covered in this report are:
 - 3.4.1 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;
 - 3.4.2 to note that a new removal priority would be created for vehicles classed as Persistent Offenders; and
 - 3.4.3 to agree to receive an annual report updating on progress in improving parking enforcement.

4. Main report

- 4.1 Since the last report to Committee in December 2018, Parking Operations have continued working to improve parking enforcement activities across Edinburgh, with a particular focus on the areas raised by Committee. This report considers these matters further and updates Committee on progress.

Improving Response Times

- 4.2 In addition to improved monitoring of social media channels and closer working with the Council's social media team, an online form was created and made available on the Council's website to make it easier for members of the public to report incorrectly parked vehicles. This form can be accessed by customers 24 hours a day and details of incorrectly parked vehicles are automatically emailed directly to NSL.
- 4.3 All enforcement requests are received and considered by NSL, who monitor this mailbox throughout the day. NSL will review the request and allocate priorities based on set criteria, as agreed with the Council. This direct link, whereby requests are sent directly to NSL rather than routed through Council Officers, significantly reduces delays to response times.
- 4.4 Prior to the introduction of the online form in May 2019, approximately 100 requests for enforcement were received each month within the Parking Services team. Since the new reporting form went live in July 2019, the number of requests received has increased significantly:

Month - 2019	Requests
May	168
June	161
July	363
August	469
September	410
October	568

- 4.5 This demonstrates that the online form has successfully helped customers to report parking problems directly to our enforcement contractor for action to be taken.
- 4.6 Unfortunately, Parking Attendants cannot enforce or act in response to every report of inconsiderate parking received. A vehicle must be observed by the Attendant parking incorrectly at the time, as retrospective action is not permitted by law and we are unable to act when a vehicle has moved on.
- 4.7 In addition, several requests were for streets outside of Edinburgh, where there are no parking controls, for private land, for vehicles without vehicle excise duty (road tax) or where it could be established that the vehicle was parked correctly.
- 4.8 The information received by NSL is also being used to identify trends and inform decisions regarding parking attendant deployment. Improvements to the website and the online form will continue to be made to make the process as efficient as possible for customers.

Persistent Offenders

- 4.9 Committee raised concerns regarding motorists who persistently receive parking tickets for parking in contravention of the regulations but pay all parking tickets promptly to avoiding further action being taken. These types of drivers are considered to be persistent offenders.
- 4.10 In order to address this problem, the current persistent evader category, which comprised of persistent evaders and high value debtors, has been reviewed and a new persistent offender category has been created.
- 4.11 A persistent evader is a vehicle with five or more parking tickets outstanding at Notice to Owner (£60) stage or beyond, where no correspondence has been received. Vehicles that fall into the persistent evader category are a higher priority for removal and they are not granted the courtesy grace periods given at the start of the day, on yellow lines (when loading is permitted) and in public parking bays.
- 4.12 High value debtors have no address details registered with the DVLA and we are unable to pursue the debt unless address details are obtained through the vehicle removal process. To be classed as a high value debtor the vehicle must have received five or more parking tickets, one of which must have been issued in the last calendar month, which confirms that the vehicle is still being used in Edinburgh.
- 4.13 The new persistent offender category includes vehicles which have incurred 15 or more paid parking tickets in the previous three full calendar months. Persistent offenders have been added to the removal priorities list as a medium priority but would only be removed once in any calendar month.
- 4.14 It is recommended that Committee approve the revised removal priorities list as found in Appendix 1.

Clamping of persistent evaders

- 4.15 The criteria for clamping vehicles have also been reviewed. At present only persistent evader vehicles with 20 or more outstanding parking tickets are eligible to be clamped. It is recommended that this number be reduced to 10 outstanding parking tickets. Clamping persistent evader vehicles helps the Council to identify/clarify vehicle ownership details and pursue outstanding debt, thereby providing a greater deterrent.
- 4.16 The contractual Key Performance Indicator (KPI) for the removal and impound, or clamping, of persistent evaders has also been raised for the new contract year as part this review. This has increased from 19 to 21 vehicles classed as persistent evader that are required to be removed/clamped each month.
- 4.17 It is recommended that Committee approve amending the clamping criteria for persistent evader vehicles to 10 or more outstanding parking tickets.

Camera Enforcement

- 4.18 In England, the Traffic Management Act (TMA) 2004 provides local authorities with limited powers to enforce bus lane and parking restrictions using approved camera devices. However, the TMA does not apply in Scotland.
- 4.19 Under Section 44 of the Transport (Scotland) Act 2001, Scottish Ministers have made regulations that allows this Council to enforce bus lane contraventions using cameras. This is the only traffic offence which the Council can use camera technology to enforce.
- 4.20 The proposed Transport (Scotland) Bill includes provisions which are expected to allow Scottish Councils to use cameras for the enforcement of the prohibitions contained within the Bill, such as; low emissions zones, pavement parking, double parking and dropped footway parking.

Princes Street Bus Lane Cameras

- 4.21 A previous report entitled '[Future Bus Lane Expansion Plans and Bus Lane Camera Enforcement Update](#)' was approved by Committee on 27 October 2015. One of its recommendations regarded the introduction of bus lane camera enforcement on Princes Street.
- 4.22 It was reported at the time, that to enable camera enforcement to commence bus gates would need to be introduced on-street which would require the promotion of a Traffic Regulation Order.
- 4.23 After further consideration and discussion with the Council's Legal Team, this approach is now considered to be unnecessary and it is now considered that camera enforcement can be introduced under the current bus only street signs and road markings present on Princes Street.
- 4.24 It is recommended to discharge the previous recommendation from the report to Committee on 27 October 2015 and further investigate introducing bus lane camera enforcement on Princes Street to enforce the general traffic ban, under current traffic management arrangements.

Annual Report

- 4.25 An Annual Parking Report has been prepared providing parking statistics for the 2018/19 financial year and covering our enforcement contractor's performance in the fifth year of our contract for Decriminalised Traffic and Parking Enforcement in Edinburgh.
- 4.26 The Annual Parking Report can be found in Appendix 2.

5. Next Steps

- 5.1 The next steps are to; continually strive to improve monitoring of reports of incorrect parking and enhance customer communications, to implement approved changes to

removal procedures addressing persistent evaders and offenders and to continue to submit future annual reports as requested by Committee.

6. Financial impact

- 6.1 There is anticipated to be no negative financial impact as a result of the recommendations contained within this report.
- 6.2 Costs for the installation of camera enforcement on Princes Street will be identified as part of future installation programmes.

7. Stakeholder/Community Impact

- 7.1 The contents of this report are the results of previous discussions with elected members and previous Committee decisions. The recommendations will help to address the concerns raised by members of the public through the online reporting process and other communication channels.
- 7.2 The report also aims to support Council Commitments to improve air quality, tackle carbon emissions and reduce congestion, with effective parking management to keep the city moving.
- 7.3 It is not considered that further community engagement is required for this report.

8. Background reading/external references

- 8.1 Item 7.5 [Decriminalised Traffic and Parking Enforcement in Edinburgh](#) reported to the Transport and Environment Committee on 17 March 2015.
- 8.2 Item 7.6 [Decriminalised Traffic and Parking Enforcement in Edinburgh](#) reported to the Transport and Environment Committee on 17 May 2018.
- 8.3 Motions, amendments and addendums; [Motion by Councillor Booth](#) at the Transport and Environment Committee on 17 May 2018.
- 8.4 Item 7.4 [Decriminalised Traffic and Parking Enforcement \(Update\)](#) reported to the Transport and Environment Committee on 6 December 2018.
- 8.5 Item 7.7 [Future Bus Lane Expansion Plans and Bus Lane Camera Enforcement Update](#) reported to the Transport and Environment Committee on 27 October 2015.

9. Appendices

- 9.1 Appendix 1 – Revised Removal Priorities List
- 9.2 Appendix 2 – Annual Parking Report

VEHICLE REMOVALS PRIORITIES

Any vehicle can be removed if it is parked in contravention of the regulations. Removals are prioritised in the following order:

Priority	Manner of Parking
HIGH	Where the vehicle presents a risk to safety and/or is obstructing traffic flow, such as Greenways and Bus Stop Clearways.
	Persistent Evaders
	The vehicle is a Persistent Evader (see note below) * or a vehicle with 5 or more open tickets on the High Value Debtor list.
	Foreign Vehicles
	Applies to all foreign vehicles with 5 or more open tickets on the High Value Debtor list
MEDIUM	Where the vehicle is parked in a disabled bay without displaying a valid blue badge
	Where the vehicle is parked in a permit parking bay without displaying a valid permit ** (see note below)
	Where the vehicle is parked on a yellow line when loading or unloading is prohibited *** (see note below)
	Where the vehicle is parked in a bay for which it is not designed or approved, e.g. motor cycle or Car Club bays
	Where a vehicle is parked on a length of street where loading and unloading is prohibited due to a Temporary Traffic Regulation Order (TTRO) a suspension
	Where a vehicle is parked on a double yellow line, outwith any loading prohibition
	Where the vehicle is parked in a public parking bay upon issue of the 2 nd PCN for the same contravention and the vehicle has not moved.
	Where the vehicle is parked in or a permit parking bay within a priority parking area
Where the vehicle is classed as a Persistent Offender (see note below) ****	
LOW	Where the vehicle is parked in a limited waiting bay, or on a waiting restriction (e.g. single yellow line or loading bay) where loading is permitted but the vehicle is not being loaded or unloaded, the vehicle should not be removed until 1 hour has elapsed since the issue of the PCN.

* a persistent evader is a vehicle with five or more parking tickets outstanding between and including Notice to Owner to Sheriff Officers stages, where no correspondence has been received or a vehicle that has received three recorded 'vehicle driven aways' (VDAs) within the previous three full calendar months.

Persistent Evaders are not granted the courtesy grace periods given at the start of the day, on yellow lines (outwith any loading prohibition) and in public parking bays.

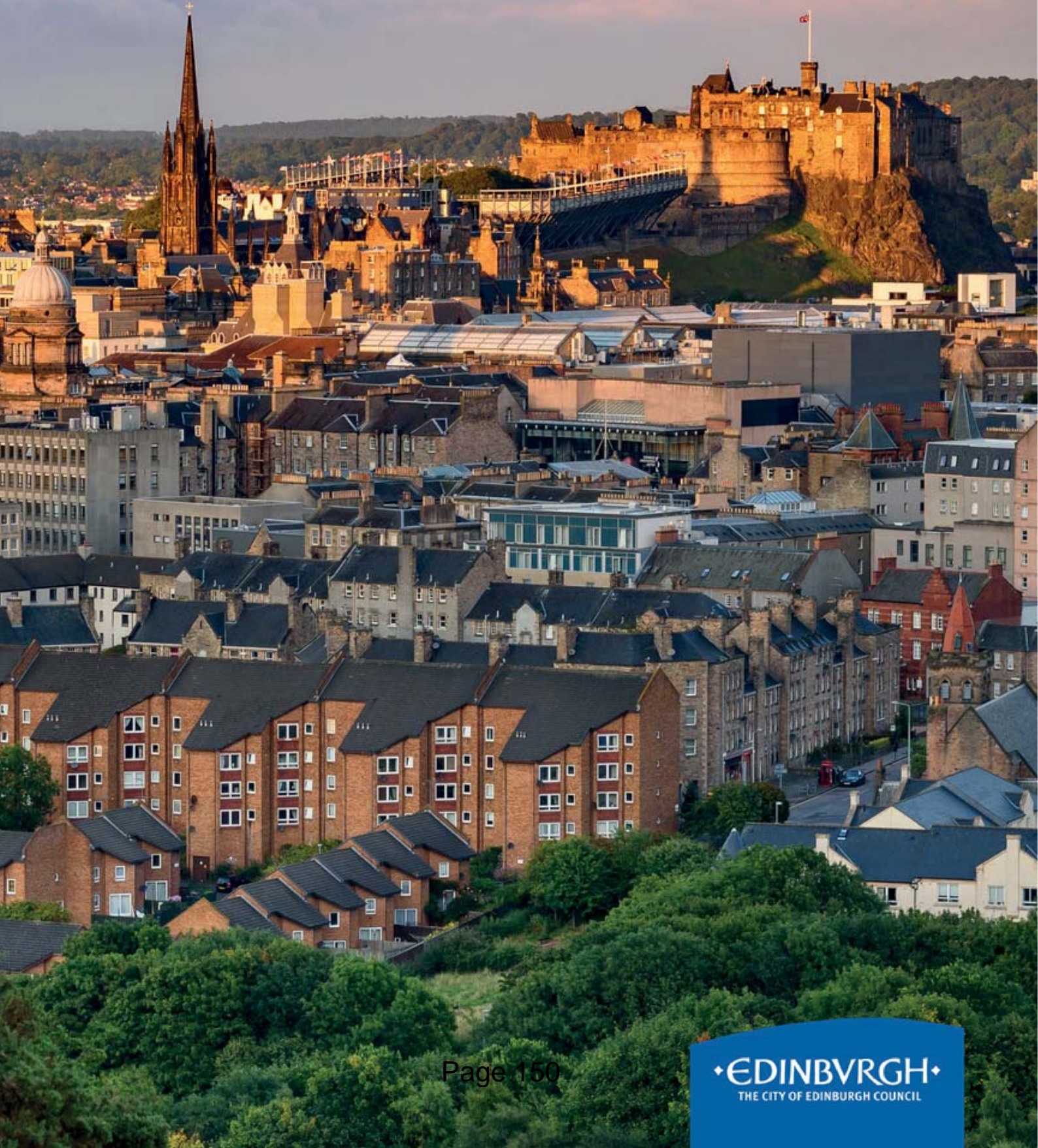
** Where a vehicle is parked in a permit bay, solo motorcycle bay or on a waiting restriction, but is also displaying a valid voucher, it should not be removed until 15 minutes after the voucher has expired **(unless the vehicle is classed as a persistent evader)**.

Non City Car Club vehicles parked in Car Club Bays should be removed immediately regardless of the fact that it may be displaying a valid voucher.

***For vehicles issued with a Penalty Charge Notice (PCN) for an 02, arrangements to be made to remove the offending vehicle prior to the offence changing to a 01 offence.

**** To be classed as a persistent offender a vehicle must have incurred 15 or more paid parking tickets in the three previous full calendar months.

Parking and Traffic Regulation Team Annual Report 2019



Contents	Page
Executive Summary	2
Decriminalised Traffic and Parking Statistics	3
Key Performance Indicators (KPIs)	6
KPI Monthly Outcomes	7
KPI Performance Summary	8
Collaboration Summary	10
Successes	11
Current Projects and Priorities	13
Conclusion	14

Executive Summary

Following requests for further information from the Transport and Environment Committee regarding the performance of the Decriminalised Traffic and Parking Contract, an annual report will be submitted to update Committee on the effectiveness of parking enforcement in Edinburgh and on the forthcoming projects designed to deliver continuous improvement to parking services.

This report concerns financial year 2018/19 in terms of parking statistics and Year Five of the Decriminalised Traffic and Parking Enforcement Contract, which runs from 1 October 2018 to 30 September 2019, regarding contract performance.

Background

In 2014, NSL successfully submitted a tender for a new contract with the City of Edinburgh Council for the provision of Decriminalised Traffic and Parking Services. The contract, awarded on 1 October 2014, was for a term of five years, with an extension option of a further five years.

The services provided through this contract include:

- On-Street Enforcement Services
- Car Pound Services
- Bus Lane Camera Enforcement
- Pay & Display Services
- Suspension & Dispensation Services
- Lines & Signs Maintenance Services
- Cashless Parking Solution (RingGo)
- Permit Management Solution (IT)
- Notice Processing Solution (IT).

The processing of parking tickets, bus lane charge notices and parking permit back office functions is retained by the Council and sits within the Customer and Digital Services Division. A dedicated team deals with parking ticket and bus lane charge notice disputes and general enquiries. The residents' parking permit operation is managed by a team at the Customer Hub, which provides a public facing front counter service at 249 High Street. Business, trades' and retail parking permits are processed by NSL at the car pound.

Following continuous demonstration of improving performance and consistent delivery of high-quality services, the Council recently awarded NSL the five-year extension option in the contract.

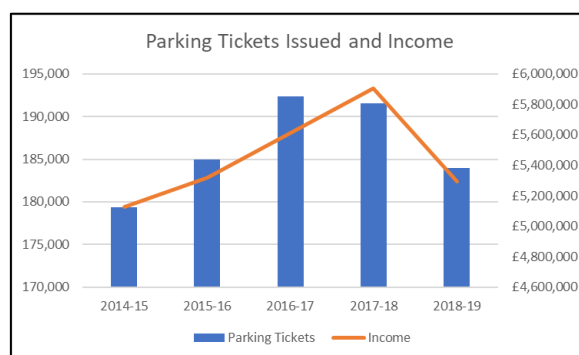
Decriminalised Traffic and Parking Services Statistics

The following tables include statistics regarding the performance of the Decriminalised Parking Enforcement (DPE) operation in Edinburgh in financial year 2018/19. These are published each year on the Council's website at: www.edinburgh.gov.uk/parkingincome.

Parking Tickets and Removals

The Parking and Traffic Regulation team manage the issue of [parking tickets](#) to vehicles parked in contravention of the regulations and the removal of such vehicles. The team also manage vehicle relocations, for example during special events to ensure public safety.

Financial Year	Parking tickets issued	Income from parking tickets
2018-19	183,965	£5,292,673.43

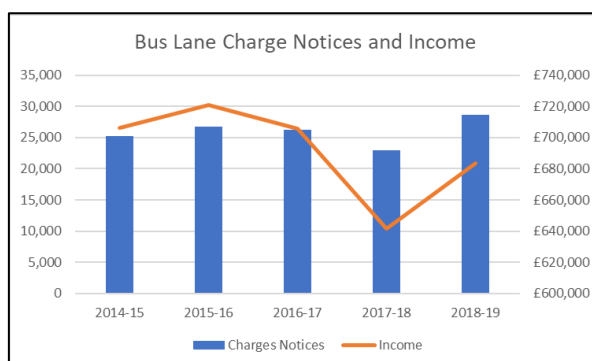


Financial Year	Removals	Removal Income	Storage charges	Relocations
2018-19	1,810	£248,240.30	£28,680.00	1,457

Bus Lane Charge Notices

The team manages the Council's network of [bus lane enforcement cameras](#) which issue charge notices to vehicles incorrectly driving in bus lanes or through bus gates.

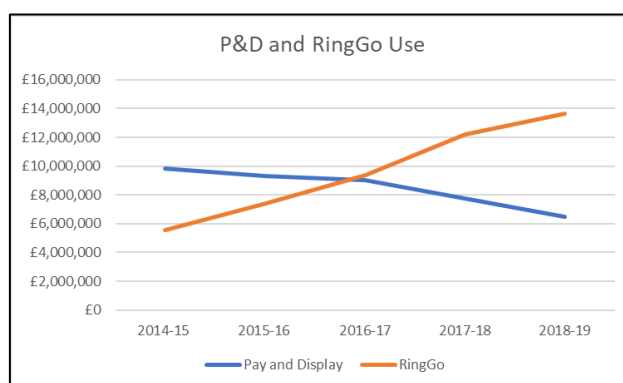
Financial Year	Bus lane notices issued	Income from notices
2018-19	28,668	£683,346.50



Parking Charges

The team manages and collects [on-street parking charges](#) for public parking places.

Financial Year	Income from Pay and Display	Income from RingGo	Income from Contactless
2018-19	£6,466,879.59	£13,636,245.25	£57,816.70



Suspensions and Dispensations

The team manages parking [suspensions and dispensations](#).

Financial Year	Income from dispensations	Income from Suspensions
2018-19	£25,777.00	£628,451.64

Parking Permits

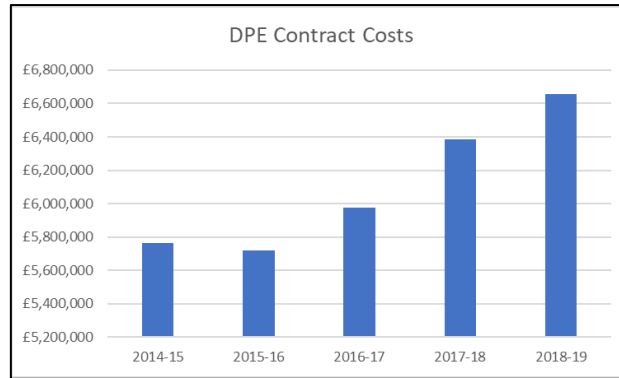
There are several types of [parking permits](#) available in Edinburgh.

Financial Year	Residents' Permits	Visitors' Permits	Trades Permits	Health Care Permits	Business Permits
2018-19	£2,907,747.42	£71,219.41	£798,175.59	£12,750.00	£55,355.80

Contract Cost

The contract supports the provision of all Decriminalised Traffic and Parking services. As over 70% of contract costs relate directly to labour, the overall contract costs increase each year in line with annual wage increases.

Financial Year	Contract Cost
2018-19	£6,654,891.28



Business Support Services

These services are provided by Resources, Customer and Digital Services Division.

Financial Year	Parking Tickets		Bus Lane Charge Notices	
	Correspondence	Formal Appeals	Correspondence	Formal Appeals
2018-19	54,311	204	4,635	46

The above figures represent around 27% of parking tickets issued and 17% of bus lane charge notices delivered, where contact was received from drivers challenging the issue of the charge. The volumes of correspondence are not insignificant but suggest that the issue of most notices was accepted by motorists.

Overview

The statistics indicate that the 2018/19 financial year was a strong one, but one that was not without its challenges.

The number of parking tickets issued fell in comparison to the previous financial year, which may suggest improved compliance by motorists. However, it could also be attributed to the reduced numbers of Parking Attendants on the street at various times, which is discussed further below as part of the KPI analysis.

The number of bus lane charge notices issued increased in comparison to the previous financial year. Although this may suggest compliance with the regulations has reduced, it is more likely that new cameras, installed in late 2017, have better detection rates. Enhanced software, with the ability to pixelate faces and other vehicle registrations, means that the numbers of discarded contraventions has reduced. New enforcement locations were identified in 2018/19 and commenced in 2019/20.

Pay and display income continues to grow year on year and shift toward cashless (RingGo) use. An initial trial of a small number of contactless ticket machines was successful in 2018/19, leading to a wider trial starting in late 2019. This is discussed further in the Successes section.

Application numbers for parking permits continue to be high and are comparable with the previous year, demonstrating the demand for parking within the city centre from various groups, such as residents and business users.

Key Performance Indicators (KPIs) – Year Five

The contract for the provision of Decriminalised Traffic and Parking Services completed its fifth and final year of the initial contract term in September 2019. The Council has recently awarded NSL the five-year extension to this contract, which will expire on 30 September 2024.

The contract has established a number of Key Performance Indicators (KPIs) which are designed to ensure that a quality service is delivered in all aspects of the contract. Performance related payments or deductions can be applied to the contract costs on a monthly basis depending on the number of KPIs achieved by the contractor.

There are 12 KPIs which are currently measured. These are presented in the table below and also included are the expected monthly performance thresholds. NSL's annual average performance for 2018/19 is reported along with the outcome of each indicator.

Decriminalised Traffic and Parking KPIs

KPI Summary		KPI Rates		
No.	Description	Expected	Annual Average	Outcome
1A	Staff retention rate	85%	83%	✘
1B	Upheld complaints of a serious nature	Met/Not Met	Met	✓
2A	Deployed Parking Attendant hours	99.70%	99.35%	✘
2B	Street visits	99.40%	99.94%	✓
2C	Cancellations due to Parking Attendant error*	0.43%	0.32%	✓
3A	Deployed removal hours	99.70%	103.00%	✓
3B	Minimum low priority removals^	10%	6%	✓
3C	Persistent evader removals	19	20	✓
4A	Ticket machine availability	Met/Not Met	Met	✓
6	Cashless parking cancellations#	0.55%	0.41%	✓
7	Percentage of helpdesk calls resolved	99%	100%	✓
8	Management Reporting	Met/Not Met	Met	✓

* This is a maximum percentage of cancellations permitted due to Parking Attendant error.

^ This is a maximum percentage of low priority removals permitted.

This is a maximum percentage of cancellations permitted due to cashless parking errors.

KPI Monthly Outcomes

KPI Summary	KPI 2018/19	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19
KPI 1A Staff retention rate	85%	84.79%	85.03%	84.89%	84.54%	84.21%	83.73%	83.19%	82.43%	82.13%	81.66%	81.27%	81.12%
KPI 1B Upheld complaints of a serious nature	Met/Not Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met
KPI 2A Deployed Parking Attendant hours	99.70%	100.08%	99.99%	95.24%	97.27%	99.90%	99.94%	99.92%	100.01%	100.01%	99.92%	99.99%	99.93%
KPI 2B Street visits	99.40%	99.76%	99.82%	99.93%	99.95%	99.99%	99.997%	99.980%	99.95%	99.98%	99.99%	99.98%	99.99%
KPI 2C Cancellations due to Parking Attendant Error	0.43%	0.31%	0.36%	0.42%	0.31%	0.33%	0.29%	0.36%	0.27%	0.42%	0.36%	0.24%	0.18%
KPI 3A Deployed removal hours	99.70%	104.00%	101.00%	111.00%	101.00%	102.00%	101.00%	100.00%	101.00%	102.00%	103.00%	106.00%	104.00%
KPI 3B Minimum low priority removals	10%	7.72%	4.81%	6.38%	6.69%	6.63%	7.35%	7.80%	5.84%	5.79%	5.07%	4.43%	5.01%
KPI 3C Persistent evaders	19	11	22	12	24	16	23	24	21	15	28	21	24
KPI 4A Ticket machine availability	Met/Not Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met
KPI 6 Cashless parking	0.55%	0.45%	0.39%	0.38%	0.35%	0.35%	0.37%	0.40%	0.40%	0.46%	0.44%	0.47%	0.50%
KPI 7 Percentage of helpdesk calls resolved	99%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
KPI 8 Management reporting	Met/Not Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met	Met

The above table indicates the monthly performance of each KPI during contract year Five and those months shaded are where the expected KPI performance level was not met.

Although most of the KPIs have been regularly achieved, if not exceeded, throughout contract year Five (October 2018 – September 2019), NSL did not achieve the required levels in relation to KPIs; 1A Staff Retention Rate, 2A Deployed Parking Attendant Hours and 3C Persistent Evaders in a number of months.

NSL struggled with recruitment and the deployment of PAs over the winter and whilst overall performance remained strong during these months, performance payments were withheld as a result. The Parking team continues to work closely with NSL to better understand why these KPIs were not met and how similar issues can be avoided in the future. The team are also working to identify areas where continuous improvement can be delivered to achieve best value and provide the best service possible to the people of Edinburgh.

KPI Performance Summary

No.	Description	Performance
1A	Staff retention rate	<p>This year was a challenging one in relation to staff retention and recruitment. Several long-serving Parking Attendants (PAs) left the contract after finding higher paid employment in other sectors, thus reducing the number of PAs available at periods throughout the year. Although successful recruitment campaigns took place there was a continued impact on this KPI, as members of staff must have one year's continuous employment with NSL to qualify for this measure.</p> <p>Furthermore, Edinburgh's economy and job market are in strong position. With the number of job seekers at a significant low, and many other sectors paying higher hourly rates, filling vacancies has become more challenging.</p>
1B	Upheld complaints of a serious nature	<p>This KPI was achieved every month and no serious complaints were upheld. The Council takes all complaints against PAs seriously and continues to investigate and monitor behaviour.</p> <p>The achievement of this KPI demonstrates the quality of our PAs and the exceptional service they provide to members of the public, in what can be, at times, difficult conditions.</p>
2A	Deployed Parking Attendant hours	<p>The availability of PAs, as described under KPI 1A above, has an impact on this KPI. A lack of visibility on-street can have a negative effect on the perception of parking enforcement in Edinburgh and work continues to ensure sufficient PAs are deployed and improve the perception of parking.</p>
2B	Street visits	<p>Street visit requirements continued to be met, ensuring areas around schools and main traffic routes are prioritised to maintain road safety and to keep Edinburgh moving. The achievement of this KPI is impressive considering the challenges around availability of PAs.</p>
2C	Cancellations due to Parking Attendant error	<p>The quality of parking tickets issued remains high and fewer than 600 parking tickets issued were cancelled due to a human error. This is an exceptionally high rate of quality considering the number of vehicles monitored each day often in challenging weather conditions.</p>

3A	Deployed removal hours	Deployed removal hours were above what was expected in the last contract year. The fleet of removal trucks ensured that main traffic routes were kept clear to allow the free flow of traffic and that there was a turnover of vehicles in parking bays ensuring that as many vehicles as possible were able to use them. Trucks also assisted at numerous special events during the contract year, such as; the Tattoo, Edinburgh's Christmas and at South Queensferry to facilitate the growing number of cruise ship visits to the city.
3B	Minimum low priority removals	NSL met this KPI by ensuring that vehicle removals were proportionate to the contravention and that those parking incorrectly under the most serious of contraventions, such as obstruction or blocking sightlines impacting road safety, were prioritised for removal first.
3C	Persistent evader removals	This KPI was met most months ensuring that those motorists who regularly park incorrectly receiving parking tickets, but choosing not to pay them, are subject to stricter enforcement action and are more likely to be removed to the car pound.
4A	Ticket machine availability	This KPI was met each month and ensures that no ticket machines (TMs) are unavailable due to a lack of vouchers or being full of coins and all TMs were available for use by the public 24 hours per day, seven days per week (except for significant mechanical or technical failure).
6	Cashless parking cancellations	This measurement indicates the quality of the cashless payment services being delivered and is based on the number of parking tickets cancelled due to either customer error or a valid parking session being in place each month. The KPI was met each month showing the high quality of the cashless payment service provided and demonstrates that PAs check RingGo before issuing parking tickets.
7	Percentage of helpdesk calls resolved	This KPI was met each month showing that operational IT problems were resolved within agreed timescales.

8	Management Reporting	This KPI was met each month meaning that all reports required to monitor the operations and performance of the contract were sent to the Council within the agreed timescales.
---	----------------------	--

Collaboration Summary

The Council's contract for the provision of Decriminalised Traffic and Parking Services is also open as a framework contract to other Councils across Scotland who may require such services.

We currently have three collaborative partners with whom we share services through this contract, they are:

- The Highland Council;
- East Lothian Council; and
- Midlothian Council.

NSL provide DPE related services to each of the collaborative partners and the Council provides back office notice processing services to all three through the Parking Services team in Waverley Court.

The framework contract allows both the Council and our collaborative partners to benefit from economies of scale. The contract also delivers operational consistency and offers a faster route to market for other Councils operating DPE, avoiding much of the cost and time required with a traditional procurement exercise.

All collaborative partners continue to be pleased with the levels of service being provided by both NSL and the City of Edinburgh Council.

Successes

Bus Lane Cameras

On 17 June 2019, three new bus lane enforcement cameras went live at Liberton Road, Commercial Street and South Gyle Broadway to complement the nine bus lane cameras that were already in place across the city. On 21 October 2019, a further two cameras went live at Slateford Road and Milton Road. A second camera on Calder Road went live on 11 November 2019 and a second one on the northbound carriageway of Liberton Road is expected to go live on 9 December 2019.

Each of the new sites has performed well in terms of reducing the number of bus lane infringements and improving public transport priority.

Taranto

Taranto is a new back-office notice-processing software for managing parking ticket and bus lane correspondence. It was introduced in October 2018.

One of the key benefits of switching to Taranto was the existence of an “Online Case Management” (OCM) system. This aligned well with the Council’s push towards digital customer transactions.

The OCM system allow customers to view photographs and associated evidence, submit and track appeals with supporting evidence and make payments online. Added benefits to our customers include; 24/7 access to data and payment channels and improved response times to parking ticket and bus lane notice challenges.

NSL Apply

NSL Apply is a new management system for parking permits and was introduced in March 2019. This fully online service satisfies requests from our customers for more online services.

The new service allows customers to apply for, renew and manage resident or visitor parking permit applications and make changes to their existing permits online. This realises a significant efficiency saving for the Council, as customers move away from in-person transactions at a Council Offices to online, self-service transactions.

Ticket Machine Trial (contactless technology)

There are currently 787 pay and display Ticket Machines (TMs) in Edinburgh, all of which are at least 12 years old and are nearing the end of their useful lifecycle. In addition, reporting software on these TMs is out of date and unreliable. These conditions have prompted a review of TMs in Edinburgh.

On 9 May 2018, four TM upgrade kits were introduced to existing ticket machines in: George Street, Melville Street, George Square and Carrington Road. These allow for enhanced TM functionality, by upgrading internal mechanisms without the need for any excavation works on the footway.

This trial was a soft-launch with no publicity and formed the basis of a proof of concept trial for contactless payments. Initial results suggest that contactless payment at these units has been well received and has increased significantly during the trial period with 43% of TM transactions being made via contactless payment, where available, in October 2019.

As the initial trial was successful, it was expanded to 20 TMs from two different suppliers (giving us 40 TMs in total across the city that will accept contactless payments). This trial will provide invaluable data on the uptake of contactless payments and provide a direct comparison of the two suppliers and their respective equipment.

Current Projects and Priorities

Parking Action Plan and Sunday Parking Controls

The main action contained within the [Parking Action Plan](#) is the introduction of parking controls on Sundays, coupled with the roll out of shared use parking places and the implementation of visitor parking permits in the city centre.

The traffic order process required to introduce Sunday parking controls, shared use places and visitors' permits commenced in March 2019. Formal public consultation started on 1 November 2019 and the results are currently being analysed. It is expected that a further report on this matter will be submitted to the Transport and Environment Committee in early 2020.

Strategic Review of Parking

In September 2019, Committee approved the [Strategic Review of Parking](#) report including the full results of the [parking review](#) and the proposed phased implementation of new parking controls to address parking pressures across the city.

The first phase (Leith, Leith Walk, Abbeyhill, Gorgie and Shandon) informal consultation started on 14 October 2019 with the delivery of around 34,000 leaflets to households within the areas concerned. Six drop-in sessions were also held where people could view draft designs and discuss proposals with Council officers. The full results of this consultation are expected to be reported to the Transport and Environment Committee in early 2020.

Initial survey and design work has been completed for the second and third phases, including the wider Leith area and along the A8 corridor (i.e. Corstorphine). It is anticipated that informal consultation will be carried out in these areas during the course of 2020.

Bus Lane Enforcement Cameras

In support of the Council's [Local Transport Strategy](#) policy **PubTrans7** the network of bus lane enforcement cameras will continue to be expanded. This will ensure the bus lane network continues to perform as intended and to reduce the number of infringements which can undermine the network and cause delays to buses. Non-compliance with the regulations can also pose road safety concerns for motorcyclists and cyclists who are permitted to use the network.

Work is underway to identify further sites to be introduced in 2020 and future updates will be provided to the Transport and Environment Committee through the Business Bulletin.

Car Pound Relocation

The Council's car pound is currently located in Tower Street. Given the release of this site for new housing under the Council's refreshed [Depots Strategy](#), a new location for the car pound must be identified.

One option actively being pursued is relocation to Russell Road, within a new mixed-use development for businesses within modern industrial units. With its good transport links and city centre access via the tram, the site is well-suited for customers coming to collect their vehicles. With further potential to house NSL staff and vehicles, this offers the potential to contribute towards the successful transformation of the site.

New Ticket Machines (TMs)

After the success of the initial contactless trial, the number of machines accepting contactless payment was increased to 40 in October 2019 with two suppliers each providing 20 units.

With the use of coins to pay for parking continuing to fall (£12M in 2009-10 down to an expected £5.5M in 2019/20) and more people paying with contactless technology for their everyday purchases, this is a good time to review TMs in Edinburgh.

The expanded trial provides the opportunity to analyse and directly compare two separate upgrade kits that are available on the market. This will provide invaluable data on a number of factors, such as; customer feedback, machine performance and a review of reporting software. This information will be used to inform future decisions on TM requirements expected to be made in 2020.

Conclusion

This is the first annual report on the performance of Edinburgh's Decriminalised Traffic and Parking Contract. The report will likely evolve over time to provide Committee and members of the public with sufficient information to better understand and consider the performance of parking enforcement in Edinburgh.

The report identifies that there have been challenges over the last year, regarding Parking Attendant recruitment and retention which has led to a decrease in deployed hours on-street. However, work continues to improve and achieve the expected outcomes. Overall, across the contract, performance has been strong and high-quality services are being delivered. This has been demonstrated by the Council awarding NSL the five years extension option to the contract.

There continues to be a high demand on parking places in the city centre and across Edinburgh, making consistent enforcement of the parking regulations a daily challenge. There is a constant drive to improve services for Edinburgh's residents by responding to enforcement requests faster, anticipating problems by using information provided through online reporting methods and by taking greater action against persistent offenders. New services continue to be implemented to make it easier to; apply and pay for parking permits, challenge or pay parking tickets and pay for parking with contactless technology.

The contract continues to enable the Council to share its parking knowledge and expertise with other local authorities as collaborative partners.

Looking forward to 2020, priorities will continue to focus service improvements that benefit customers, such as; online services, new technology and enhanced enforcement. Planned changes to the parking regulations aim to help residents park closer to their homes while keeping Edinburgh moving as significant transformational changes take place in the city.

This page is intentionally left blank

Transport and Environment Committee

10.00am, Thursday, 5 December 2019

Kirkliston and Queensferry Traffic and Active Travel Study

Executive/routine	Executive
Wards	1 - Almond
Council Commitments	

1. Recommendations

- 1.1 To note the completion of the traffic survey in June 2018 and the content of the final Consultant's Report dated October 2019.
- 1.2 To note the detailed results of the survey with particular reference to Kirkliston Town Centre and the primary Queensferry routes.
- 1.3 To note the recommendations contained in the report and acknowledge that further consideration is given to transport interventions and active travel improvements.

Paul Lawrence

Executive Director of Place

Contact: Dave Sinclair, Locality Transport and Environment Manager

E-mail: david.sinclair@edinburgh.gov.uk | Tel: 0131 529 7075

Kirkliston and Queensferry Traffic and Active Travel Study

2. Executive Summary

- 2.1 The traffic study above was originally requested by Councillors Young and Lang at the June 2017 Council meeting. This report makes reference to a detailed Automatic Number Plate Recognition (ANPR) traffic survey undertaken in June 2018 in the Kirkliston and Queensferry study area after the opening of the Queensferry Crossing (See appendix 1). The study results identify current route choices in the area and recommends transport and active travel interventions that could increase mobility and reduce the impact of traffic on key routes and junctions. The conclusions suggest there is some evidence of through traffic movements at particular locations, however the majority of traffic appears to be locally generated. Intervention recommendations in the report make reference to active travel infrastructure improvements, possible junction changes at the Kirkliston crossroads and suggested changes to the access arrangements in the Queensferry area.

3. Background

- 3.1 The traffic study was requested at the Council meeting in [June 2017](#). Following a scoping meeting in December 2017 a procurement exercise was undertaken.
- 3.2 A Stakeholder working group is made up of the following representatives, and have met to discuss the findings and recommendations:

Stakeholder representation

- Local Ward Councillors;
- Representatives from the Kirkliston Community Council; and
- Representatives from the Queensferry & District Community Council.

Key dates

- 28 November 2018 First Stakeholders meeting
- 4 April 2019 Draft report issued to Steering Group members
- 9 October 2019 Second Stakeholders meeting
- 15 November 2019 revised Report issued to Steering Group members

4. Main report

- 4.1 The purpose of the study was to consider travel patterns within and through the Kirkliston and Queensferry study, area and gather necessary evidence of travel patterns to understand the origin and destination (O/D) movements.
- 4.2 The traffic survey data has provided factual baseline information to consider current trip choices and can inform future decisions or interventions with respect to transport network changes, active travel investment or development led transport appraisals.
- 4.3 The report focused on the following elements:
- Data collection;
 - Data analysis;
 - Outcomes and issues;
 - Interventions; and
 - Summary and conclusions.
- 4.4 Survey data was collected between Tuesday 26 June 2018 and Friday 29 June 2018 at 16 ANPR camera points across the study area, between 07:00 and 19:00. The survey was undertaken by an independent company with specialist equipment to read number plates from passing vehicles. For the purpose of the study, vehicles have were classified as either Car, Light Goods Vehicle (LGV), Heavy Goods Vehicle (HGV) or Bus/Coach.
- 4.5 The camera locations were located to establish a cordon around the study area with additional intermediate survey points to capture further information regarding route choices. Information regarding daily trip movements and specific trip routing can be seen in the report (Section 2 of Appendix 1).
- 4.6 In discussion with the Stakeholder Group initial data analysis is focused on the impact of traffic at the main Kirkliston Crossroads and the key access routes in the Queensferry area. The purpose of this specific interrogation is to understand the traffic movements at key junctions / routes and more importantly establish the origin and destination of internal and through journeys.
- 4.7 As a function of the traffic study the Consultant has developed an interactive tool for Stakeholders use. The purpose of this dashboard was to allow officers and local stakeholders an opportunity to consider volumetric and origin/destination

information for individual or paired sites. Unfortunately, to date the Dashboard has not been totally functional due to internal Firewall issues, however, efforts will be taken to try and resolve the issue for external email accounts.

- 4.8 Study Outcomes: the survey data suggests that the majority of traffic movements are attributable to trips starting or ending in the local area. However, it should be noted that specific routes in the study area are subject to considerable through traffic from the West Lothian area. New local and regional housing developments are likely to have an impact in traffic levels and route choices in the future. Proposed infrastructure changes on the adjacent Trunk Road network, in particular the Winchburgh M9 access are likely to have an impact on traffic movements, however, these are not quantified in the study.
- 4.9 Kirkliston Crossroads: following discussions with the Stakeholders Group and with consideration of the traffic flows the volumetric and O/D data has been interrogated in detail to understand the nature of journeys passing through the junction. Further analysis and design would be required to consider whether this junction could be improved to increase traffic flows, or completely redesigned to improve the local environment for residents. By revising local priorities in favour of pedestrians it may be possible to discourage through journeys and focus on walking, cycling and public transport journey options.
- 4.10 M90 Queensferry Crossing Junction/Builyeon Road: while there are transport planning discussions ongoing regarding the proposed development it is clear the characteristics of the existing road is in the favour of vehicles. Drawings contained in the report suggest varying levels of intervention to redress the balance towards active travel infrastructure.
- 4.11 Station Road and B924 Dalmeny Corridor: although not articulated in the report the survey data has identified a significant change in route choices following the opening of the Queensferry Crossing. Clearly in the past the majority of traffic entering and leaving the Queensferry area would make use of the Echline Junction (above the old A90 Forth Road Bridge approach). Following the closure of this junction to general traffic, the majority of journeys into and out of Queensferry now appear to use resident streets either to the east or west of the town.
- 4.12 It is also recognised that Town Centre improvement works due to commence on the Queensferry High Street early in 2020 will have an impact on through routes in the Queensferry area. Although not included in this traffic study, the new High Street layout will physically restrict traffic movements and the promotion of an Environmental Order on the High Street will restrict vehicles over 7.5 tonnes (with an early morning servicing window proposed).
- 4.13 A90 Slip Roads (Transport Scotland): a recommendation in the report makes reference to local part time access on the new A90 public transport slip roads. These new links clearly provide a dedicated network for public transport vehicles, however, the use of these links could be explored with Transport Scotland to offer part time access to and from South Queensferry to reduce traffic volumes on local residential streets and through Kirkliston.

- 4.14 Active Travel Audit: the audit was undertaken to consider in more detail infrastructure improvements that would provide local residents and visitors an opportunity to consider active travel options for trips within the study area or improving connections to other strategic active travel networks or public transport interchanges. The study has identified gaps in the active travel network and suggested routes and junctions that would benefit from improvements and strategic investment.
- 4.15 Summary: this traffic and active travel study has identified factual evidence regarding volumetric and O/D traffic flows in the study area. This data can be used to inform transport and mobility related decisions in the future. Suggested interventions and investment proposals are noted in Section 5 of this report.

5. Next Steps

- 5.1 Conclusions and next steps: the data and report have identified the scale of vehicle movements and routing within and through the study area. The overall findings suggest that certain routes are subject to significant through movements (generally East/West Kirkliston movements), however, overall the scale of most journeys relative to local generated flows are considered to be minimal.
- 5.2 The data gathered and journey modelling would suggest that local congestion and delays are linked to an increasing background demand from the existing population.
- 5.3 The Consultant's report has identified a range of interventions which are generally based on reducing car use (80% of all vehicle trips in the study area). In line with strategic priorities the report has made reference to active travel improvements that could offer realistic alternative options for local trips.
- 5.4 Considering the significant scale of future housing development in the immediate area and region the study has focused on interventions to manage traffic demand rather than attempting to increase road space or capacity.
- 5.5 Further consideration of the traffic data and recommendations could be undertaken to determine if future projects and investment would be beneficial and deliverable.

5.6 Table 1 – Intervention Recommendations:

Intervention Timeline	Recommendation	Action owner
Short Term	Local Active Travel improvements: Signs and local infrastructure changes	Active Travel
	Kirkliston Crossroads: Junction efficiency assessment and Section 75 investment.	Transport Network and Enforcement Team (ITS)
	Queensferry High Street Town Centre Improvement project: Expected start date Spring 2020	North West Locality team
	Queensferry – Station Road Corridor: Installation of local traffic calming	North West Locality team
Longer Term	Local & Strategic Active Travel investment: Consider projects in line with city wide 2020 Active Travel Action Plan.	Active Travel Team
	Kirkliston Town Centre: Crossroads junction reconfiguration	Strategic Transport Team (Road Safety/Active Travel Team)
	A90 Slip Road local access trial with Transport Scotland	Transport Network and Enforcement Team (ITS)

5.7 Further work will be undertaken to scope the interventions for delivery.

6. Financial impact

6.1 The cost of the Consultants study including the ANPR traffic survey, preparation of the report and facilitating stakeholder group meetings was £74,180. The cost of the traffic study was contained in the 2018/2019 and 2019/2020 North West Locality Roads Maintenance Budget.

6.2 The traffic study was procured as a competitive tender.

6.3 The costs of progressing the intervention recommendations is still to be determined.

7. Stakeholder/Community Impact

- 7.1 As part of the engagement process associated with the study a small stakeholder group has been created to consider the findings and recommendations. At the last meeting on 9 October 2019 Elected Members were keen to complete the study and present the report to the Committee as a matter of urgency.
- 7.2 Clearly, any future interventions or projects associated with the study should maintain a point of reference with local Councillors and Community Councils regardless of delivery team.
- 7.3 All the measures in this report endeavour to reduce vehicle dependency, traffic volumes in residential areas and the resultant emissions. The active travel proposals are designed to promote sustainable transport and improve local mobility.

8. Background reading/external references

- 8.1 [West Edinburgh Transport Appraisal Refresh Report – December 2016](#)
- 8.2 [City Mobility Plan – City of Edinburgh Council website update](#)
- 8.3 [Investing in Active Travel and in People Friendly Streets Report](#)

9. Appendices

- 9.1 Appendix 1 – Arup Kirkliston and Queensferry Traffic and Active Travel Study Report – draft
- 9.2 Appendix 2 – Map of Study Area
- 9.3 Appendix 3 – Data results sample
- 9.4 Appendix 4 - Suggested Kirkliston Crossroads Layout

City of Edinburgh Council
**Kirkliston and South Queensferry
Traffic Study**
Analysis and Outcomes

Issue | 21 November 2019

This report takes into account the particular instructions and requirements of our client.

It is not intended for and should not be relied upon by any third party and no responsibility is undertaken to any third party.

Job number 262670-01

Ove Arup & Partners Ltd
13 Fitzroy Street
London
W1T 4BQ
United Kingdom
www.arup.com

Contents

	Page
1 Study Background	1
1.1 Introduction	1
1.2 Objectives	1
1.3 Report Structure	1
2 Data Collection	2
2.1 Survey Specification	2
2.2 Data Capture	2
2.3 Survey Report	2
2.4 Data Processing	3
2.5 Trip Routing	5
3 Data Analytics	20
3.1 Introduction	20
3.2 Data Modelling	20
3.3 Presentation of Data	22
4 Outcomes & Issues	33
4.1 Headlines	33
4.2 New Development and Infrastructure	33
4.3 Network Constraints & Issues	34
5 Interventions	36
5.1 Evidence Based	36
5.2 Option Development	36
6 Conclusions	39

Figures

Drawings

Appendices

Appendix A

Active Travel Audit

1 Study Background

1.1 Introduction

Ove Arup & Partners Scotland Ltd (Arup) has been commissioned by City of Edinburgh Council (CEC) to undertake a traffic study for the Kirkliston and South Queensferry area, with a view to understanding travel patterns and origin destination trip making within the local area.

We understand that the initial scope for the study was to consider travel patterns within and through Kirkliston, although this scope increased based on local input and concerns around vehicular demand across the local network and in particular through traffic in South Queensferry.

This report outlines the scope of the study, data gathering process and data analysis, with the outcomes utilised to explore opportunities to address concerns or constraints in terms of local network operation.

1.2 Objectives

The key objective of the traffic study is to collate the necessary evidence of travel patterns across the network in order to understand the breakdown of origin destination movements.

Traffic survey data should provide factual evidence to map routes through the network and quantify the impact of through trips relative to local trip making. The general network extent for the traffic study is illustrated in Figure 1a.

Based on the traffic survey findings, and the modelling of origin destination trips, the impact from both committed development and potential future network changes should also be captured in terms of highlighting potential interventions.

1.3 Report Structure

Following this introduction, the report is structured as follows:

Chapter 2	Data Collection
Chapter 3	Data Analytics
Chapter 4	Outcomes and Issues
Chapter 5	Interventions
Chapter 6	Summary & Conclusions

2 Data Collection

2.1 Survey Specification

The original study brief identified the preference for Automatic Number Plate Recognition (ANPR) surveys, to include a full 7-day survey period. Based on local knowledge and experience of ANPR surveys, it was suggested that a 7-day survey would be excessive in terms of data capture and overall cost, where a reduced survey period would still provide sufficient data to inform the traffic study. It was therefore agreed that a 4-day survey be instructed to include a Tuesday, Wednesday, Thursday and Friday during school term dates.

A total of 16 camera locations were identified and agreed with CEC during project inception, these are identified in Figures 2b and 1c shown in the context of the South Queensferry and Kirkliston local road network.

The survey specification was agreed and subsequently informed the survey tendering process, where a preferred supplier was identified based in quality, costs and availability to undertake the survey ahead of the school summer holidays.

Following instruction all cameras were installed in suitable locations, with the surveys taking place during Tuesday 26th, Wednesday 27th, Thursday 28th and Friday 29th June 2018.

2.2 Data Capture

ANPR surveys utilise a series of cameras to record vehicles passing defined locations, in the case of the Kirkliston and South Queensferry traffic study the cameras recorded all vehicle movements between the period 07:00 to 19:00, which is a typical survey period to record AM peak, PM peak and any inter-peak conditions.

The survey was undertaken by an independent traffic survey company who utilised specialist software which can read number plates from passing vehicles and record time of capture but also identify vehicle classification. For the purpose of this traffic study vehicles were classified as either, Car, Light Goods Vehicle (LGV), Heavy Goods Vehicle (HGV) or Bus/Coach.

Once the data from each of the camera locations has been processed, the number plate matching stage can be undertaken.

2.3 Survey Report

In addition to the supply of the data itself, a survey report is prepared by the survey company which outlines conditions at time of survey along with any issues which may impact on the overall results

2.4 Data Processing

The camera locations established a cordon within the study area, recording all main routes in and out of Kirkliston and South Queensferry, with additional intermediate locations to monitor routing through the area. A number of specific routes were identified from the outset, with additional sites based on identifying local and strategic trips.

Once all the data from each camera has been processed through the number plate reader software, it is then possible to start linking the camera data in relation to matching number plates and therefore tracking vehicles within the study area.

In total, during the 4 days of surveys over 200,000 vehicle movements were recorded, this includes all user classes. It is important to note however that this includes multiple vehicle records across the cameras, representing some local trips back and forth during the 12-hour survey period, or trips through the network being picked up at each location.

Table 2.1 – Summary of Trips by hour of day

	Tuesday	Wednesday	Thursday	Friday
07:00 – 08:00	5,853	5,846	5,407	4,924
08:00 – 09:00	5,186	4,910	4,796	4,441
09:00 – 10:00	3,828	3,605	3,628	3,449
10:00 – 11:00	3,106	3,225	3,250	3,382
11:00 – 12:00	3,290	3,480	3,691	3,810
12:00 – 13:00	3,610	3,795	3,870	4,165
13:00 – 14:00	3,576	3,829	3,780	4,212
14:00 – 15:00	3,815	4,068	4,375	4,487
15:00 – 16:00	4,355	4,475	4,709	4,683
16:00 – 17:00	5,434	5,485	5,263	4,798
17:00 – 18:00	5,954	5,774	5,569	4,791
18:00 – 19:00	4,415	4,392	4,324	3,625
12-hour Total	52,422	52,884	52,662	50,767

The daily flows are shown to be relatively consistent, with Tuesday, Wednesday and Thursday trips recorded as approximately 53,000 trips, the Friday data identifies a lower overall total of approximately 50,000 trips with notably lower peak period trips but with higher inter-peak flows between 11:00 and 15:00.

Chart 2.1 Profile of Trips (data tabulated in Table 2.1)

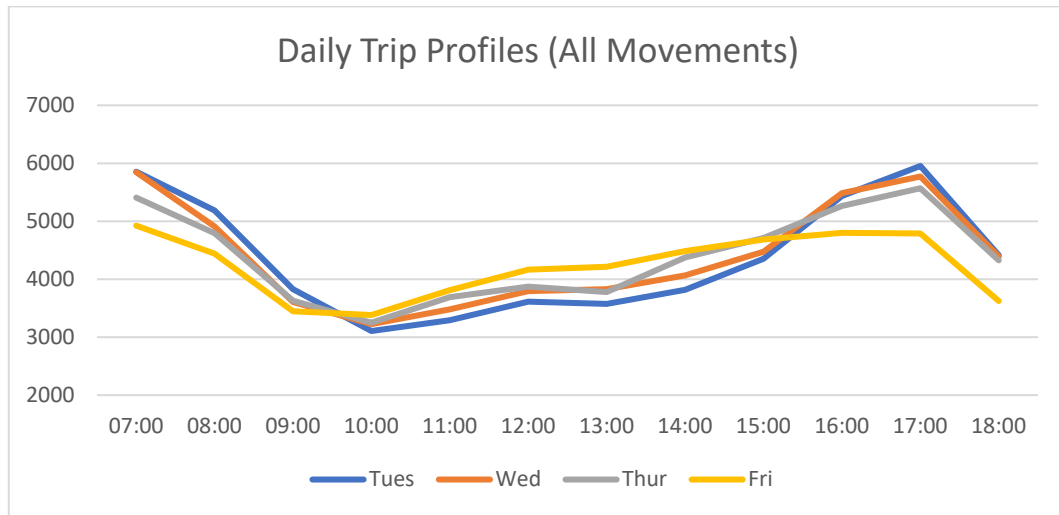
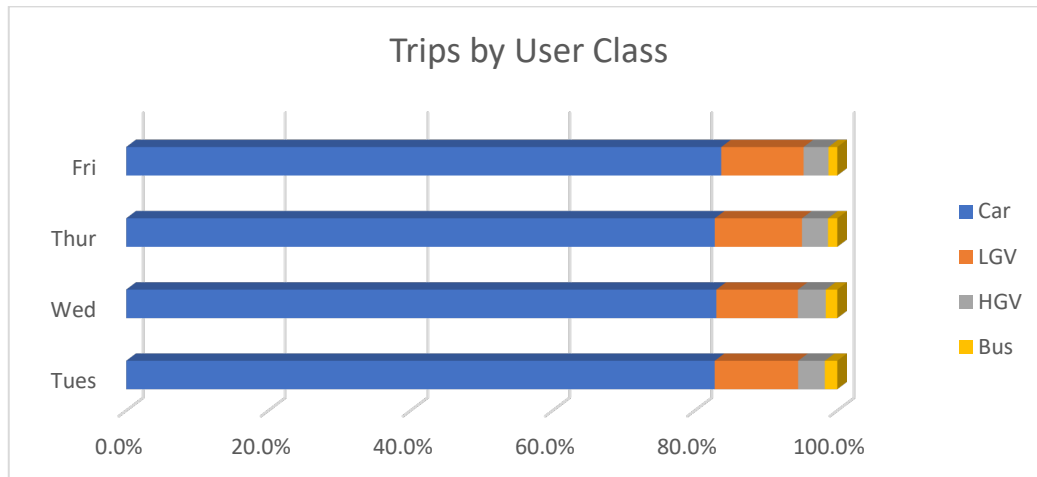


Chart 2.1 illustrates the profile of trips over the course of the 12-hour period, individually showing the profile for each survey day. The AM and PM peak periods are easily identifiable, with 07:00-08:00 representing the AM peak hour, and 17:00-18:00 the PM peak hour. In order to validate the AM peak hour, additional checks were undertaken using speed surveys which includes volumetric counts across a 24-hour periods. This confirmed that 07:00-08:00 flows were general higher than the preceding hourly flows.

Table 2.2 – Summary of Trips by User Class

	Tues		Wed		Thur		Fri	
Car	43,400	82.8%	43,905	83.0%	43,606	82.8%	42,501	83.7%
LGV	6,146	11.7%	6,060	11.5%	6,449	12.2%	5,869	11.6%
HGV	1,960	3.7%	2,068	3.9%	1,922	3.6%	1,770	3.5%
Bus	916	1.7%	851	1.6%	685	1.3%	627	1.2%
	52,422		52,884		52,662		50,767	

Chart 2.2 ANPR Trips by User Class



The majority of trip making within the study area relates to car use (average of 83.1%), with LGV trips accounting for 11.7%, HGV 3.7% and Bus 1.5%.

The Tuesday and Wednesday data identified higher bus based movements, which on further inspection aligned with the arrival/departure of cruise liners at South Queensferry, where passengers are shuttled by bus into Edinburgh. This was also confirmed on inspection of the camera locations where bus movements were recorded, with a higher number of trips travelling through sites in the direction of Edinburgh.

2.5 Trip Routing

One of key deliverables from the ANPR data is the identification of vehicle routing through the local network of Kirkliston and South Queensferry. Based on the 16 camera locations, a number of key routes have been selected to consider the level of potential 'rat-running', particularly on residential routes. The data was also interrogated on the basis of recorded trips at consecutive cameras, taking cognisance of travel time between sites to identify movements which represent a single trip.

The following key routes have been identified through dialogue with CEC and noted during a stakeholder session with community council members. The following sections present a summary of the routes, along with the recorded number of trips by time of day.

2.5.1 South Queensferry & Kirkliston Through Movements

We have split the interrogation of the survey data into sections which best reflect the grouping of routes. This section focuses on the ‘through movements’ which was one of the key objectives of the study, identifying the level of traffic passing through the study area. These are routes where trips could use an alternative, more strategic route.

A904 (1) – Bo’ness Rd (2) – Newhalls Rd (5) – B924/A90 (8)

This route captures trips between Newton and Barnton, passing through South Queensferry using Newhalls Rd (High Street).

Eastbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	22	20	13	9
0800-0900	8	10	2	1
16:00-1700	0	4	3	3
17:00-1800	1	1	1	2
Westbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	1	1	0	2
0800-0900	0	1	2	0
16:00-1700	5	4	4	9
17:00-1800	9	4	2	3

A904 (1) – Bo’ness Rd (2) – Station Rd (7) – B924/A90 (8)

Similar to above, the same origin destination with the internal through route via Station Road.

Eastbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	0	1	2	0
0800-0900	0	0	1	0
16:00-1700	1	0	0	0
17:00-1800	0	0	0	0
Westbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	0	0	0	0
0800-0900	0	0	0	0
16:00-1700	0	1	1	0
17:00-1800	1	0	0	0

A904 (1) – Builyeon Rd (3) – The Loan (4) – Newhalls Rd (5) – B924/A90 (8)

Again, this route relates to trips between Newton and Barnton, this time passing along Builyeon Rd before heading down The Loan and along Newhalls Road.

Eastbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	0	1	0	2
0800-0900	1	2	0	1
16:00-1700	0	2	1	0
17:00-1800	0	1	1	1
Westbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	0	0	0	0
0800-0900	0	0	0	2
16:00-1700	1	0	0	2
17:00-1800	0	0	0	1

A904 (1) – Builyeon Rd (3) – The Loan (4) – Station Rd (7) – B924/A90 (8)

Similar to the above, but travelling along Station Road.

Eastbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	5	7	0	2
0800-0900	3	3	4	0
16:00-1700	1	0	2	0
17:00-1800	0	1	1	4
Westbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	1	0	0	0
0800-0900	0	1	0	0
16:00-1700	3	0	0	2
17:00-1800	3	0	0	2

A904 (1) – Builyeon Rd (3) – B800 (6 & 11) – Path Brae (13) – A89 (15)

This route reflects trips from Newton travelling towards Newbridge and the M8/A89 corridors – with the potential alternative route via the M9 Spur.

Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	5	7	5	6
0800-0900	1	1	1	0
16:00-1700	1	1	2	2
17:00-1800	0	2	0	1
Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	0	0	0	2
0800-0900	1	0	1	2
16:00-1700	1	1	0	2
17:00-1800	3	0	0	2

A904 (1) – Builyeon Rd (3) – B800 (6 &11) – Path Brae (13) – Lochend Rd (16)

Similar to the above, but trip using the minor route via Lochend Rd which connects onto the eastbound A89 corridor towards Edinburgh.

Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	1	1	0	0
0800-0900	1	0	2	0
16:00-1700	0	0	1	0
17:00-1800	0	0	2	1
Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	0	0	0	0
0800-0900	0	0	0	0
16:00-1700	0	0	0	2
17:00-1800	0	0	0	0

Bo'ness Rd (2) – Builyeon Rd (3) – B800 (6 & 11) – Path Brae (13) – A89 (15)

Trips from South Queensferry exiting via Bo-ness Rd and travelling through Kirkliston to Newbridge, again the alternative route being via the M9 Spur.

Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	7	7	3	2
0800-0900	3	3	2	2
16:00-1700	1	0	1	1
17:00-1800	2	0	2	1
Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	2	0	0	2
0800-0900	0	0	0	2
16:00-1700	2	0	0	3
17:00-1800	1	0	1	6

Bo'ness Rd (2) – Builyeon Rd (3) – B800 (6 & 11) – Path Brae (13) – Lochend Rd (16)

Similar to the above, but connecting directly to the A89 Eastbound corridor.

Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	4	4	2	4
0800-0900	1	1	1	3
16:00-1700	0	0	0	0
17:00-1800	0	0	0	0
Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	0	0	0	0
0800-0900	0	0	0	0
16:00-1700	0	0	0	0
17:00-1800	0	0	0	0

B924/A90 (8) – Station Rd (7) – The Loan (4) – B800 (6 & 11) – Main St (12)

This route represents Barnton trips travelling through South Queensferry with an origin destination to the west of Kirkliston.

Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	0	0	0	0
0800-0900	0	0	0	0
16:00-1700	3	2	3	2
17:00-1800	1	1	1	0
Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	0	2	0	1
0800-0900	0	1	0	0
16:00-1700	0	0	1	0
17:00-1800	1	0	0	1

B924/A90 (8) – Station Rd (7) – The Loan (4) – B800 (6 & 11) – Path Brae (13)

Similar to above but with an origin destination south of Kirkliston.

Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	0	1	0	0
0800-0900	1	2	2	0
16:00-1700	1	0	0	1
17:00-1800	1	1	2	0
Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	1	1	0	2
0800-0900	0	0	0	4
16:00-1700	0	0	0	2
17:00-1800	1	0	0	0

The above list of routes is not exhaustive, where Chapter 3 explores additional data analytical work which has been undertaken to model the ANPR data in an interactive and dynamic dashboard.

Based on the trips presented in the above tables, which focus on the external to external movements, while there is evidence of through movements being made during the peak periods, the overall scale of the issue is minor relative to background traffic flows.

The route which illustrated the highest through movement was eastbound from Newton, travelling along Bo-ness Road and onto Newhalls Road (High Street) before continuing onto the B924/A90 toward Edinburgh. The survey identified approximately 20 trips during the AM peak hour making this journey. While not ideal, this level of trip making is negligible in terms of impact on the local road network.

2.5.2 Local Routes and Trips

Building on section 2.5.1, the following tables summarise key movements within the study area, which represent journeys between local traffic generators and attractors. The focus for these routes is the B800 north of Kirkliston, showing trips through a sequence of ANPR camera, to/from South Queensferry.

B800 (11 & 6) – Builyeon Rd (3) – A904 (1)

Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	2	7	0	7
0800-0900	5	4	3	5
16:00-1700	7	2	0	8
17:00-1800	3	1	0	6
Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	8	9	7	8
0800-0900	6	3	6	5
16:00-1700	6	6	6	4
17:00-1800	9	9	7	6

Across all four survey days, and each of the peak periods, there was minimal through movements travelling between North Kirkliston and Newton.

B800 (11 & 6) – Builyeon Rd (3)

Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	34	46	0	57
0800-0900	43	34	11	47
16:00-1700	74	15	5	164
17:00-1800	56	13	16	172
Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	152	171	141	129
0800-0900	100	109	114	100
16:00-1700	52	68	69	59
17:00-1800	57	61	76	57

Consistently across each day, there are a reasonable number of trips travelling southbound from Builyeon Rd through Kirkliston during the AM peak. The reverse movement is less evident across the Tuesday, Wednesday and Thursday survey, however during the Friday PM peak the number of northbound trips increases.

B800 (11 & 6) – The Loan (4)

Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	34	35	3	54
0800-0900	50	57	12	57
16:00-1700	76	68	63	113
17:00-1800	95	77	81	91
Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	48	55	2	49
0800-0900	68	63	39	55
16:00-1700	52	50	60	61
17:00-1800	63	60	48	55

Trips between the B800 and The Loan are generally consistent across the 4 survey days, the Thursday AM peak flows are notably low which may be due to issues with the camera which was damaged during Wednesday evening. Ignoring the Thursday data, the tidal nature of northbound and southbound flows during the AM and PM peak would suggest that many trips are commuter based.

B800 (11 & 6)

Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	101	117	14	159
0800-0900	137	118	49	151
16:00-1700	236	235	243	410
17:00-1800	237	241	265	368
Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	271	296	239	240
0800-0900	217	224	240	201
16:00-1700	155	164	184	188
17:00-1800	190	211	187	165

The Northbound flows during the Friday PM peak were notably higher than the other survey day.

Similar to the above, the following tables summarise trips with an origin destination in South Queensferry, and therefore represent local based travel within and through the study area.

The Loan (4) - B800 (6 & 11) – Main Street (12)

Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	8	11	0	5
0800-0900	16	18	14	15
16:00-1700	16	15	20	15
17:00-1800	27	20	15	13
Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	8	10	1	9
0800-0900	12	18	4	17
16:00-1700	24	15	17	18
17:00-1800	31	25	28	19

The Loan (4) - B800 (6 & 11) – Path Brae (13)

Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	36	41	2	42
0800-0900	11	38	20	29
16:00-1700	30	29	31	38
17:00-1800	28	34	30	29
Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	20	22	0	38
0800-0900	0	32	7	34
16:00-1700	43	43	40	84
17:00-1800	55	42	43	64

The Loan (4) - B800 (6 & 11) – Path Brae (13) – A89 (15)

Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	14	20	1	18
0800-0900	16	15	8	10
16:00-1700	11	9	9	11
17:00-1800	3	10	6	9
Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	8	12	0	22
0800-0900	12	10	2	16
16:00-1700	30	18	25	61
17:00-1800	26	26	27	27

A small number of trips are recorded between The Loan and the various routes through Kirkliston. There are some balanced movements between routes during the AM and PM peak, although overall the PM Peak movements are higher in the northbound direction.

The Loan (4) - B800 (6 & 11) – Path Brae (13) – Lochend Rd (16)

Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	9	12	1	11
0800-0900	11	7	0	11
16:00-1700	9	5	4	6
17:00-1800	8	5	3	6
Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	1	1	0	0
0800-0900	0	0	0	0
16:00-1700	1	4	2	2
17:00-1800	0	0	2	2

Only a small number of trips are shown to travel between The Loan and the A89 via Lochend Road, of the trips recorded there were more southbound than northbound movements

3 Data Analytics

3.1 Introduction

During a subsequent meeting with community council stakeholders, additional details of trips passing through ANPR site 3 (Builyeon Road) was sought, in terms of capturing trips exiting the strategic network at the new Echline Roundabout and travelling toward/through South Queensferry and Kirkliston.

In order to explore these and other movements and routing of local trips which may be contributing to the local network issues, a deeper dive spreadsheet model has been developed to map all origin destinations and routes within the study area. This exercise was aimed at developing an interactive tool which could be shared and explored with stakeholders, and allowing options to be informed by a contemporary understanding of the network.

This chapter presents the data modelling process and the development of the interactive transport model, and how this information has been applied in the development of interventions.

3.2 Data Modelling

Reg	Class	Route	Origin Time	OriginSite	Destination Time	DestinationSite	Duration	Time 1	Site1	Time2	Site2	Time3	Site3	Time4	Site4	Time5	Site5	Time6	Site6	Time7
148RM	1	-	-	-	-	-	-	17:57:50	2NBD	-	-	-	-	-	-	-	-	-	-	-
148MM	1	45BD-3WBD	14:18:56	45BD	14:22:48	3WBD	-	14:18:56	45BD	14:22:48	3WBD	-	-	-	-	-	-	-	-	-
150ULB	1	9EBD-7WBD	08:16:43	9EBD	08:21:13	7WBD	00:04:30	08:16:43	9EBD	08:21:13	7WBD	-	-	-	-	-	-	-	-	-
150ULB	1	45BD-65BD	18:26:21	45BD	18:27:22	65BD	00:01:01	18:26:21	45BD	18:27:22	65BD	-	-	-	-	-	-	-	-	-
15NGB	1	-	-	-	-	-	-	11:38:76	45BD	-	-	-	-	-	-	-	-	-	-	-
170CYD	1	1EBD-12WBD	15:54:59	1EBD	16:46:28	12WBD	00:51:29	15:54:59	1EBD	15:56:14	2NBD	16:04:30	5EBD	16:31:37	5WBD	16:33:53	45BD	16:41:11	65BD	16:43:29
171D1025C	1	15WBD-11NEC	12:43:05	15WBD	12:47:33	11NBD	00:04:28	12:43:05	15WBD	12:45:53	13NBD	12:47:33	11NBD	-	-	-	-	-	-	-
171D36803	2	3FRD-3FRD	18:05:06	3FRD	18:14:46	3FRD	00:09:40	18:05:06	3FRD	18:14:46	3FRD	-	-	-	-	-	-	-	-	-
171WH448	2	-	-	-	-	-	-	17:13:40	15HHI	-	-	-	-	-	-	-	-	-	-	-
181D31743	2	-	-	-	-	-	-	17:57:52	1WBD	-	-	-	-	-	-	-	-	-	-	-
182DFC	1	15WBD-15EBD	11:12:55	15WBD	11:40:28	15EBD	00:27:33	11:12:55	15WBD	11:40:28	15EBD	-	-	-	-	-	-	-	-	-
181CK	1	-	-	-	-	-	-	15:33:14	15FRD	-	-	-	-	-	-	-	-	-	-	-
1908D9P	1	-	-	-	-	-	-	11:54:03	25BD	-	-	-	-	-	-	-	-	-	-	-
19825W	1	-	-	-	-	-	-	18:02:41	1WBD	-	-	-	-	-	-	-	-	-	-	-
19876M	1	2NBD-25BD	15:19:27	2NBD	15:35:53	25BD	00:16:26	15:19:27	2NBD	15:35:53	25BD	-	-	-	-	-	-	-	-	-
199XN1	1	8WBD-8FRD	10:06:45	8WBD	10:34:17	8FRD	00:27:32	10:06:45	8WBD	10:34:17	8FRD	-	-	-	-	-	-	-	-	-
1CLV	1	-	-	-	-	-	-	16:55:20	8LDD	-	-	-	-	-	-	-	-	-	-	-
1ENR	1	-	-	-	-	-	-	07:46:28	10EBD	-	-	-	-	-	-	-	-	-	-	-
1ERR	1	10WBD-12FRD	13:27:50	10WBD	14:05:51	12FRD	00:38:01	13:27:50	10WBD	13:31:10	14WBD	13:45:40	12FRD	13:48:21	14FRD	13:56:23	14WBD	14:05:51	12FRD	-
1HH4ND	2	-	-	-	-	-	-	10:05:56	1WBD	-	-	-	-	-	-	-	-	-	-	-
11VK	1	14WBD-14EBD	17:31:04	14WBD	17:55:30	14EBD	00:24:26	17:31:04	14WBD	17:36:28	12WBD	17:52:34	12EBD	17:55:30	14EBD	-	-	-	-	-
11L6UJW	1	-	-	-	-	-	-	18:30:12	1WBD	-	-	-	-	-	-	-	-	-	-	-
18WVWD	1	-	-	-	-	-	-	17:10:41	1FRD	-	-	-	-	-	-	-	-	-	-	-

The data was provided in the format illustrated above which disaggregated trips by vehicle registration and provided an entire trip chain for the survey period for each vehicle. This took the form of:

REGISTRATION - TIME 1 - SITE 1 - TIME 2 - SITE 2 - TIME 3 - SITE 3 etc.

However, these trip chains were often made up of multiple trips, such as a commute to and from work. Therefore, this dataset was consolidated into two more manageable datasets for input in to Microsoft Power BI.

- 1) A total volumetric flow dataset
- 2) An origin-destination matrix

3.2.1 Total Volume Data

The raw data was reformatted so that there was no disaggregation by registration and all instances where vehicles were picked up by cameras were listed one after another (see Figure 3.1). This served as the database for the total volumetric dashboard to be created. This allowed for total vehicle volumes to be shown with the ability to filter by day, time, site location and vehicle class.

Class	Time	Site	Site Code	Direction	Location	Lat	Long	Time Range	Day
1	15:01:33	15 WBD	15	Westbound	15 A89 Westbound	55.940829	-3.409721	Inter Peak [09:00 - 16:00]	2
1	10:37:40	15 WBD	15	Westbound	15 A89 Westbound	55.940829	-3.409721	Inter Peak [09:00 - 16:00]	2
1	18:03:15	1 EBD	1	Eastbound	1 A904 Newton Eastbound	55.984668	-3.424623	Off Peak	2
1	11:49:19	15 WBD	15	Westbound	15 A89 Westbound	55.940829	-3.409721	Inter Peak [09:00 - 16:00]	2
1	13:25:03	15 WBD	15	Westbound	15 A89 Westbound	55.940829	-3.409721	Inter Peak [09:00 - 16:00]	2
3	16:58:23	3 WBD	3	Westbound	3 A904 Echline R'bt Westbound	55.983827	-3.405228	PM Peak [16:00 - 17:00]	2
1	10:45:24	15 WBD	15	Westbound	15 A89 Westbound	55.940829	-3.409721	Inter Peak [09:00 - 16:00]	2
1	08:30:59	15 WBD	15	Westbound	15 A89 Westbound	55.940829	-3.409721	AM Peak [08:00 - 09:00]	2
1	11:16:59	15 EBD	15	Eastbound	15 A89 Eastbound	55.940829	-3.409721	Inter Peak [09:00 - 16:00]	2
1	13:43:51	15 WBD	15	Westbound	15 A89 Westbound	55.940829	-3.409721	Inter Peak [09:00 - 16:00]	2
1	13:07:47	15 WBD	15	Westbound	15 A89 Westbound	55.940829	-3.409721	Inter Peak [09:00 - 16:00]	2
1	16:10:22	15 WBD	15	Westbound	15 A89 Westbound	55.940829	-3.409721	PM Peak [16:00 - 17:00]	2
1	11:08:07	11 NBD	11	Northbound	11 Queensferry Rd Northbound	55.957406	-3.402832	Inter Peak [09:00 - 16:00]	2
1	14:41:06	3 WBD	3	Westbound	3 A904 Echline R'bt Westbound	55.983827	-3.405228	Inter Peak [09:00 - 16:00]	2
1	17:26:13	3 WBD	3	Westbound	3 A904 Echline R'bt Westbound	55.983827	-3.405228	PM Peak [17:00 - 18:00]	2
1	17:45:51	3 WBD	3	Westbound	3 A904 Echline R'bt Westbound	55.983827	-3.405228	PM Peak [17:00 - 18:00]	2
1	08:35:10	11 SBD	11	Southbound	11 Queensferry Rd Southbound	55.957406	-3.402832	AM Peak [08:00 - 09:00]	2
1	07:23:34	15 EBD	15	Eastbound	15 A89 Eastbound	55.940829	-3.409721	AM Peak [07:00 - 08:00]	2
1	15:03:42	10 WBD	10	Westbound	10 Craigie's Farm Westbound	55.96878	-3.344229	Inter Peak [09:00 - 16:00]	2
1	14:45:00	15 WBD	15	Westbound	15 A89 Westbound	55.940829	-3.409721	Inter Peak [09:00 - 16:00]	2
2	13:46:26	3 WBD	3	Westbound	3 A904 Echline R'bt Westbound	55.983827	-3.405228	Inter Peak [09:00 - 16:00]	2
1	07:22:58	15 EBD	15	Eastbound	15 A89 Eastbound	55.940829	-3.409721	AM Peak [07:00 - 08:00]	2
1	09:30:56	10 WBD	10	Westbound	10 Craigie's Farm Westbound	55.96878	-3.344229	Inter Peak [09:00 - 16:00]	2
1	11:30:06	15 WBD	15	Westbound	15 A89 Westbound	55.940829	-3.409721	Inter Peak [09:00 - 16:00]	2

Figure 3.1 – Extract from Spreadsheet showing individual ANPR Data

3.2.2 Origin-Destination Data

Index	Reg	Class	OriginTime	OriginSite	DestinationTime	DestinationSite	Origin Time	Origin Site	Dest Time	Dest Site	Olocation	Dlocation	Time Period	Day
1	22290	1 -	-	-	-	-	14:11:58	15EBD			15	N/A	14:00 - 15:00	1
2	42615	1 -	-	-	-	-	11:21:21	15EBD			15	N/A	11:00 - 12:00	1
3	42615	1 -	-	-	-	-	14:20:24	15EBD			15	N/A	14:00 - 15:00	1
4	48802	1 -	-	-	-	-	11:33:05	15WBD			15	N/A	11:00 - 12:00	1
5	54836	1 -	-	-	-	-	08:35:24	15EBD			15	N/A	08:00 - 09:00	1
6	54839	1 -	-	-	-	-	10:24:40	1EBD			1	N/A	10:00 - 11:00	1
7	79097	2 -	-	-	-	-	09:58:31	15WBD			15	N/A	09:00 - 10:00	1
8	83095	1 -	-	-	-	-	12:34:09	15WBD			15	N/A	12:00 - 13:00	1
9	###0FRL	1 -	-	-	-	-	11:50:45	15EBD			15	N/A	11:00 - 12:00	1
10	###0GAO	1 -	-	-	-	-	07:23:30	15EBD			15	N/A	07:00 - 08:00	1
11	###10YB	1 -	-	-	-	-	10:14:52	2NBD			2	N/A	10:00 - 11:00	1
12	###2AZC	1 -	-	-	-	-	08:12:35	15WBD			15	N/A	08:00 - 09:00	1
13	###3LUB	3 -	-	-	-	-	11:04:35	11SBD			11	N/A	11:00 - 12:00	1
14	###3YEZ	1 -	-	-	-	-	08:10:44	8EBD			8	N/A	08:00 - 09:00	1
15	###4PHP	1 -	-	-	-	-	16:21:32	15WBD			15	N/A	16:00 - 17:00	1
16	###5CEV	1 -	-	-	-	-	14:17:49	15EBD			15	N/A	14:00 - 15:00	1
17	###5EFB	1 -	-	-	-	-	10:35:01	2NBD			2	N/A	10:00 - 11:00	1
18	###5K CZ	1 -	-	-	-	-	08:55:06	15WBD			15	N/A	08:00 - 09:00	1
19	###5MCU	1 -	-	-	-	-	16:54:08	15WBD			15	N/A	16:00 - 17:00	1
20	###5MHO	2 -	-	-	-	-	08:18:04	16SBD			16	N/A	08:00 - 09:00	1
21	###5ULX	1 -	-	-	-	-	07:23:36	15EBD			15	N/A	07:00 - 08:00	1
22	###6BKL	1 -	-	-	-	-	13:23:28	15WBD			15	N/A	13:00 - 14:00	1

Index	Reg	Class	OriginTime	OriginSite	DestinationTime	DestinationSite	Origin Time	Origin Site	Dest Time	Dest Site	Olocation	Dlocation	Time Period	Day
47393	SK15FGZ	1	07:01:33	13NBD	07:54:30	6SBD	07:01:33	13NBD	07:03:24	12WBD	13	12	07:00 - 08:00	1
47393	SK15FGZ	1	07:01:33	13NBD	07:54:30	6SBD	07:03:24	12WBD	07:29:00	6NBD	12	6	07:00 - 08:00	1
47393	SK15FGZ	1	07:01:33	13NBD	07:54:30	6SBD	07:29:00	6NBD	07:54:30	6SBD	6	6	07:00 - 08:00	1
47394	SK15PGE	1	13:24:23	10WBD	13:46:50	15EBD	13:24:23	10WBD	13:29:13	14WBD	10	14	13:00 - 14:00	1
47394	SK15PGE	1	13:24:23	10WBD	13:46:50	15EBD	13:29:13	14WBD	13:33:14	13SBD	14	13	13:00 - 14:00	1
47394	SK15PGE	1	13:24:23	10WBD	13:46:50	15EBD	13:33:14	13SBD	13:46:50	15EBD	13	15	13:00 - 14:00	1
47395	SK15SFX	1	08:39:44	7WBD	08:50:25	1WBD	08:39:44	7WBD	08:43:22	4SBD	7	4	08:00 - 09:00	1
47395	SK15SFX	1	08:39:44	7WBD	08:50:25	1WBD	08:43:22	4SBD	08:49:43	3WBD	4	3	08:00 - 09:00	1
47395	SK15SFX	1	08:39:44	7WBD	08:50:25	1WBD	08:49:43	3WBD	08:50:25	1WBD	3	1	08:00 - 09:00	1
47396	SK15SFX	1	17:48:49	1EBD	17:56:27	7EBD	17:48:49	1EBD	17:51:16	3EBD	1	3	17:00 - 18:00	1
47396	SK15SFX	1	17:48:49	1EBD	17:56:27	7EBD	17:51:16	3EBD	17:52:37	4NBD	3	4	17:00 - 18:00	1
47396	SK15SFX	1	17:48:49	1EBD	17:56:27	7EBD	17:52:37	4NBD	17:56:27	7EBD	4	7	17:00 - 18:00	1
47397	SK15ULH	1	12:48:13	8WBD	13:22:49	8EBD	12:48:13	8WBD	12:50:03	7WBD	8	7	12:00 - 13:00	1
47397	SK15ULH	1	12:48:13	8WBD	13:22:49	8EBD	12:50:03	7WBD	13:19:30	7EBD	7	7	12:00 - 13:00	1
47397	SK15ULH	1	12:48:13	8WBD	13:22:49	8EBD	13:19:30	7EBD	13:22:49	8EBD	7	8	13:00 - 14:00	1
47398	SK15URY	1	15:11:12	3EBD	15:29:42	8EBD	15:11:12	3EBD	15:12:18	4NBD	3	4	15:00 - 16:00	1
47398	SK15URY	1	15:11:12	3EBD	15:29:42	8EBD	15:12:18	4NBD	15:22:52	5EBD	4	5	15:00 - 16:00	1
47398	SK15URY	1	15:11:12	3EBD	15:29:42	8EBD	15:22:52	5EBD	15:29:42	8EBD	5	8	15:00 - 16:00	1
47399	SK15VYA	1	12:39:10	8WBD	12:49:21	3WBD	12:39:10	8WBD	12:44:02	5WBD	8	5	12:00 - 13:00	1
47399	SK15VYA	1	12:39:10	8WBD	12:49:21	3WBD	12:44:02	5WBD	12:45:27	4SBD	5	4	12:00 - 13:00	1
47399	SK15VYA	1	12:39:10	8WBD	12:49:21	3WBD	12:45:27	4SBD	12:49:21	3WBD	4	3	12:00 - 13:00	1
47400	SK15XCU	1	14:21:39	3EBD	15:20:08	3WBD	14:21:39	3EBD	14:22:42	4NBD	3	4	14:00 - 15:00	1

Table 3.2 – Extract from Spreadsheet Model showing Origin Destination Data

The origin destination dashboard was created by taking each trip chain and dividing it up into individual origin destination pairs as seen in Figure 3.4. For example, if a particular car had been picked up at several cameras in one day then that trip would be reformatted as follows:

Reg	Origin Time	Origin Site	Dest Time	Dest Site
EG REG	Time 1	Site 1	Time 2	Site 2
EG REG	Time 2	Site 2	Time 3	Site 3
EG REG	Time 3	Site 3	Time 4	Site 4

3.3 Presentation of Data

Microsoft Power Bi was used to present the data in a dashboard format. The first of these used the total volume data in section 3.2.1 to create the dashboard shown in Figure 3.3. This allows users to interact with charts and filters to examine the data and calculate the total volume of vehicles passing a point for a particular day and time frame.

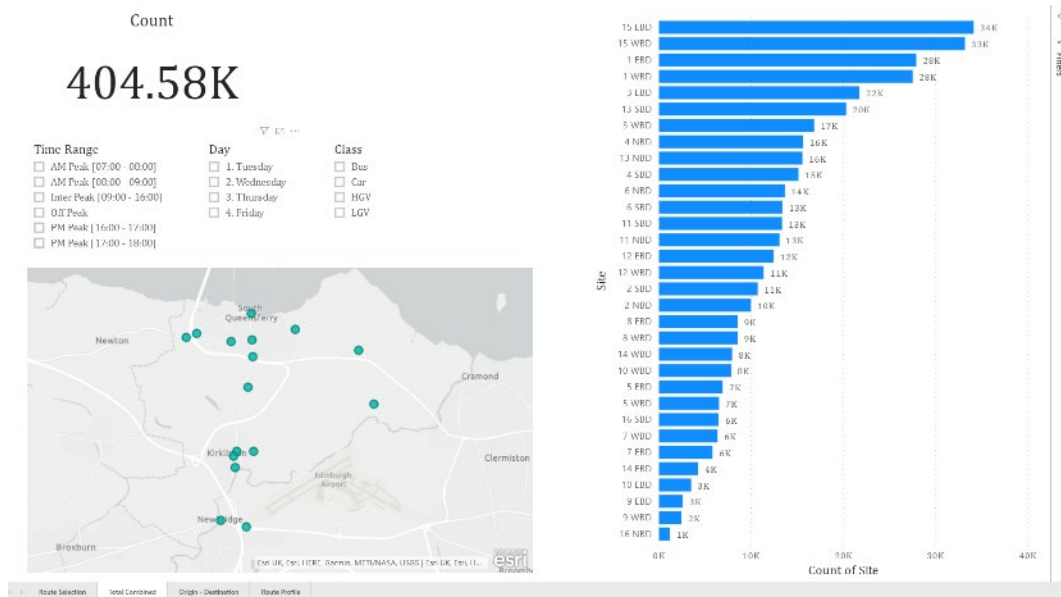


Figure 3.3 – Total Volume Dashboard Screenshot

The second dashboard is connected to the origin destination data and is presented through Microsoft BI as shown in Figure 3.4. This allows users to pick two sites (labelled ‘origin’ and ‘destination’ although they are not necessarily the first and last site in a whole trip chain) and calculate the number of vehicles that make this movement within a certain day and time period. This accounts for all trips on the network over the four days except for trips that were only picked up at one location. If the trip consisted of two sites then the origin destination dashboard will represent that exact trip, if it consisted of three sites then the trip will be split into two origin destination movements, and so on.

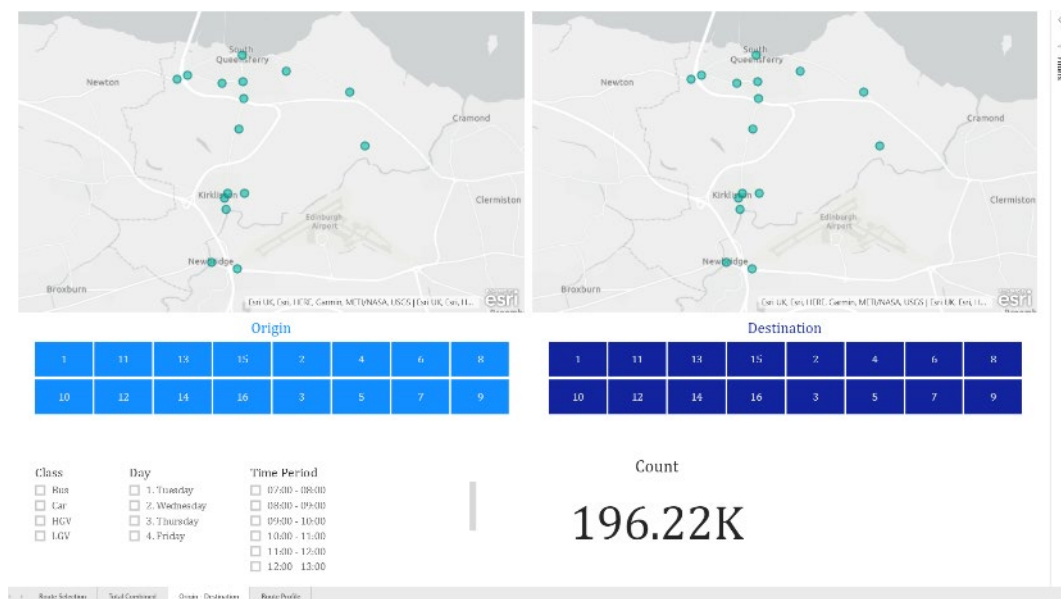


Figure 3.4 – Origin Destination Dashboard Screenshot

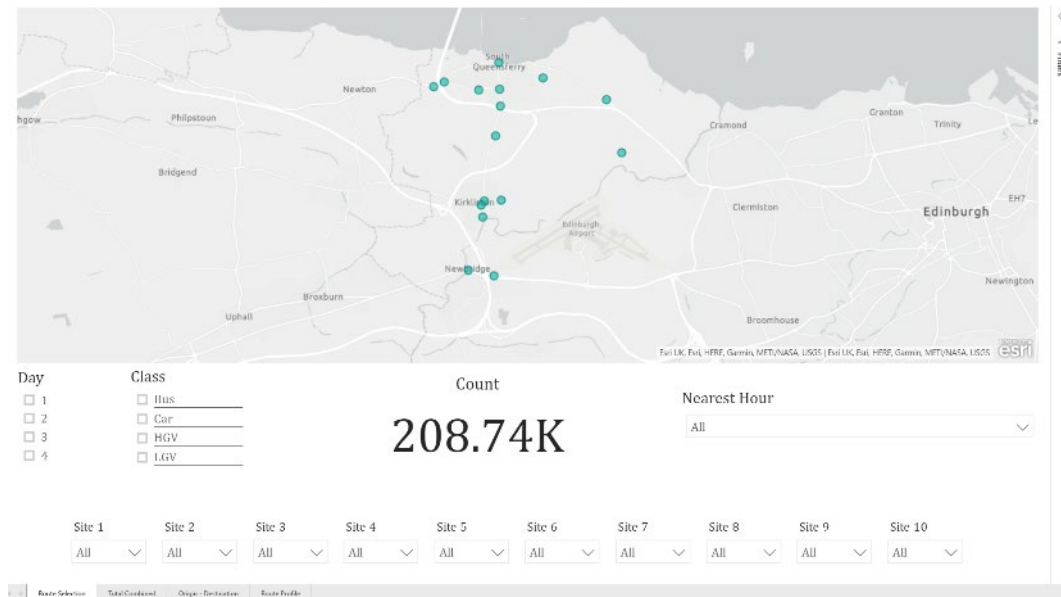


Figure 3.5 – Route Mapping Dashboard Screenshot

3.4 Targeted Routes and Outputs

Based on feedback from stakeholders and community council members, several key routes or areas of interest were identified for more detail investigation, these included:

- Kirkliston Crossroads Junction – Identify AM and PM peak period flows and percentage of strategic trips (trips which were initially captured on Builyeon Road, ANPR Site 3).
- South Queensferry:
 - Through Movements – Detail of trip origins/destinations for movements on High Street, Station Road/Dalmeny)
 - Inbound – where travelling from;
 - Outbound – where travelling to;
- Lochend Road – Identify AM and PM peak period flows and percentage of strategic trips (trips which were initially captured on Builyeon Road, ANPR Site 3).

3.4.1 Kirkliston Crossroads

The following tables provide a summary of the flows/movements passing through the Kirkliston Crossroad junction, along with the percentage of trips which have been identified as passing through ANPR site 3 on Builyeon Road.

Taking into consideration the location of the ANPR cameras, it is not feasible to generate all turning movements through the crossroads junction, however the primary focus for this exercise relates to the flow travelling southbound on the B800, approaching the crossroads from the North. By reviewing the ANPR data through consecutive sites, it is possible to show the turning movements and the percentage for the flow which started at Builyeon Road. It is assumed for the purpose of this exercise that all trips which were initially recorded at Builyeon Road (not recorded at Sites 1 or 2 previously), represent trips which exit the strategic network at the new Echline roundabout.

The southbound through movements account for trips recorded at Site 13 only, where some trips will be lost into residential areas and trips heading west into West Lothian – there is some debate on whether these trips should be treated as ‘strategic’ at this location or realistic trips on the local network.

	B800 Southbound right to Main St ←	B800 Southbound to Path Brae ↓	B800 Southbound left to Burnshot Rd →
Cars	621	1,724	115
LGV	55	229	14
HGV	11	43	1
Buses	18	20	0
Total	705	2,015	130
Percent of trips passing through Builyeon Rd	*11.3% (80 vehs)	*21.3% (430 vehs)	*12.3% (16)

B800 Southbound - Daily (4-day average) Flows

**The percentages are calculated only for movements between Builyeon Rd and Kirkliston Crossroad, and is not the proportion of all movements through the junction.*

	B800 Southbound right to Main St ←	B800 Southbound to Path Brae ↓	B800 Southbound left to Burnshot Rd →
Cars	110	653	24
LGV	14	81	3
HGV	3	12	1
Buses	7	6	0
Total	133	752	27
Percent of trips passing through Builyeon Rd	11.3% (15 vehs)	30.2% (227 vehs)	7.4% (2)

B800 Southbound - AM Peak 07:00-10:00 (4-day average) Flows

As illustrated in the above data, a large proportion of the overall southbound trips were record passing through ANPR site 3 before being detected at the Kirkliston crossroads junction. The overall scale of total traffic movements is relatively low, and therefore the percentage is notably high, both in terms of daily (22.5%) and AM Peak (26.8%) periods.

A similar exercise was undertaken for the northbound approach, again the turning movements and percentage of strategic trips, which subsequently travel through site 3 - Builyeon Road, have been identified by daily and in this case the PM Peak period (16:00-19:00) demands.

	Path Brae Northbound left to Main St ←	Path Brae Northbound to B800 ↑	Path Brae Northbound right to Burnshot Rd →
Cars	858	1,503	277
LGV	103	199	35
HGV	24	37	3
Buses	56	16	0
Total	1,041	1,754	315
Percent of trips passing through Builyeon Rd	n/a	13.9% (243 vehs)	n/a

Path Brae Northbound - Daily (4-day average) Flows

	Path Brae Northbound left to Main St ←	Path Brae Northbound to B800 ↑	Path Brae Northbound right to Burnshot Rd →
Cars	124	208	63
LGV	20	52	13
HGV	7	12	1
Buses	15	6	0
Total	166	277	76
Percent of trips passing through Builyeon Rd	n/a	26.7% (74 vehs)	n/a

Path Brae Northbound - PM Peak 16:00-19:00 (4-day average) Flows

In the northbound direction, the ANPR data suggests that approximately 14% of daily movements path through the crossroads junction in a northbound direction before being detected through ANPR Site 3 (discounting trips which subsequently passed through either Site 1 or Site 2). During the PM peak period, the proportion of trips increases to over 26% of movements. As noted for the southbound data, while the percentages are notably high, the overall flows are relatively low in terms of scale of movement. This does however suggest that ‘Strategic’ movements are passing through Kirkliston rather than continuing to use the M90 link between the New Echline Roundabout and Newbridge Roundabout.

3.4.2 South Queensferry Movements

This section considers the findings from the traffic surveys in the context to key roads within the town, as well as identifying the trip origins and destinations to better understand what movements are taking place.

In developing the dashboard of the traffic survey data, additional functionality was included which filter the selection criteria to select ANPR sites and map the movements which contribute to the overall flow. In this section, a number of key sites within South Queensferry have been interrogated in more detail, with the findings summarised below, in each case trips with matching origin and destination sites represent localised movements which never continued on to a subsequent camera:

The following table summarises the distribution of trips immediately before travelling through the High Street (ANPR Site 5), and immediately after. This information provides a breakdown for the flow components and identifies the general direction of trips.

Origin	Destination	4 Day Total	Average Day	%
5 – High St	2 – Bo’ness Rd	1241	310	15%
5 – High St	4 – Kirkliston Rd	2337	584	29%
5 – High St	5 – High St	1536	384	19%
5 – High St	7 – Station Rd	419	105	5%
5 – High St	8 – B924	2111	528	26%
2 – Bo’ness Rd	5 – High St	1471	368	17%
4 – Kirkliston Rd	5 – High St	2457	614	29%
5 – High St	5 – High St	1536	384	18%
7 – Station Rd	5 – High St	310	78	4%
8 – B924	5 – High St	2316	579	27%

ANPR Site 5 – High Street

The outputs illustrate a relatively equal split of trips leaving the High Street and travelling through either Kirkliston Road (leaving South Queensferry) and the B924 travelling towards Edinburgh. There is a similar pattern for trips returning though the High Street ANPR site.

Origin	Destination	4 Day Total	Average Day	%
7 – Station Rd	2 – Bo’ness Rd	274	69	4%
7 – Station Rd	3 – Builyeon Rd	115	29	2%
7 – Station Rd	4 – Kirkliston Rd	1913	478	27%
7 – Station Rd	5 – High Street	310	78	4%
7 – Station Rd	7 – Station Rd	880	220	12%
7 – Station Rd	8 – B924	3095	774	44%
2 – Bo’ness Rd	7 – Station Rd	234	59	3%
3 – Builyeon Rd	7 – Station Rd	164	41	2%
4 – Kirkliston Rd	7 – Station Rd	1415	354	20%
5 – High Street	7 – Station Rd	419	105	6%
7 – Station Rd	7 – Station Rd	880	220	13%
8 – B924	7 – Station Rd	3395	849	49%

ANPR Site 7 – Station Road/Dalmeny

The distribution of trips travelling along Station Road is illustrated above, with a similar pattern identified to site 5 High Street. A high proportion of trip are link to the B924 to and from Edinburgh. These results are not unexpected given the routes available for trips originating in this area and travel either into Edinburgh (East) or west toward Fife or indeed West Lothian.

In addition to the above ‘internal’ sites, stakeholder feedback also sought to understand the trips entering/leaving the town of South Queensferry. Similar to the above data, the component trips which contribute to the flows at each location are summarised below.

Origin	Destination	4 Day Total	Average Day	%
2 – Bo’ness Rd	1 – A904 Newton	2412	603	28%
2 – Bo’ness Rd	2 – Bo’ness Rd	1635	409	19%
2 – Bo’ness Rd	3 – Builyeon Rd	2028	507	24%
2 – Bo’ness Rd	4 – Kirkliston Rd	578	145	7%
2 – Bo’ness Rd	5 – High St	1471	368	17%
2 – Bo’ness Rd	6 – B800	71	18	1%
2 – Bo’ness Rd	7 – Station Rd	234	59	3%
2 – Bo’ness Rd	8 – B924	93	23	1%
1 – A904 Newton	2 – Bo’ness Rd	2754	689	32%
2 – Bo’ness Rd	2 – Bo’ness Rd	1635	409	19%
3 – Builyeon Rd	2 – Bo’ness Rd	1308	327	15%
4 – Kirkliston Rd	2 – Bo’ness Rd	845	211	10%
5 – High St	2 – Bo’ness Rd	1241	310	15%
6 – B800	2 – Bo’ness Rd	255	64	3%
7 – Station Rd	2 – Bo’ness Rd	274	69	3%
8 – B924	2 – Bo’ness Rd	74	19	1%

ANPR Site 2 – Bo-ness Road

Traffic using Bo'ness Road is shown to travel either west toward Newton (28% of trips leaving South Queensferry via Bo'ness Road), or eastbound toward Kirkliston via site 3. A high proportion of trips were identified as having both an origin and destination at Bo'ness Rd, without being picked up at any other ANPR sites. These trips are assumed to represent trips between South Queensferry and the strategic road network, via the new Echline roundabout junction.

The following table presents the data from ANPR site 4, located on Kirkliston Road, immediately north of the Tesco access roundabout on the B800.

Origin	Destination	4 Day Total	Average Day	%
4 – Kirkliston Rd	1 – A904 Newton	561	140	3%
4 – Kirkliston Rd	2 – Bo'ness Rd	845	211	5%
4 – Kirkliston Rd	3 – Builyeon Rd	3802	951	21%
4 – Kirkliston Rd	4 – Kirkliston Rd	5087	1272	28%
4 – Kirkliston Rd	5 – High St	2457	614	13%
4 – Kirkliston Rd	6 – B800	3755	939	20%
4 – Kirkliston Rd	7 – Station Rd	1415	354	8%
4 – Kirkliston Rd	8 – B924	142	36	1%
4 – Kirkliston Rd	11 – Queensferry Rd	233	58	1%
1 – A904 Newton	4 – Kirkliston Rd	163	41	1%
2 – Bo'ness Rd	4 – Kirkliston Rd	578	145	3%
3 – Builyeon Rd	4 – Kirkliston Rd	5534	1384	27%
4 – Kirkliston Rd	4 – Kirkliston Rd	5087	1272	25%
5 – High St	4 – Kirkliston Rd	2337	584	12%
6 – B800	4 – Kirkliston Rd	4005	1001	20%
7 – Station Rd	4 – Kirkliston Rd	1913	478	9%
8 – B924	4 – Kirkliston Rd	149	37	1%
11 – Queensferry Rd	4 – Kirkliston Rd	251	63	1%

ANPR Site 4 – B907 Kirkliston Road

There is a similar split of trips travelling through Kirkliston Road and being detected on Builyeon Road and indeed back through Kirkliston Road, the latter is assumed to represent local trips from South Queensferry and the Tesco store/retail park. There is also a consistent 20% of trips between Kirkliston Road and the B800 ANPR site, in both directions, which is assumed to represent commuter based travel from South Queensferry and Kirkliston (and onwards).

Looking to the east of South Queensferry, the following table presents the distribution of trips through the B924 ANPR camera.

Origin	Destination	4 Day Total	Average Day	%
8 – B924	2 – Bo’ness Rd	74	19	1%
8 – B924	4 – Kirkliston Rd	149	37	2%
8 – B924	5 – High St	2316	579	32%
8 – B924	7 – Station Rd	3395	849	48%
8 – B924	8 – B924	813	203	11%
8 – B924	9 – Milton Farm	62	16	1%
8 – B924	10 – Craigie’s Farm	99	25	1%
8 – B924	15 – A89	65	16	1%
2 – Bo’ness Rd	8 – B924	93	23	1%
4 – Kirkliston Rd	8 – B924	142	36	2%
5 – High St	8 – B924	2111	528	29%
7 – Station Rd	8 – B924	3095	774	43%
8 – B924	8 – B924	813	203	11%
9 – Milton Farm	8 – B924	332	83	5%
10 – Craigie’s Farm	8 – B924	147	37	2%
15 – A89	8 – B924	55	14	1%

ANPR Site 8 – B924 (west of A90 slips roads)

Almost 50% of trips identified passing along the B924 were subsequently detected on Station Road, which is a logical trip chain. While a large proportion of these trips are likely to represent local trips with a destination within the residential zone, the above summary can be interpreted with cognisance of the Station Road data reported previously.

3.4.3 Lochend Road Demands

Based on local knowledge of the network, and feedback from community council members, Lochend Road is noted to facilitate through movements feeding directly onto the A89 corridor. Similar to the above, a more detailed review of the ANPR data at site 16, Lochend Road is presented below, identifying the origins of trips passing through the site during the AM Peak period only.

Origin	Destination	4 Day Total	Average Day	%
16 – Lochend Rd	1 – A904 Newton	24	6	2%
16 – Lochend Rd	3 – Builyeon Rd	35	9	3%
16 – Lochend Rd	10 – Craigie’s Farm	58	15	5%
16 – Lochend Rd	11 – Queensferry Rd	15	4	1%
16 – Lochend Rd	12 – Main St	13	3	1%
16 – Lochend Rd	13 – Path Brae	411	103	32%
16 – Lochend Rd	15 – A89	405	101	31%
16 – Lochend Rd	16 – Lochend Rd	241	60	19%
1 – A904 Newton	16 – Lochend Rd	8	2	0%
3 – Builyeon Rd	16 – Lochend Rd	6	2	0%
10 – Craigie’s Farm	16 – Lochend Rd	2	1	0%
11 – Queensferry Rd	16 – Lochend Rd	118	30	2%
12 – Main St	16 – Lochend Rd	113	28	2%
13 – Path Brae	16 – Lochend Rd	4724	1181	87%
15 – A89	16 – Lochend Rd	196	49	4%
16 – Lochend Rd	16 – Lochend Rd	241	60	4%

ANPR Site 16 – Lochend Road

The daily profile of trips on Lochend Road is shown to split between Path Brae and the A89 (West of Newbridge Roundabout). The A89 trips are likely to represent a mix of return trips and localised circulation.

The majority of traffic detected on Lochend Road were initially detected on Path Brae, south of the Kirkliston Crossroads. The average daily flow between Path Brae and Lochend Road is 1,181 movements, representing 87% of all Lochend Road trips. With reference to the data reported for the Kirkliston Crossroads junction these trips are likely to include a mix of local traffic and trips which were initially detected on Builyeon Road – and for the purpose of this study are referenced as strategic trips.

4 Outcomes & Issues

4.1 Headlines

With reference to the original scope and study objectives, while there is evidence of some through movements which could have been made using the strategic road network, the magnitude of these is not considered to be significant.

Notwithstanding the magnitude of the flows, the proportion of trips using the local network, and specifically passing through the Kirkliston Crossroads junction is notable high, both in terms of daily demand and peak hours. There is also evidence of large movements between South Queensferry and Kirkliston, many of these being tidal in nature between the AM and PM peak periods, and therefore representative of commuter trips.

Given the operational concerns from residents and community groups, the survey data suggests that the majority of traffic movements are attributable to the local area, albeit with a notable contribution from trips strategic trips passing along Builyeon Road before passing straight through the Kirkliston Crossroads junction.

It is also important to note the scale of development and background growth that will be contributing to the observed network issues, where the focus of any intervention needs to reflect the nature of the trips and consider opportunities to encourage alternative modes of travel.

4.2 New Development and Infrastructure

In developing ideas and options for interventions to address current and potential future network issues, cognisance was given to known and committed development plans which may impact current conditions. This includes development within the immediate vicinity of the study area, but also development which may impact travel patterns through the local network.

One of the Core Development Areas (CDA) within West Lothian is around Winchburgh, with significant housing, educational and employment/commercial uses planned over the next 15 years. To support the scale of development, significant changes to the local transport infrastructure have been identified, with a new link road to Broxburn and the A89, new Motorway access to the M9 and plans for a new rail station on the existing Edinburgh – Glasgow line.

The Winchburgh development is anticipated to have a significant impact on Kirkliston and potentially South Queensferry in terms of traffic levels and route choice. With the proposed new infrastructure, vehicular traffic will have a direct access to the strategic road network, which will assist the development traffic but may also attract local trips. The overall balance of additional trips versus reassigned of existing trips is difficult to quantify, however any proposals in terms of Kirkliston and South Queensferry must take cognisance of the potential for considerable change over the longer term. On this basis, the justification and case for significant new infrastructure to assist vehicle movements through Kirkliston and South Queensferry is challenging, where more localised interventions and measures to encourage more sustainable travel would remain favourable.

In addition to the Winchburgh development, there are additional sites within the immediate vicinity of Kirkliston and South Queensferry which will have a direct impact on the current network. With the ongoing drive to satisfy housing demand in the area, the implementation of proposals which can influence mode choice and promote active travel from the outset should also be targeted.

4.3 Network Constraints & Issues

One of the key constraints in terms of delays and congestion during peak periods is the existing signal controlled crossroads junction in Kirkliston. Due to the developed nature of the town, the junction is constrained in terms of scope to increase capacity. The existing layout provides single lane approaches on all arms, with signal phasing having recently been amended to reflect the dominant flows. Both North and South approaches receive a dedicated green phase each, whereas East and West approaches run together. There is an all pedestrian phase, which is called on demand.

In terms of the level of demand and existing delays, there is minimal justification for significant infrastructure provision, to reduce congestion. Based on our own observations, there is considerable daily variation in the levels of queuing and delay at this crossroad junction, which may be a factor of both variation in flow, and frequency of pedestrian crossing use during the peak periods. This variation may also be contributing to local perceptions of the issues at this location, with any delays being judged relative to days when there is minimal queuing and delay for local trips. This variability will also impact journey time reliability, again relative to days when drivers experience minimal delay this may be considered as unacceptable for local trips.

Based on the traffic survey data, there is a notable variation during the Friday PM peak, with higher volumes recorded northbound through the crossroads, in comparison to other weekdays. While no data was available in relation to the operation of the strategic road network during the survey periods, based on local knowledge and site observations there can be higher levels of delay and queuing on the Queensferry Crossing northbound approach during the Friday PM peak. These conditions may be contributing to a variation in some route choice during this time period, again this will influence the 'average' PM peak condition through Kirkliston.

Within South Queensferry The Loan forms the main route into the town centre, which feeds the local road network. Notable routes within the town are Station Road and Newhalls Road, which run east west across the town. Station Road provides access to residential areas, primary schools, and the secondary school, as well as Dalmeny Rail Station. Station Road include traffic calming to enforce the speed limits, particularly in the vicinity of the schools. The car park at Dalmeny station is usually fully occupied during a weekday, and while site observations suggest some overspill parking in the local area, no data was available to confirm the current utilisation and profile of demands associated with the station.

Proposals to improve the circulation and use of Newhalls Road are currently being developed by CEC, with the view to reducing the level of vehicular traffic to the benefit of the urban environment and pedestrians. Any restriction to current

access and routing on Newhalls Road should take into consideration the potential for traffic reassignment, with suitable wayfinding signage to manage access to the waterfront area.

While the survey data suggests a low level of strategic traffic using the local routes through South Queensferry and Kirkliston, the proximity of the strategic network and access/egress opportunities will continue to facilitate such movements. The characteristics of the local network remain relatively car focused, with more emphasis on vehicle infrastructure in comparison to pedestrians and cyclists. In particular, we would highlight the A904 Builyeon Road and the B8000. Both routes provide straight, wide carriageways with narrow footways and poor cycle infrastructure.

Finally, following the opening of the new Queensferry Crossing, the Forth Road Bridge has functioned as a public transport corridor, providing a segregated route for buses, coaches, taxis and cyclists linking to Fife. This is supported by dedicated slip roads to the A90, allowing services to divert from the strategic network and serve the local area, however the service provision remains relatively modest and has limited penetration to the local communities in South Queensferry and Kirkliston.

5 Interventions

5.1 Evidence Based

As noted above, the ANPR survey data has been utilised to identify the scale of movements to, from and through Kirkliston and South Queensferry. While there is evidence of strategic trips passing through the local network the magnitude is not considered to be significant, relative to the overall level of traffic movements on the network. On this basis, the scale and type of interventions discussed in this section are mainly focused on optimising the existing infrastructure to facilitate and encourage more sustainable trips making, particularly journeys which are local to and between Kirkliston and South Queensferry. However, the opportunity to assist with access to the strategic network is also included, which may benefit the existing strategic movements which have been identified within the local network.

5.2 Option Development

5.2.1 Accommodate or Discourage

In the context of the local network operation, and based on the flows identified from the ANPR surveys, the development of interventions must take cognisance of local and national planning and transport policy. Interventions which are intended to accommodate the level of traffic and indeed providing additional road capacity may be contrary to policy and could lead to a release of suppressed demand reducing longer term benefits. The alternative approach is to focus on discouraging car use, both in terms of strategic trips passing through Kirkliston and South Queensferry and local trips which could be undertaken by walking, cycling and public transport. Discouraging car use, and providing better linkages for sustainable travel should be the focus for local authorities and local communities.

5.2.2 Kirkliston Crossroads

The current signal controlled crossroads in Kirkliston is noted to experience varying degrees of congestion and delay during peak periods. The current signal settings have been amended in recent years, however there is minimal scope to introduce additional physical capacity and therefore opportunity for more signal optimisation could provide a 'do-minimum' intervention, exploring the feasibility and potential for MOVA.

A more radical approach, and aligned with the idea of discouraging vehicle movements through Kirkliston, Drawings SK-001 and SK-002 illustrate the concept of removing signal control and returning the layout to a priority based arrangement. These options consider the difference between priority to through movements in either a north-south or east-west direction, while providing greater priority to pedestrians. These options will require more feasibility work to consider deliverability while accommodating public transport and larger goods

vehicles. However, the concept and challenge from these options is around defining an agreed strategy which either accommodates or discourages car use in and through the town.

5.2.3 A904, Builyeon Road

While we understand there is ongoing discussions with the developer of the residential site on Builyeon Road, the characteristics and configuration of this link is again orientated towards car users. There are clear opportunities to incorporate facilities to discourage through trips while facilitating active travel measures. The potential for additional development on the south side of Builyeon Road places further emphasis on the need to change the function of this route.

Drawings SK-003, SK-004 and SK-005 illustrate varying degrees of intervention aimed at discouraging through movements, while incorporating additional pedestrian and cycling infrastructure to rebalance the priority away from private car.

5.2.4 A90 Slip Roads

The bus only links to/from the A90 provide a high-quality experience for bus and coach journeys, however the utilisation of this infrastructure could be explored in the context of local access options. This has the potential to accommodate local trips, avoiding movements passing through Kirkliston and South Queensferry, however it is acknowledged that controlling the attraction of wider trip making should be assessed in the context of reassignment potential.

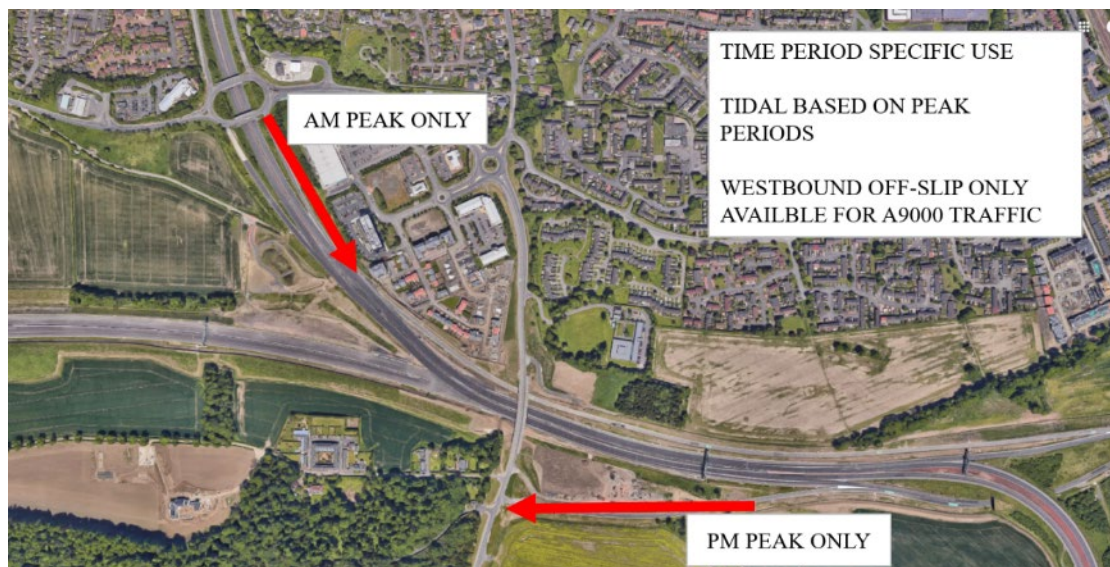


Figure 5.1 – A90 Slip Road Utilisation Option

5.2.5 Active Travel Provision

The offices of Arup are located at Scotstoun House, South Queensferry, with staff making use of the local transport network. Taking into consideration the local use and knowledge of the available transport network, the offices are considered to be limited in terms of connectivity and access to high quality walking and cycling routes between the office and surrounding amenities and facilities. This is deemed to reflect the wider community, where the lack of active travel provision is likely to influence mode of travel.

To fully appreciate the opportunity for active travel provision, an initial active travel audit was undertaken to assess current provision and identify areas where pedestrian and cyclists could be better facilitated, linking communities and key origins destinations across Kirkliston and South Queensferry. The active travel review report is included in Appendix A, highlighting several locations where current walking and cycling routes could be improved or enhanced, for both commuter and leisure based trip making.

6 Summary & Conclusions

6.1 Summary

The initial scope of this study was to consider travel patterns within and through Kirkliston, although this scope increased based on local input and concerns around vehicular demand across the wider local network and in particular through traffic in South Queensferry.

A key objective of this traffic study was to collate the necessary evidence of travel patterns across the network in order to understand the breakdown of origin destination movements.

Traffic survey data should provide factual evidence to map routes through the network and quantify the impact of through trips relative to local trip making.

Based on the traffic survey findings, and the modelling of origin destination trips, the impact from both committed development and potential future network changes should also be captured in terms of highlighting potential scope for interventions.

6.2 Conclusions

The survey data has highlighted the scale of trip making and routing of movements across the network, presenting initial outputs in terms of local origin destination trips and potential strategic trips passing through the study area. The overall findings suggest that there is evidence of some through movements which could be deemed as strategic, and while the scale of movement is relatively low, this does represent a notable proportion of the overall trips.

Based on the outputs, while there are some significant demands within the study area, the majority of these movements are local based. This would suggest that the local congestion and delays reported by local residents and discussed with the community council is linked with increased background demands, reflecting the additional housing and development within the local area.

This project has identified potential interventions, which are primarily aimed at reducing car use and encouraging shorter trip making by more sustainable modes, ideally walking and cycling within the local area where possible.

Given the scale of potential development within the surrounding area, this traffic study suggests that the focus for interventions should be on influencing and controlling demands within and through Kirkliston and South Queensferry, rather than increasing capacity through additional new infrastructure provision.

Figures



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

PI	12-06-18	AM	GM	GM
Issue	Date	By	Chkd	Appd

ARUP

Scottish House, South Queensferry
West Lothian, EH26 5SE
Tel: +44(0) 131 331 1999
www.arup.com

Scale: 1:10,000

Edinburgh Council

Job Title: **Kirkliston and Queensferry Traffic Study**

Queensferry to Newbridge Overview

Scale at A1: **1:10,000**

Job No: **72229-01** Drawing Status: **Issue**

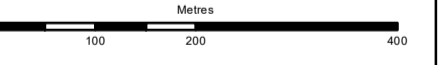
Drawing No: **72229-01** Issue

Figure 1a



©Copyright Information

PI	29-08-18	AM	GM	GM
Issue	Date	By	Chk	Appr



ARUP

Southview House, South Queensferry
West Lothian, EH35 9SE
Tel: +44(0) 131 521 1999
www.arup.com

Client
Edinburgh Council

Job Title
**Kirkliston and Queensferry
Traffic Survey**

**Queensferry
ANPR Locations**

Scale at A1
1:7,500
Job No: **262670-00** Drawing Status: **Issue**

Drawing No: **Figure 2b** Issue **P1**



©Copyright Information

PI	Date	By	Checked	Appr
P1	29-Oct-18	JM	GM	GM



ARUP

Southview House, South Queensferry
West Lothian, EH35 9SE
Tel: +44(0) 131 521 1999
www.arup.com

Client
Edinburgh Council

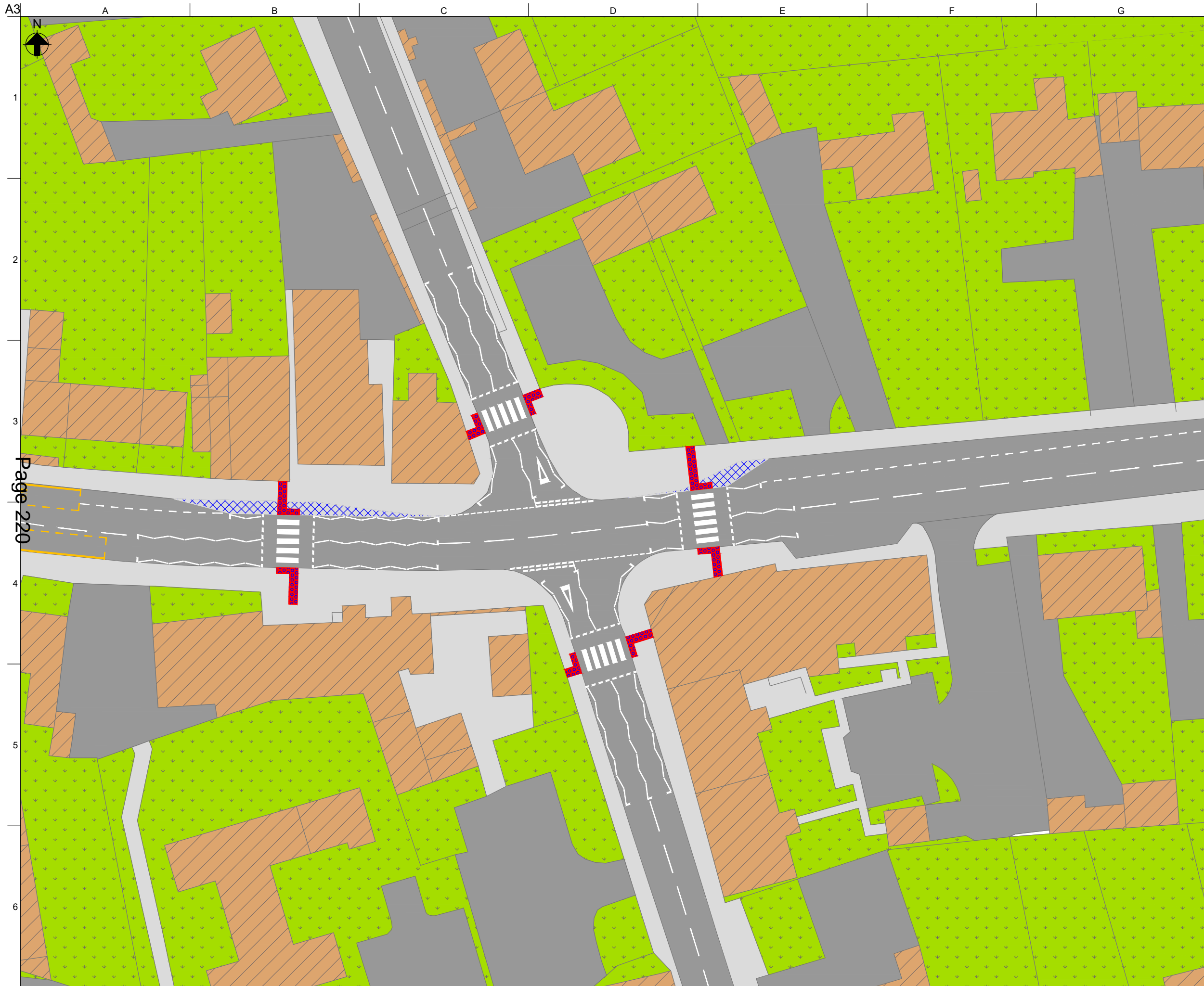
Job Title
**Kirkliston and Queensferry
Traffic Survey**

**Kirkliston and Newbridge
ANPR Locations**

Scale at A1	1:5,000
Job No.	262670-00
Drawing Status	Issue
Drawing No.	

Figure 1c

Drawings







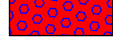
Page 220

Do not scale

Notes

- The OS background was received from City of Edinburgh Council on 19-11-2018.

Legend

-  Existing carriageway
-  Existing footway
-  Proposed footway
-  Existing buildings
-  Tactile paving

I1	21/11/18	AM	DM	GM
Issued for Information				
Rev	Date	By	Chkd	Appd

ARUP

Scotstoun House, South Queensferry
West Lothian, EH30 9SE
T +44(0)131 331 1999
www.arup.com

Client
City of Edinburgh Council

Project Title
Kirkliston and Queensferry
Traffic Study

Drawing Title
Kirkliston Junction Arrangement
Option 1

Scale at A3 1:500

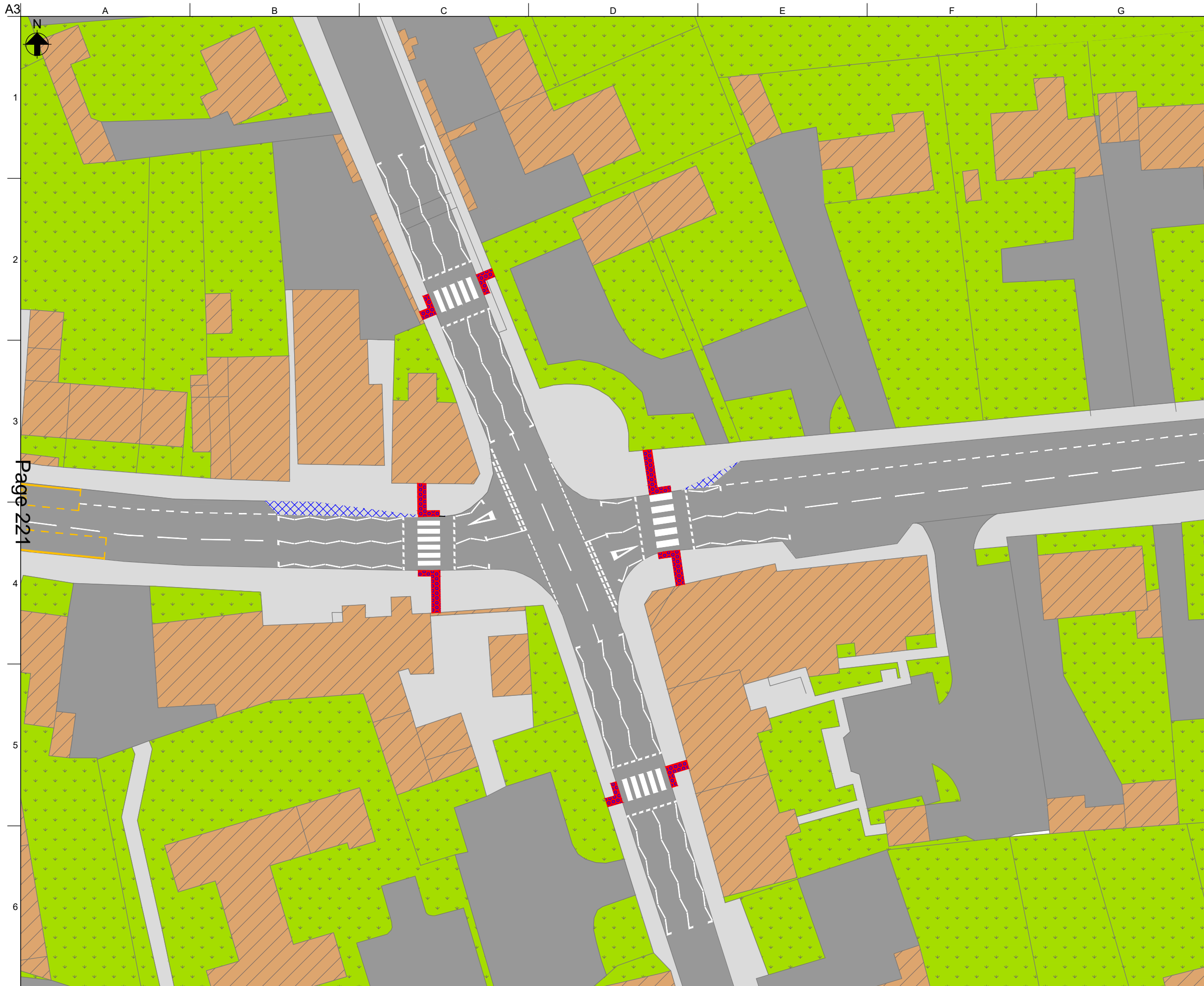
Role
Civil

Suitability
Information

Arup Job No 264022-00	Rev I1
---------------------------------	------------------

Drawing No
262670-ARP-SK-001

J:\260000\262000\262670-0004 DELIVERABLES\4-03 Drawings\4-03-06 Trans\262670-ARP-SK-001.dwg 27 Nov 2018 09:55:10



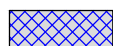

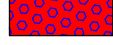


Page 221

Notes

- The OS background was received from City of Edinburgh Council on 19-11-2018.

Legend

-  Existing carriageway
-  Existing footway
-  Proposed footway
-  Existing buildings
-  Tactile paving

I1	21/11/18	AM	DM	GM
Issued for Information				
Rev	Date	By	Chkd	Appd

ARUP

Scotstoun House, South Queensferry
West Lothian, EH30 9SE
T +44(0)131 331 1999
www.arup.com

Client
City of Edinburgh Council

Project Title
Kirkliston and Queensferry
Traffic Study

Drawing Title
Kirkliston Junction Arrangement
Option 2

Scale at A3 1:500

Role
Civil

Suitability
Information

Arup Job No 264022-00	Rev I1
---------------------------------	------------------

Drawing No
262670-ARP-SK-002



Page 222

- Notes**
- The OS background was received from City of Edinburgh Council on 19-11-2018.
 - All dimensions are in metres unless specified otherwise.

Legend

	Existing carriageway
	Existing footway
	Existing buildings
	Existing road markings
	Proposed road markings

Proposed speed cushion

Rev	Date	By	Chkd	Appd
I1	22/11/18	AM	DM	GM

Issued for Information

ARUP
 Scotstoun House, South Queensferry
 West Lothian, EH30 9SE
 T +44(0)131 331 1999
 www.arup.com

Client
 City of Edinburgh Council

Project Title
 Kirkliston and Queensferry
 Traffic Study

Drawing Title
 A904 Traffic Calming
 Option 1 - Speed Cushions

Scale at A1	1:1250
Role	Civil
Suitability	Information
Arup Job No	262670-00
Name	262670-ARP-SK-003
Rev	I1

Do not scale

© Arup

I:\global\engineering\Edinburgh\Jobs\262670-00\04 DELIVERABLES\4-03 Drawings\4-03-06 Transit\262670-ARP-SK-003.dwg 26 Nov 2018 17:27:35









Page 22/3

I:\global\engineering\Edinburgh\262670-004 DELIVERABLES\4-03 Drawings\4-03-06 Transit\262670-ARP-SK-004.dwg 26 Nov 2018 17:29:47

- Notes**
- The OS background was received from City of Edinburgh Council on 19-11-2018.
 - All dimensions are in metres unless specified otherwise.

Legend

	Existing carriageway		Existing road markings
	Existing footway		Proposed road markings
	Proposed footway		
	Existing buildings		

Rev	Date	By	Chkd	Appd
I1	22/11/18	AM	DM	GM

Issued for Information

ARUP

Scotstoun House, South Queensferry
West Lothian, EH30 9SE
T +44(0)131 331 1999
www.arup.com

Client
City of Edinburgh Council

Project Title
Kirkliston and Queensferry
Traffic Study

Drawing Title
A904 Traffic Calming
Option 2 - Road Narrowing

Scale at A1	1:1250
Role	Civil
Suitability	Information
Arup Job No	262670-00
Name	262670-ARP-SK-004
Rev	I1



Page 224

Notes

- The OS background was received from City of Edinburgh Council on 19-11-2018.
- All dimensions are in metres unless specified otherwise.

Legend

	Existing carriageway		Existing road markings
	Proposed carriageway		Proposed road markings
	Existing footway		
	Proposed footway		
	Existing buildings		

Rev	Date	By	Chkd	Appd
I1	22/11/18	AM	DM	GM

Issued for Information

ARUP
 Scotstoun House, South Queensferry
 West Lothian, EH30 9SE
 T +44(0)131 331 1999
 www.arup.com

Client
 City of Edinburgh Council

Project Title
 Kirkliston and Queensferry
 Traffic Study

Drawing Title
 A904 Traffic Calming
 Option 3 - Road Re-Alignment

Scale at A1	1:1250
Role	Civil
Suitability	Information
Arup Job No	262670-00
Name	262670-ARP-SK-005
Rev	I1

Appendix A

Active Travel Audit

City of Edinburgh Council
South Queensferry/Kirkliston
Active Travel Study

Draft 1 | 21 January 2019

This report takes into account the particular instructions and requirements of our client.

It is not intended for and should not be relied upon by any third party and no responsibility is undertaken to any third party.

Job number 262670-01

Ove Arup & Partners Ltd
Scotstoun House
South Queensferry
Edinburgh EH30 9SE
United Kingdom
www.arup.com

Contents

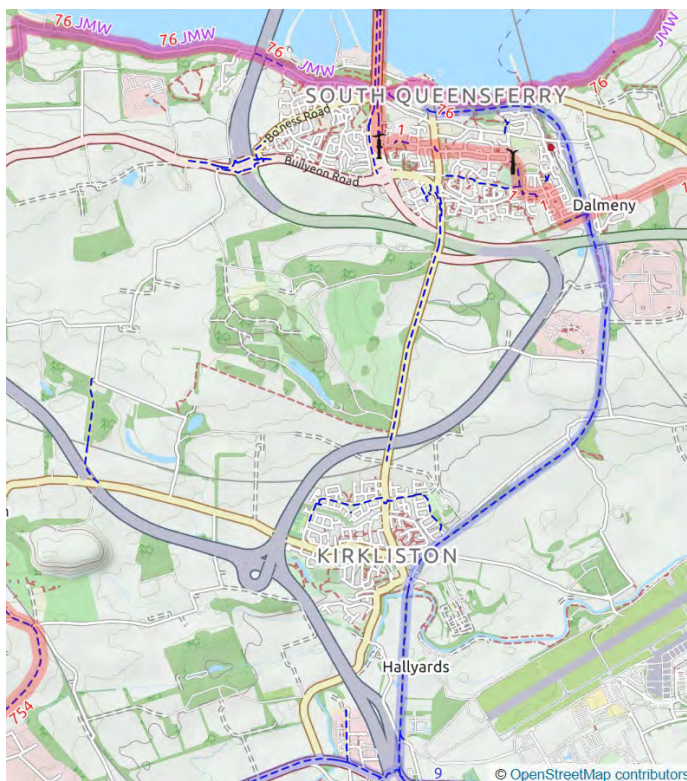
	Page	
1	Introduction	1
1.1	Background	1
2	Traffic Study Results	2
3	Identified Gaps in Active Travel	5
3.1	B800 between South Queensferry and Kirkliston	7
3.2	Northern Access to Kirkliston	7
3.3	B800/B907/Ferrymuir Roundabout	8
3.4	South Queensferry Centre via the B907	9
3.5	A904 between Forth Bridge Junctions	9
3.6	Cycle Link from Dalmeny to Newbridge	10
4	Proposed Improvements with Examples	11
4.1	B800 between South Queensferry and Kirkliston	11
4.2	Northern Access to Kirkliston	11
4.3	B800/B907/Ferrymuir Roundabout	12
4.4	South Queensferry Town Centre via B907	13
4.5	A904 Between Forth Bridge Junctions	13
4.6	Cycle Link from Dalmeny to Newbridge	13
5	Summary and Conclusions	14

1 Introduction

1.1 Background

Ove Arup & Partners Scotland Ltd (Arup) has been commissioned by City of Edinburgh Council (CEC) to undertake a traffic study within the Kirkliston and South Queensferry area. Part of this work has involved reviewing current active travel provision, with a view of identifying measures/interventions for encouraging active travel as a main mode of travel for short, everyday journeys. The area investigated is illustrated in Figure 1.

Figure 1 – Study area location



As highlighted in the traffic study report, there appears to be more local trips taking place than there are strategic trips, further details on this are provided in Section 1.2.

This report outlines where vehicle dependant local journeys could be reduced as a result of improved active travel provision within, as well as surrounding, Kirkliston and South Queensferry. The report structure is as follows:

- Chapter 2 - Traffic Study Results
- Chapter 3 – Identified Gaps in Active Travel
- Chapter 4 – Proposed Improvements with Examples
- Chapter 5 – Summary and Conclusions

2 Traffic Study Results

The Traffic Study Report identifies concerns and constraints in terms of the local road network operation and explores opportunities where these can be addressed. The traffic study concluded that more local trips than strategic trips take place in this area. An example of a strategic journey through South Queensferry can be seen in Figure 2 and Table 1 compared to a local journey via the B8000 in Figure 3 and Table 2.

Table 1 – Strategic journey vehicle trip count

Eastbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	22	20	13	9
0800-0900	8	10	2	1
16:00-1700	0	4	3	3
17:00-1800	1	1	1	2
Westbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	1	1	0	2
0800-0900	0	1	2	0
16:00-1700	5	4	4	9
17:00-1800	9	4	2	3

Figure 2 – Strategic trip route

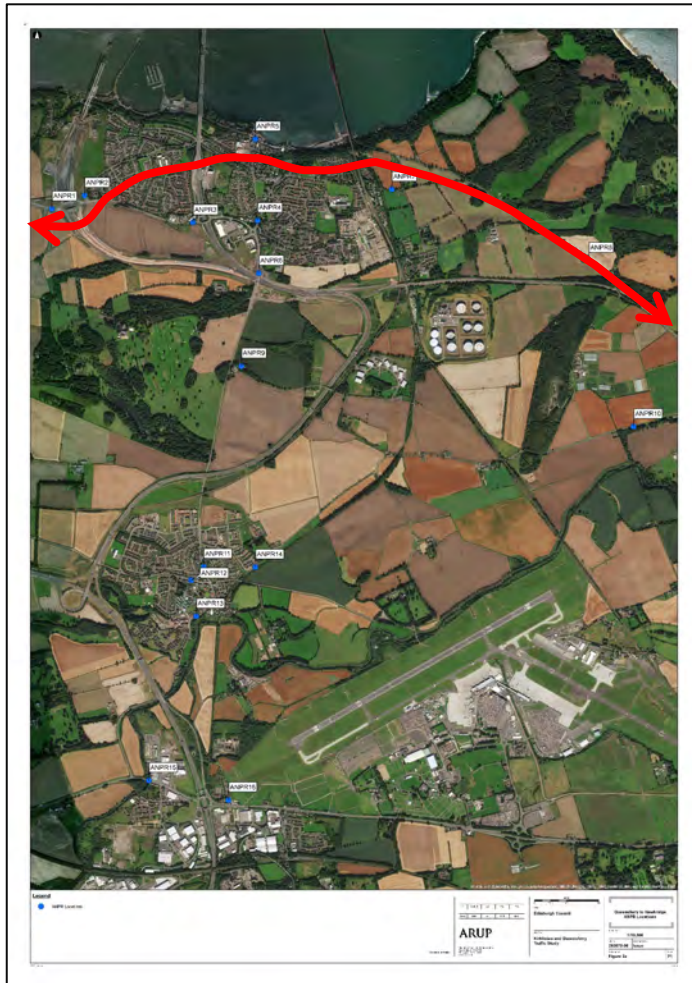
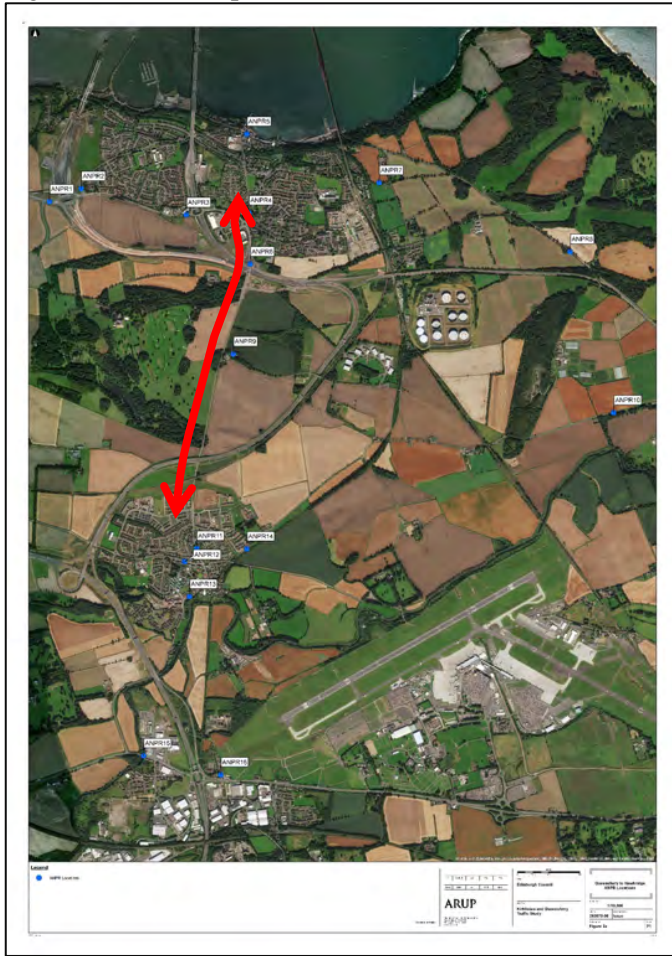


Table 3 – Local journey vehicle trip count

Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	34	35	3	54
0800-0900	50	57	12	57
16:00-1700	76	68	63	113
17:00-1800	95	77	81	91
Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	48	55	2	49
0800-0900	68	63	39	55
16:00-1700	52	50	60	61
17:00-1800	63	60	48	55

Figure 3 – Local trip route



3 Identified Gaps in Active Travel

While the main traffic study identify the key movements and scale of trip making by private car, one of the key outcomes was the scope for promoting more active travel, particularly between the communities of South Queensferry and Kirkliston. Based on these initial findings, it was agreed that Arup undertake a review of current active travel infrastructure and explore opportunities to deliver improvements to facilitate walking and cycling trips. Following a site walkover the following six locations were identified as potential areas for improvement in terms of active travel provision, to encourage more residents and visitors to travel actively for short journeys. Figures 4 and 5 exhibit the areas identified as requiring improvements in active travel infrastructure.

Figure 4 – Proposed areas of active travel infrastructure improvements in Kirkliston

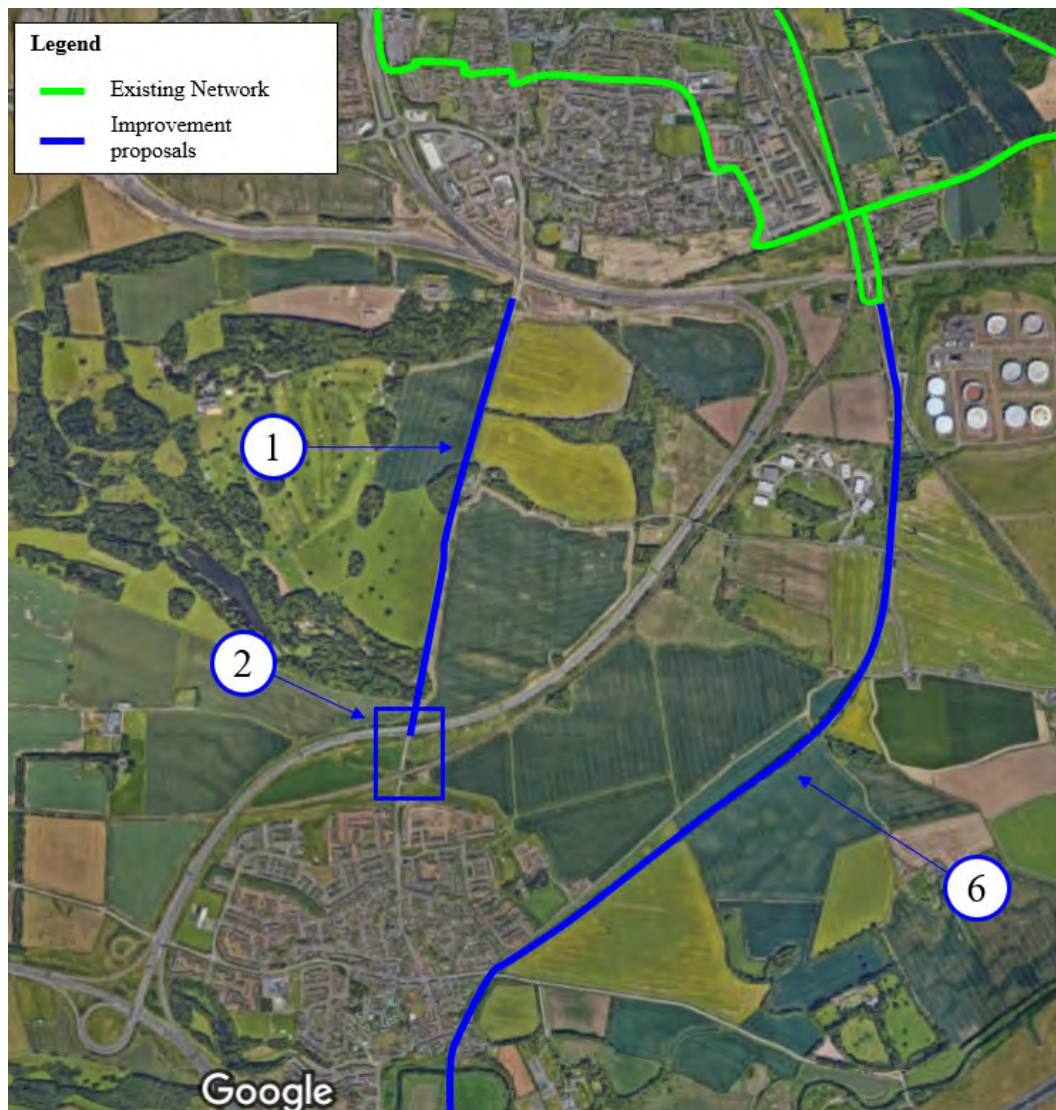
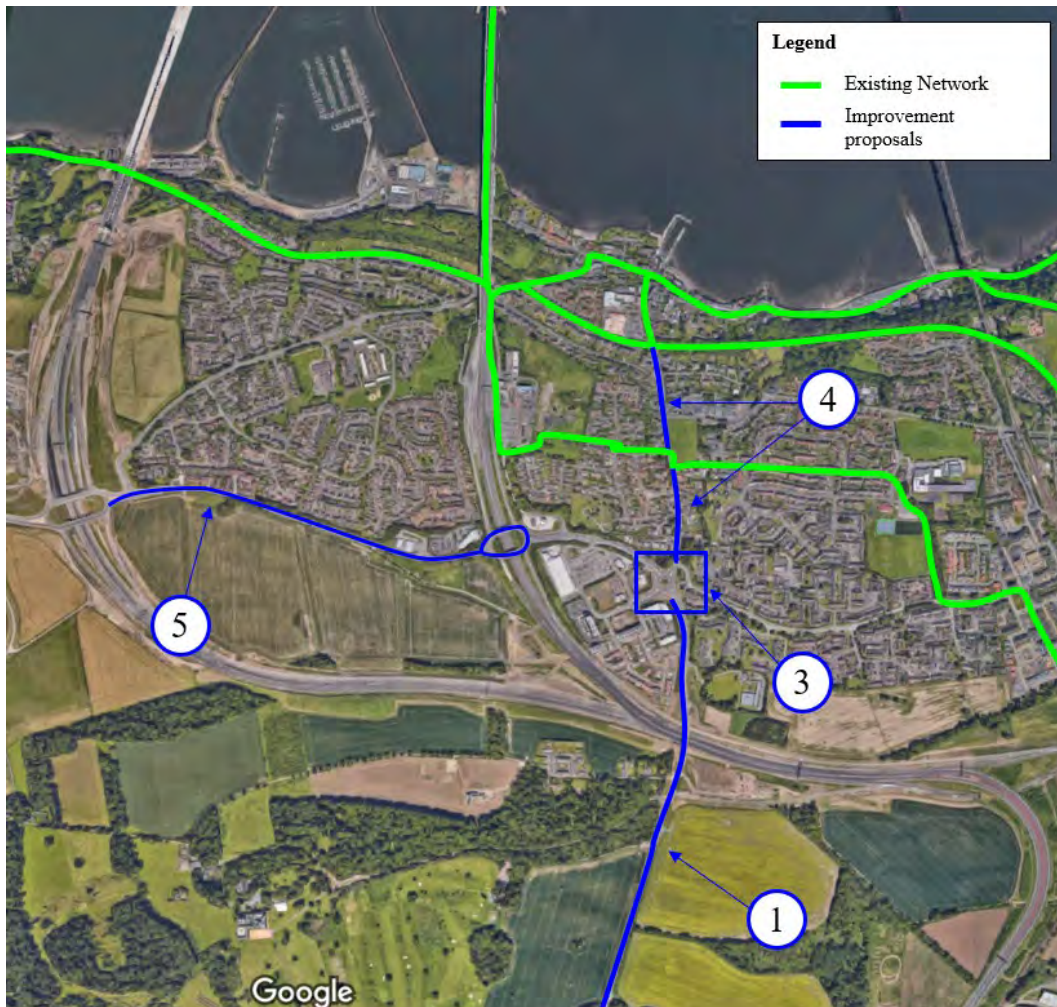


Figure 5 - Proposed areas of active travel infrastructure improvements in South Queensferry



With reference to Figure 4 and 5, the following six locations have been highlighted:

- 1- B800 between Kirkliston and South Queensferry
- 2- Northern Access to Kirkliston
- 3- B8000 / B907 / Ferrymuir Roundabout
- 4- South Queensferry Centre via B907
- 5- A904 Builyeon Road
- 6- Dalmeny to Newbridge Cycle Route

Each of these locations are discussed in more detail within the Section 3.1 – 3.6, detailing some of the constraints to active travel.

3.1 B8000 between South Queensferry and Kirkliston

The B8000 has a shared footway/cycleway running along the western side of the road between South Queensferry and Kirkliston. This route could be improved substantially in terms of signage and linage. The journey time between the north of Kirkliston and south of South Queensferry is approximately 9 minutes cycling and less than 30 minutes walking, which is a feasible journey for most abilities.

As can be seen in Figure 6 below, cyclists must dismount the kerb when approaching Kirkliston, leaving them to continue their journey on the main road. This may discourage individuals to use this route. As is also evidenced in Figure 6, the linage for cyclists is currently worn and could therefore create confusion for users.

Figure 7 shows the shared footway/cycleway with a view toward Kirkliston. It is evident that the path would benefit from improvements to make it more attractive to users of all abilities.

Figure 6 – Worn markings on B8000



Figure 7 – B8000 looking south to Kirkliston



3.2 Northern Access to Kirkliston

When entering Kirkliston, there is minimal active travel provision in place, particularly for cyclists. There is no infrastructure to link the shared footway/cycleway on the B8000 with the existing on-road cycle lanes heading towards Kirkliston town centre, as can be seen in Figure 8.

Given there is residential developments being introduced in this area, the area would benefit from improved linkages and crossings to allow pedestrians and cyclists to move safely between residential streets and local facilities.

Figure 8 – Lack of coherence between active travel provision in Kirkliston



3.3 B8000/B907/Ferrymuir Roundabout

There is currently a lack of signage directing pedestrians and cyclists towards national and local cycle routes when approaching the B8000/B907/Ferrymuir roundabout from the south. This may cause a level of uncertainty and could be discourage active travel uptake in this area. A view of what is existing from this approach can be seen in Figure 9.

Figure 9 - B8000 arm approach of B8000/B907/Ferrymuir Roundabout



3.4 South Queensferry Centre via the B907

When approaching South Queensferry town centre via the B907, there is limited signage to direct active travel users towards the National Cycle Route (NCR) 1 or the NCR 76 along the coast (Figure 10). A shared footway/cycleway forms part of the route to a number of local facilities, including Queensferry High School, the library, the local GP and Dalmeny railway station.

At the B907/Rosebery Avenue junction there is NCN signage, although this could create confusion for users as there are a number of junctions approaching this point.

The surface of the shared footway/cycleway on Viewforth Place is of poor quality and may discourage users. There is a toucan crossing on the B907 at this point, however cyclists are directed to use the carriageway, again potentially creating confusion for cyclists.

Figure 10 – B907 towards South Queensferry Figure 11 – B907/Rosebery Avenue



3.5 A904 between Forth Bridge Junctions

At present, there is a footway running along the northern side of Builyeon Road, with no infrastructure in place for cyclists. There is no formal crossing point from this footway to a bus stop located on the southern side of Builyeon Road, seen in Figure 12.

Planning permission has been granted for an 834-unit residential development to the south of Builyeon Road. As part of this development there is a proposed pedestrian/cycle route along Builyeon Road. This provides adequate linkage between residential developments to the west of the A904/B8000 roundabout but also heightens the need for improvements to be made in this area.

Figure 12 – Bus stop on Builyeon Road



3.6 Cycle Link from Dalmeny to Newbridge

There is an informal dirt cycle/footpath connecting Dalmeny to the roundabout at Newbridge. This is unsuitable for year-round usage as it is not well lit, and the surface is poor, making it an undesirable route in its current form.

4 Proposed Improvements with Examples

The following improvements are suggested for the locations identified, examples of these in practice have been given where appropriate.

4.1 B8000 between South Queensferry and Kirkliston

On the northern part of the route from South Queensferry there is a build-out (Figure 13) which has narrowed the road in an effort to reduce traffic speeds on the B800. This could be introduced for the full length of the shared footway/cycleway to create a safer environment for both pedestrians and cyclists.

An example of increased space given to active travel is Bears Way Cycle route in East Dunbartonshire, which follows the B8030 and A81 which have higher traffic flows than the B8000. This example provides evidence that making a route feel safe, through traffic calming measures and user separation, can increase active travel usage. More information can be found here - <https://www.eastdunbarton.gov.uk/bearsway>

Figure 13 – Traffic calming build-out on B8000



4.2 Northern Access to Kirkliston

As discussed in section 2.2, there is a missing link of cycling infrastructure when approaching Kirkliston from the north, between the B800 shared footway/cycleway and on-road cycle lanes. This gap would benefit from improved signage and the addition of on-road cycle lanes as there is insufficient space to build an off-road path. It is proposed that white lining similar to that of Gogar Station Road be

introduced, as displayed in Figure 14. Allocating cyclists their own space may encourage more individuals to cycle and would control vehicle speeds.

Furthermore, introducing a crossing, in the form of a central refuge, on the B8000 at this point will increase the safety of pedestrians.

Figure 14 – Gogar Station Road (Source: Google Maps)



4.3 B800/B907/Ferrymuir Roundabout

Guidance from Sustrans seen in Figure 15 below, supports the application of a raised crossing, this could be introduced on the southern arm (B8000) and will also reduce vehicle speeds on approach to the roundabout.

Figure 15 – Crossing guidance for cyclists from Sustrans

85 th percentile speed	Traffic flow (two way daily)	Type of crossing
< 30 mph	< 2,000	Cyclists have priority at side road - raised crossing
< 30 mph	< 4,000	Cyclists have priority mid-link-raised crossing

4.4 South Queensferry Town Centre via B907

The B907 would benefit from improved signage to better guide active travel users. Signage directing users to the local facilities would be useful for those wishing to travel for short, local journeys.

Improvements to the shared footway/cycleway surface, as well as introducing linage to better guide users may encourage more people to use this route whilst eliminating confusion. Dropped kerbs could be introduced to allow cyclists to join the cycleway to cross at the toucan crossing.

4.5 A904 Between Forth Bridge Junctions

The first proposal would be to widen the footway, creating a shared footway/cycleway along Builyeon Road, with crossing points installed where necessary. This would be the preferred option as both pedestrians and cyclists would be segregated from vehicle traffic, which may encourage more people to travel actively.

Another option would be to have the footway remain as is, with cycle lanes added to the road in both directions, again with crossing points installed where necessary.

4.6 Cycle Link from Dalmeny to Newbridge

This route could be improved by following the example of the Stanstead Cycle Path. This involved resurfacing, erecting new signage, and clearing overhanging vegetation. Further information on the Stanstead Cycle Path can be found here - <https://www.gov.uk/government/news/800k-stansted-cycle-path-upgrade-opens>. With similar improvements, this route could be a key link between South Queensferry, Dalmeny, Kirkliston and Newbridge.

5 Summary and Conclusions

The results of the traffic study report, which Ove Arup & Partners Scotland Ltd (Arup) were commissioned to undertake by the City of Edinburgh, revealed that there are more local trips taking place than there are strategic. In order to reduce the number of vehicles on the road, active travel opportunities require improvement. In this report, existing active travel issues were identified and proposals for improvements put forward..

There were six key areas which were identified within South Queensferry, Kirkliston and surrounding areas. These included the following:

- The B8000 between South Queensferry and Kirkliston
- The northern access to Kirkliston
- The B8000/B907/Ferrymuir Roundabout
- South Queensferry Town Centre via the B907
- The A904 Between between Forth Bridge Junctions
- Cycle Link from Dalmeny to Newbridge

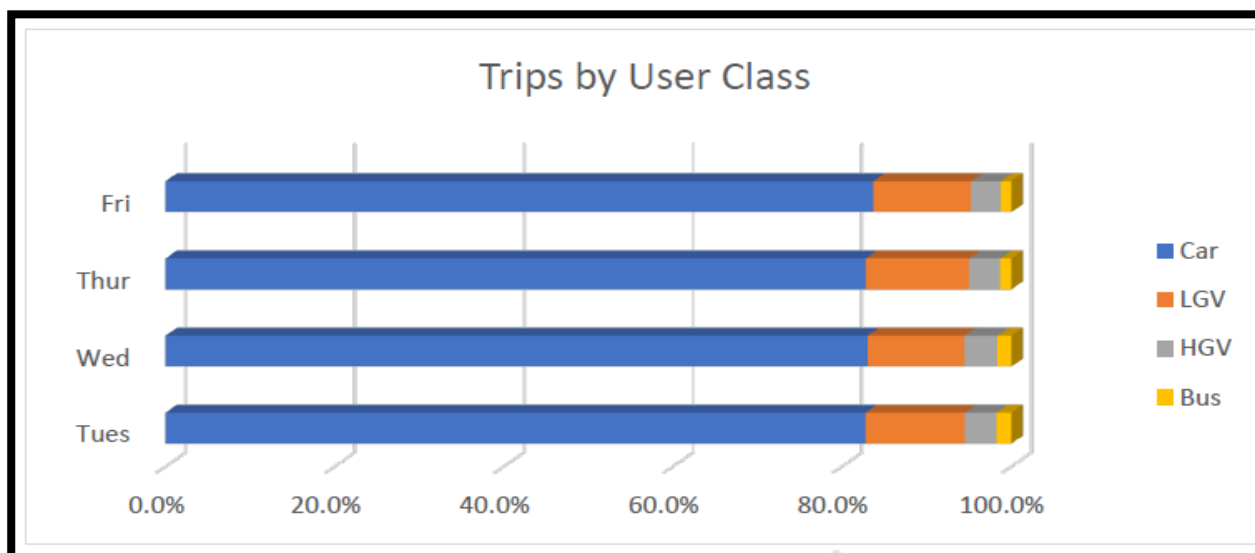
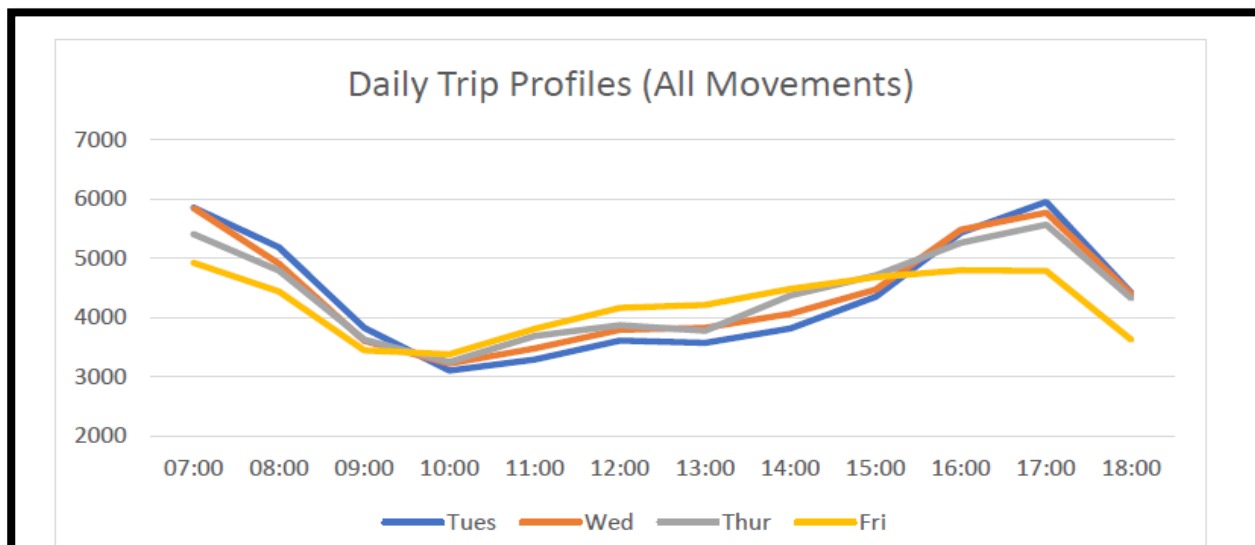
Potential improvements include relatively low-cost changes, such as the addition of signage and signage. However, additional improvements could be made through minimal infrastructure improvements, including a raised crossing and a build-out on the B8000 shared footway/cycleway.

It would be expected that with the proposed changes made that active travel would be a more appealing mode of travel for residents and visitors, thereby reducing vehicle numbers on the road in the immediate vicinity.

Map of study area



Data results sample



B800 (11 & 6)

Northbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	101	117	14	159
0800-0900	137	118	49	151
16:00-1700	236	235	243	410
17:00-1800	237	241	265	368
Southbound Trips				
	Tuesday	Wednesday	Thursday	Friday
0700-0800	271	296	239	240
0800-0900	217	224	240	201
16:00-1700	155	164	184	188
17:00-1800	190	211	187	165

Suggested Kirkliston Crossroads layout



Transport and Environment Committee

10.00am, Thursday, 5 December 2019

Gilmore Place Driveway Parking Overhanging Footway – Response to Motion

Executive/routine	Routine
Wards	11
Council Commitments	27

1. Recommendations

- 1.1 It is recommended that the Committee:
 - 1.1.1 notes the contents of the report; and
 - 1.1.2 discharges the [approved motion](#) of the South East Locality Committee on 21 January 2019.

Paul Lawrence

Executive Director of Place

Contact: Steven Cuthill, South East Locality Transport and Environment Manager

E-mail: steven.cuthill@edinburgh.gov.uk | Tel: 0131 529 5043

Gilmore Place Driveway Parking Overhanging Footway – Response to Motion

2. Executive Summary

- 2.1 Gilmore Place is a residential street in the city centre ward. Over several years, property owners have created parking spaces replacing front gardens along Gilmore Place that are accessed by driving across the footway. Some vehicles subsequently overhang the public footway, which causes an obstruction of the footway adjacent to a busy road due to insufficient depth of garden space.
- 2.2 Converting front gardens into off-street parking spaces is commonplace across the city.
- 2.3 The average car length is around 4.5 metres. Some smart cars can be around 2.5 metres in length and some executive saloons are over five metres.
- 2.4 The Council has some powers to resolve the issue of pavement parking. Following Royal Assent, the Transport (Scotland) Bill may offer additional assistance in dealing with some pavement parking issues currently not addressed. The legal definition of the “road” includes the footway. However, the Council has limited powers to resolve the issue of vehicles overhanging the footway where no wheels are on the road.
- 2.5 The Committee is requested to discharge the motion by Councillor Mowat approved by the South East Locality Committee on 21 January 2019 that requested a report setting out what enforcement regimes (planning, parking and regulatory) are available to the Council to enable free access along the footway for pedestrians. This report is passed to the Committee following the dissolution of Locality Committees earlier this year.

3. Background

- 3.1 Gilmore Place is a street in the Tollcross area of the city and lies within the Marchmont, Meadows and Bruntsfield Conservation Area. The street is mainly residential with tenemental and individual dwellings with several sections of business/retail properties with frontages.

- 3.2 Gilmore Place lies within two residential parking zones: Zone 8 of the Central Area Controlled Zone (CACZ) (about 70% of bays are for residents parking) and Zone S3 (which is mostly providing residential parking bays).
- 3.3 Throughout the street many residents and guest houses with front gardens have converted some or all their garden to allow for off-street parking.
- 3.4 In some instances, the depth of garden space available for parking is limited and vehicles often overhang the footway. This presents an obstacle for pedestrians.

4. Main report

- 4.1 Pavement parking has been a well-documented issue throughout the city. As demand for on-street parking and parking charges increases, there is also a demand on creating private off-street parking by converting front gardens.
- 4.2 Some residents in Gilmore Place have converted their gardens into parking areas, despite not having sufficient depth to ensure that all sizes of private motor vehicles adequately clear the footway when parked. Gilmore Place is not unique in this respect, with many other locations across the city also affected, causing inconvenience to pedestrians, people in wheelchairs or on mobility scooters, people with visual impairments, and people with prams or pushchairs.
- 4.3 The Highway Code rule 244 states that drivers should not park partially or wholly on the pavement unless signs permit it. There is also some legislation covering parking issues.
- 4.4 The following sets out the legislation and powers of the Council in relation to pavement (or footway) parking.

Current Legislation - Planning

- 4.5 The Council's Planning Guidelines for Householders (February 2019) suggests that parking in front gardens will not normally be allowed in a conservation areas or listed buildings, where loss of original walls or railings and the creation of a hard surface would have an adverse effect on the character and setting of the area, or a listed building and its special architectural or historic interest. A building warrant is also needed where the hard-paved area is more than 200 square metres.
- 4.6 Hard surfaces between houses within conservation areas or within the curtilage of a listed building and the road are not permitted development. Similarly, if the hard surface is not either made of a porous material or designed to let water run off onto a porous area, planning permission is required.
- 4.7 Planning Guidelines for Householders does provide planning guidance for access and parking. The guidance suggests "a parking space will normally be allowed if the front garden is at least six metres deep, with a maximum area of 21 square metres or 25% of the front garden, whichever is the greater. The design should be such as to prevent additional parking on the remainder of the garden area, e.g. by using kerbs, planting boxes or changes of level. The access should not be wider

than three metres.” There are many parking spaces and driveways throughout the city that do not meet these guidelines.

- 4.8 Planning may grant permission for driveway areas. Planning may place conditions on applications; however, such conditions are unlikely to restrict the size or type of motor vehicle that may utilise the space or to prevent overhanging of the footway as such conditions are not enforceable. Alternatively, there may be reasons for planning permission to be refused (e.g. because it does not address the requirements for water run-off). It is the applicant’s responsibility to apply for and obtain any other relevant permissions (e.g. to cross a footway) from the Council in its capacity as Roads Authority.

Current Legislation – Roads Legislation

- 4.9 Unless the pavement is lowered to permit access into a property, it is an offence to drive over the pavement.
- 4.10 There is no statutory definition of what constitutes an obstruction.
- 4.11 Section 72 of The Highway Act 1835 states an offence is committed by any person who wilfully rides “upon any footpath or causeway by the side of any road made or set apart for the use or accommodation of foot passengers”. While the definition applies to the act of driving on the footway, it does not specifically address overhanging vehicles from private gardens.
- 4.12 The Road Traffic Act 1988 (Section 22) states that it is an offence “if a person in charge of a vehicle causes or permits the vehicle or a trailer drawn by it to remain at rest on a road in such a position or in such condition or in such circumstances as to involve a danger of injury to other persons using the road.” While the definition of a road includes the footway, it does not specifically address overhanging vehicles from private gardens.
- 4.13 It is an offence to leave a vehicle in such a way as to cause an obstruction to other people. Section 99 of the Road Traffic Regulation Act 1984 and the Removal and Disposal of Vehicles Regulations 1986 (as amended) grant police constables powers to require the owner, driver, or person in charge of a vehicle which is causing an obstruction to other people (which includes pedestrians) to move that vehicle. A police constable can also arrange for such a vehicle to be removed if the person responsible will not move it or cannot be found, a charge will be made to the vehicle owner if the vehicle is removed.
- 4.14 Section 59 of the Roads (Scotland) Act 1984 states “nothing shall be placed or deposited in a road so as to cause an obstruction except with the roads authority’s consent in writing and in accordance with any reasonable conditions which they think fit to attach to the consent” and “be required by the roads authority or by a constable in uniform to remove the obstruction forthwith, and commits an offence if he fails to do so.” While the definition of a road includes the footway, it does not specifically address overhanging vehicles from private gardens.
- 4.15 Section 129(2) of the Road (Scotland) Act 1984 states “a person who, without lawful authority or reasonable excuse, places or deposits anything in a road so as to

obstruct the passage of, or to endanger, road users commits an offence". While the definition of a road includes the footway, it does not specifically address overhanging vehicles from private gardens. Section 129(8) of the Road (Scotland) Act 1984 states without prejudice to the subsection referred to in 4.13 above, a person commits an offence who, over or along a footway, places a shade, awning "or other projection" less than either or both:

- (a) 2.25 metres above the level of the footway;
- (b) 50 centimetres inwards from a carriageway.

The words shade and awning suggest that the offending structure must be affixed to a building and that it overhangs or juts out across a footway or carriageway. However, it cannot be applied overhanging vehicles.

Current Legislation – Parking Enforcement

- 4.16 Restrictions on waiting, loading, and unloading apply to Gilmore Place under The City of Edinburgh Council (Traffic Regulation; Restrictions on Waiting, Loading and Unloading and Parking Places) (Variation No 1) Order 2010 TRO/09/76.
- 4.17 Traffic orders are used to place single and double yellow lines and blips along sections of the road that are legally enforceable.
- 4.18 Parking Operations will carry out parking enforcement of parking infringements by way of issuing penalty notices. If vehicles are parked with one or more wheels on the footway, then enforcement action is currently available to the Council where there are restrictions in effect on the adjacent road. The parking enforcement applies on the road and across the footway to where it meets the adjacent property boundary.
- 4.19 In 2018/19, 984 parking tickets were issued in Gilmore Place. A further breakdown of figures for the period July to October 2019 is provided:
 - July – 97 parking tickets, 7 issued to vehicles parked on the footway, of these 1 was overhanging from a driveway.
 - Aug – 113 parking tickets, 4 issued to vehicles parked on the footway, 0 issued to vehicles overhanging from driveways.
 - September – 98 parking tickets, 1 issued to a vehicle on the footway and it was overhanging from a driveway.
 - October – 126 parking tickets, 5 issued to vehicles on the footway, including 2 for overhanging the driveway.

New Legislation

- 4.20 The Transport (Scotland) Bill for an Act of Parliament to prohibit the parking of vehicles on pavements and prohibit double parking was introduced by the Cabinet Secretary for Finance and Constitution, Derek Mackay MSP, on 8 June 2018. The Bill passed Stage 3 on 11 October 2019.
- 4.21 Chapter 4, Part 4 of the Transport (Scotland) Bill states that for the purposes of the pavement parking prohibition "a person must not park a motor vehicle on a pavement" and a motor vehicle is parked on a pavement if "it is stationary, and one

or more of its wheels (or any part of them) is on any part of the pavement” whether or not “the driver of the vehicle is in attendance at the vehicle” or whether or not “the engine of the vehicle is running”.

- 4.22 Various exemptions and conditions apply as outlined in the Bill (see background information for more information).
- 4.23 Contravention of a pavement parking prohibition can result in a penalty charge payable by the registered keeper of the motor vehicle.
- 4.24 The Bill is still to be submitted for Royal Assent, after which it becomes an Act of Scottish Parliament. There is no timeline for when the implementation of the legislation.

Summary

- 4.25 If vehicles are parked with one or more wheels on the pavement, then enforcement action is available to the Council where a vehicle is parked on the road.
- 4.26 If vehicles are parked with their wheels clear of the footway within a driveway but have portions of their bodywork overhanging the footway, then enforcement issues are likely to become a matter for the Police who would have to consider the extent of the obstruction and whether to take further action.
- 4.27 Planning may refuse permission although the applicant can appeal their decision. Planning cannot place conditions on approval over the length of vehicle or how a vehicle is parked as such conditions are not enforceable. It is therefore up to the applicant to be satisfied that they can legally park a vehicle in their driveway.

5 Next Steps

- 5.1 The Council will adopt changes that allow it to enforce any new legislative powers to assist with controlling illegal or inconsiderate parking.
- 5.2 Parking Operations enforce existing parking infringements.
- 5.3 A communications plan will be developed to raise the profile of improving parking along Gilmore Place. This will include an assessment of the issue that will lead to letters to premises where parking has been identified as a problem. As there are several guest houses in the area, it is worth considering timing any activity around May 2020 to coincide with the increase in guest house occupancy.
- 5.4 A similar approach will be taken to alert residents to the issue of inconsiderate parking and that this causes issues for pedestrians, wheelchair users, and others with mobility issues in terms of blocking footways. A similar approach will be taken that was used to tackle communal bins blocking footways.
- 5.5 Further work will be undertaken to ensure better links between Planning and Roads Authority functions around planning application considerations, permits and other access permissions to ensure where allowed that no permissions are granted where driveway depths are insufficient.

- 5.6 The conditions of the permit application for dropped crossings will be revised to assess whether there is sufficient driveway depth and adequate access before granting a permit. Insufficient driveway depth should be considered as a reason for refusal to grant permission.

6 Financial impact

- 6.1 There are no financial impacts associated with this report.

7 Stakeholder/Community Impact

- 7.1 The public will be required to comply with legislative changes that affect their ability to park vehicles in their street or at their home.
- 7.2 Any enforcement action improves the accessibility and safety of the road and footway network for pedestrians and other users.
- 7.3 Converting front gardens into areas of hard standing impacts on sustainable urban drainage, leading to increased flood risk, and reduces areas for wildlife. The planning guidelines aim to mitigate this impact.

8 Background reading/external references

- 8.1 [Decriminalised Traffic and Parking Enforcement in Edinburgh – report to Transport and Environment Committee 17 May 2018.](#)
- 8.2 [Sustainable drainage systems – A guide for local authorities and developers](#)
- 8.3 [Planning Guidelines for Householders.](#)
- 8.4 [Transport \(Scotland\) Bill as passed on 11 October 2019.](#)

9 Appendices

- 9.1 None.

This page is intentionally left blank

Transport and Environment Committee

10.00am, Thursday, 5 December 2019

Communal Bin Enhancement Update

Executive/routine	Executive
Wards	All
Council Commitments	C23, C25

1. Recommendations

- 1.1 It is recommended that Committee notes the content of this report and agrees to receive an update report every six months

Paul Lawrence

Executive Director of Place

Contact: Andy Williams, Waste and Cleansing Manager

E-mail: andy.williams@edinburgh.gov.uk | Tel: 0131 469 5660

Communal Bin Enhancement Update

2. Executive Summary

- 2.1 This committee report provides a progress update on the Communal Bin Review project and the governance arrangements.

3. Background

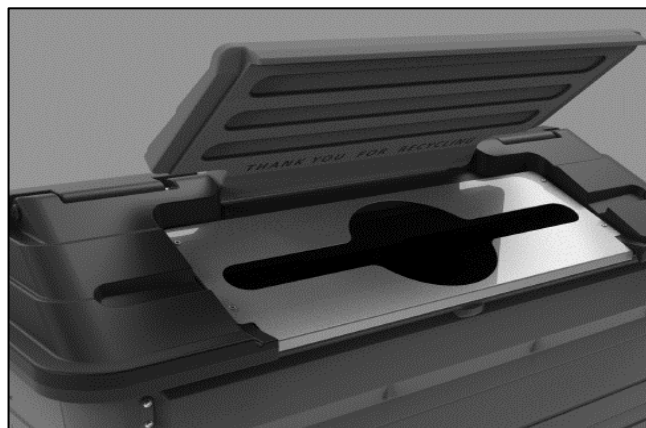
- 3.1 Across the City there are approximately 18,000 communal bins, ranging from 500L to 3200L in size. The frequency of collection varies but typically the vast majority of communal bins are serviced on a twice per week frequency.
- 3.2 There are a number of locations across the City where bins for residents to dispose of waste to landfill or energy from waste are prevalent but there is a lack of recycling infrastructure and this has a subsequent, negative impact upon the City's recycling performance.
- 3.3 There is a lack of public confidence in the communal collection system. Some locations clearly have particular recurrent issues in respect of overflowing bins and this is typically assumed to be due to failures in collection. Whilst on occasion this can be the case, there are numerous other factors that can result in overflowing bins. Issues such as trade waste abuse, double parking, the increasing proliferation of AirBnB, holiday lets/party flats, and highly transient population with a lack of engagement on waste management expectations are all additional factors.
- 3.4 In order to alleviate these issues Waste and Cleansing Services developed the Communal Bin Review project and this committee report provides a progress update on the project and its governance.

4. Main report

- 4.1 A Communal Bin Audit of the city-wide communal bins has been carried out to capture accurate information on the existing Waste assets. The communal bin audit has checked and updated records, capturing more accurate information

including type of bin, size of bin, locations and other attributes as pictures. The Communal Bin audit will support the routing of communal bins within the RouteSmart routing system which is planned to be implemented in this financial year. As part of the Citizen Digital Enablement project the audit will support the revised webforms and online communal bin map improving accuracy of data provided to the customers. During the Audit damaged bins and missing lids have been recorded and repairs requested.

- 4.2 The Team is working in collaboration with Roads and Transport colleagues on the Roads Capital Programme and other Road projects so that an integrated approach is maintained and enhanced. Where possible changes to waste and recycling infrastructure or services will be implemented when road schemes and similar infrastructure projects are scheduled. This will minimise disruption to residents and operations, improve collaborative working and promote a holistic approach to enhance the streetscape. Changes in waste and recycling service provision are planned and will be implemented by December 2019 at locations in Duncan Place, Great Junction Street, Academy Street, Bonnington Road, Newhaven Road and East Crosscauseway.
- 4.3 The changes in waste and recycling services provided to the above streets will enhance the recycling service providing at each location the full integrated waste and recycling services (mixed recycling, glass and food waste facilities).
- 4.4 In some of the above locations a newly designed mixed recycling bin will be trialled. The new mixed recycling bin has a “reverse lid” to prevent the lock being forced open and “restricted aperture” to prevent larger items like bags being disposed as recycling. Reversing the orientation of the bin also ensures that educational logos are not damaged when the bin is emptied.



- 4.5 A food waste bin housing with rear door access for collection crews will also be trialled. The 240L food waste bin with the housing has been part of the Albert Street concept test after consideration to the city-wide Changeworks “Edinburgh Communal Recycling Consultation” report on which it has been assessed that food waste recycling was the least recycled material out of all materials surveyed. The residents’ consultation report carried out by

Changeworks on the concept testing in Albert Street (key finding in the Appendix 1) highlighted that the new containers *“proved to be a powerful motivator for residents to start food recycling and, for those already recycling their food, to increase the usage of the service”*.

- 4.6 Most of the locations will be provided with housings for glass bins with rear door access for collection crew as part of the trial. The housing of 360L glass bins have been part of the trial for Albert Street concept testing and the Changeworks report on the residents’ consultation highlighted that 360L glass bin housing were well received.
- 4.7 The above containers, newly designed mixed recycling bins, food and glass bin housing with rear door access for collection crews will be monitored after installation and feedback will be collected from operational crews and residents and made available in future committee report updates on the project.
- 4.8 The Team is working in collaboration with the Edinburgh Trams Extension Project so that an integrated approach is maintained and enhanced. The Communal Bin Review Project Team is finalising with Edinburgh Tram Extension Project Team the permanent layout of waste and recycling services for Leith Walk, Constitution Street and adjacent streets.
- 4.9 The Team is working in partnership with the Controlled Parking Zone team for the integration of the communal bin review project principles and aims within the Strategic Review of Parking project.
- 4.10 The first full phase of the project is now under development with an expectation that an options appraisal and proposed layouts will be available in February/March 2020. These will cover the areas of Newington and Morningside which represent nearly 15% of the total communal bins City-wide. Included in the report will be key parameters including capacity provided to residents, walking distance between properties, and waste and recycling bin locations. Through drop in sessions in the interested areas, the Team will engage with residents to present the criteria and parameters used to develop the proposed layout.
- 4.11 Through the project steering group, the project team is continually engaging and developing working relationships, with key internal stakeholders as Housing, Roads, Active Travel, Electric Vehicles charging points project team, Bike storage Team, City Centre Transformation project team and World Heritage Site Council Team to ensure the review of bin locations and jointly deliver infrastructure changes.

5. Next Steps

- 5.1 This project will continue to progress as highlighted in the updated version of the Project Plan – Year 1 and draft of Year 2 (Appendix 3) and progress report will be provided every 6 months.
- 5.2 The options appraisal and proposal for Phase 1 will be presented at the T&E Committee on 27 February 2020.
- 5.3 The implications of the Government’s commitment to introduce a Deposit Return Scheme will be tracked throughout the lifecycle of the project.
- 5.4 It is recognised that each street has unique characteristics so the solution for one location may not be appropriate for another. As each phase is delivered the Service will ensure that changes are monitored to ensure the project objectives are achieved. The ability to revisit and revise solutions, where necessary will be retained within the Service as part of business as usual activities.

6. Financial impact

- 6.1 The project is likely to be reliant to a degree on external funding from Zero Waste Scotland but at the current time Zero Waste Scotland is not able to confirm whether funding will be available and the scale of any funding. This will be subject to ongoing engagement with them.
- 6.2 There will be inevitably be financial implications from increasing the frequency of collections and the range of recycling streams provided to residents. As the project matures the financial impact will be better defined.
- 6.3 The detailed financial implications will be outlined following modelling and the bin location review and will subsequently be reported to Committee at a future date.

7. Stakeholder/Community Impact

- 7.1 Key findings of the monitoring report carried out by the team is available in Appendix 1. Key findings of the residents’ satisfaction report for the Albert Street – concept testing assessed by Changeworks, who have been commissioned to conduct a door-knocking face to face and online survey in May 2019, are also available in Appendix 1.
- 7.2 The Team has also provided a project update presentation to the Waste and Cleansing Residents’ Consultative Forum and to some Elected Members in September 2019. Further engagement with Elected Members took place in Autumn 2019 with project briefings.

- 7.3 On 3 October, a 'show case' on communal bins for Elected Members and internal stakeholders was held at Seafield Depot. The show case displayed different types of communal bins, bin housings and screens that are available on the market. Elected Members feedback was collected at the end of the session.
- 7.4 Discussions with Zero Waste Scotland (ZWS) relating to the Council's position on the Recycling Charter and potential funding from ZWS to support the aims of this project are ongoing.
- 7.5 There are no perceived governance, policy or risk implications associated with this report or the project itself. Where policy changes may be required as a result of the actions within the communal bin review project, these matters will be taken forward by way of a separate report to the relevant committee for approval.
- 7.6 Improvement in the quality of Waste and Cleansing Services will contribute towards a reducing the amount of waste to landfill or energy recovery, increasing the amount of recycling and improving the quality of Edinburgh's local environment.

8. Background reading/external references

- 8.1 [Enhancing Communal Bin Collections - Item 7.7](#) Transport and Environment Committee of 7th December 2017
- 8.2 [Enhancing Communal Bin Collections- Update following trial to implement every other day collections - Item 7.11](#) Transport and Environment Committee of 9th August 2018
- 8.3 [Communal Bin Embranchment Update](#) Transport and Environment Committee of 20th June 2019

9. Appendices

- 9.1 Appendix 1 – Albert Street – concept testing monitoring - Summary
- 9.2 Appendix 2 - Communal bin show case - report
- 9.3 Appendix 3 – Project Plan Year 1 update and draft Year 2

Albert Street – concept testing monitoring - Summary

This is a summary of the key findings from the monitoring of fill level carried out by the Communal Bin Review Project Team and key finding from the customers' satisfaction consultation report by Changeworks on the Albert Street concept testing. More detailed information and data can be provided on request both for the monitoring report and the resident consultation report.

A concept testing for the communal bin review project was implemented in Albert Street early in 2019 to test the project aims:

1. increase and improve recycling services to residents in multi-occupancy and flatted properties providing fully integrated waste and recycling services (each location aiming to have residual waste, recycling, food waste and glass);
2. review the existing bin locations to develop more formalised collection hubs to improve the perception of the service and enhance the streetscape; and
3. improve overall recycling performance, customer satisfaction and service reliability.

Monitoring Key finding

- Residents are using the increased recycling capacity provided for mixed recycling, glass and food waste and more of these materials have been collected.
- Some of the **glass** bins have been so well used that the bin provided, 360L bin collected twice a week, have needed to be swapped with a 660L bin.
- The capacity provided for **mixed recycling** seems to cope with the resident usage. The Communal Bin Review is continuing to monitor the bins on a spot check to ensure the twice a week collection is ensured to prevent overflowing bins especially during the weekend when residents are recycling more.
- **Mixed recycling** bins are experiencing contamination issues. The Communal Bin Review Team is investigating and planning to be trailing new features for those bins to minimise contamination and increase the quality of recycling collected (reverse lid and restrictor plate)
- **Food waste** bins have not been used as much as it would be expected but food waste *“is the item that residents started to recycle that didn't before”* (Changeworks Report on residents' feedback).
- **Non-recyclable** bins have experienced overflowing issues. The overflowing issues can be related to mainly: hot spot with probable trade abuse and/or residents not using the other non-recyclable bin at the same location. The Communal Bin Review Team have implemented some ad hoc changes in the waste and recycling provision where possible.

Changeworks residents' consultation key finding are:

- the changes made were viewed as an improvement
- respondents are now recycling more items
- the bin hubs have made it easier to recycle and access the bins
- there are fewer overflowing bins and more space for waste
- the streets now look cleaner and tidier
- the new glass and food waste recycling bins are viewed as an improvement
- the communications kept residents informed

It needs to be appreciated that the participation rate of the consultation represents 10% of the residents of Albert Street, which is a low response rate. Changeworks highlighted that from past experiences of conduction consultations suggests that if residents were unhappy with the changes, they would have been more likely to share their opinions. If residents are not unhappy with the changes they may or may not be willing to take the time and effort of responding to a consultation.

Summary: More need to be done to address some of the on-going issues as service reliability to ensure the bins are collected on the agreed schedule, monitoring of hot-spots and continuous engagement with the crews to position the bins on the hub for easy and safe residents usage. But, the result of the consultation and the monitoring suggest that the trial has made improvements.

The table below outlines the number of requests, on a range of cleanliness and collection issues, regarding Albert Street. The data suggests the changes introduced have had a positive impact on the amount of reports received.

Period	01/07/2018-15/11/2018	01/07/2019-15/11/2019
WS51 WS: Bin Full. Communal	15	4
WS56 WS: Bin Full. Packaging / DMR	16	4
OS03 Dumping and Fly Tipping	37	10

Communal bin show case – report

As part of the Communal Bin Review Project the team organised a show case for Elected Members and other stakeholders on Thursday 3rd October to display different types of communal bins, bin housings and screens which are available on the market. Some of the items are already under trial, while some others have new features that we are looking to test in the near future.

The first session was held to engage with internal stakeholders including Edinburgh World Heritage and the Planning service, the Graffiti Officer, the Waste Compliance Team, Operational supervisors, Technical Officers and other members of the wider Waste and Cleansing Team.

At the second session held for the Elected Members, 7 Councillors and a number of managers attended the event. The Project Manager delivered a powerpoint presentation on progress and the next steps of the communal bin review project. After discussions on criteria and principles the event moved to one of the Seafield sheds to see different types of containers available on the market. On display were housings for wheeled bins for glass and food collection, newly designed mixed recycling bins, screening for 1280L and side loading bins, 1280L bin housing and different type of side loading bins.

In total around 30 people including Elected Members and Waste and Cleansing officers attended, and collation of feedback on the different types of containers is under way.



Project Plan – Year 1 and draft Year 2

Year 1											
Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19

Team Recruitment											
Technical officers x 2											
Operational Support Officer x 1											
Transport Technician											

Communal Bin Audit											
Recruitment of Auditors											
Confirm Connect set up											
Risk Assessment + Induction											
Inspection and Reports											

Road Capital Programme + Other Schemes											
Site Surveys											
Proposal draft											
Ordering material											
Preparing Comms											
Delivery - Installation											
Systems updates											
Monitoring											

GPS/Sack											
Identification sites											
Risk Assessment audit											
Monitoring											

Year 1											
Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19

City-wide data gathering											
Classification into Housing/Factors/on street etc											
Engagement Housing											
Engagement Student Accommodations											
Engagement Factors											

CBR phase 1 - Newington - South Side - Morningside											
Site Surveys											
Proposal draft											
Ordering material											
Preparing Comms											

Roads											
Safety Audit process											
School Patrol constrain											

Comms plan											
Initiation stage											
Comms plan draft											

Tram line											
Audit of present situation to support Ops											
Proposal for permanent location											

Stakeholders											
CPZ project engagement											
Bike Storage project location check											
World Heritage Sites engagement											
EV charging point location check											
CCT project engagement											

Year 1											
Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19

Project Documentation											
Business Case											
Project Plan											
Risk Register											
Change Board Monthly PSR											
T&E monthly briefing											
T&E committee report											

Year 2											
Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20

U

Road Capital Programme + Other Schemes											
Site Surveys											
Proposal draft											
Ordering material											
Preparing Comms											
Delivery - Installation - Comms											
Systems updates											
Monitoring											

Installation-delivery crews											
Business case											
Recruitment											

CBR phase 1 - Newington - South Side - Morningside											
Ordering material											
Preparing Comms											
Delivery - Installation											
Systems updates											
Monitoring											

Year 2											
Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20

CBR phases 2 and 3											
Site Surveys											
Proposal draft											
Ordering material											
Preparing Comms											
Delivery - Installation - Comms											
Systems updates											
Monitoring											

Comms plan											
Comms plan draft											
Comms agreement + material											

Stakeholders											
CDZ project engagement											
Bike Storage project location check											
World Heritage Sites engagement											
EV charging point location check											
CCT project engagement											

Project Documentation											
Project Plan											
Risk Register											
Change Board Monthly PSR											
T&E monthly briefing											
T&E committee report											

This page is intentionally left blank

Transport and Environment Committee

10.00am, Thursday, 5 December 2019

Waste and Cleansing Services Performance Update

Executive/routine	Routine
Wards	All wards
Council Commitments	23 , 24 , 25

1. Recommendations

- 1.1 It is recommended that Committee notes the contents of this report; including the activities, and dependencies, outlined within this report and the progress made towards these.

Paul Lawrence

Executive Director of Place

Contact: Andy Williams, Waste and Cleansing Service Manager

E-mail: andy.williams@edinburgh.gov.uk | Tel: 0131 469 5660

Waste and Cleansing Services Performance Update

2. Executive Summary

- 2.1 This report updates Committee on the Waste and Cleansing Services performance for the quarter two (July to September) of financial year 2019/20, along with an update on the progress made towards the activities to revise the suite of performance reporting measures for the service and the next steps involved.
- 2.2 This report also updates the previous response to an amended motion by Councillor Webber at [Council](#) on 30 May 2019 regarding waste collection services and the impact of bin placement.

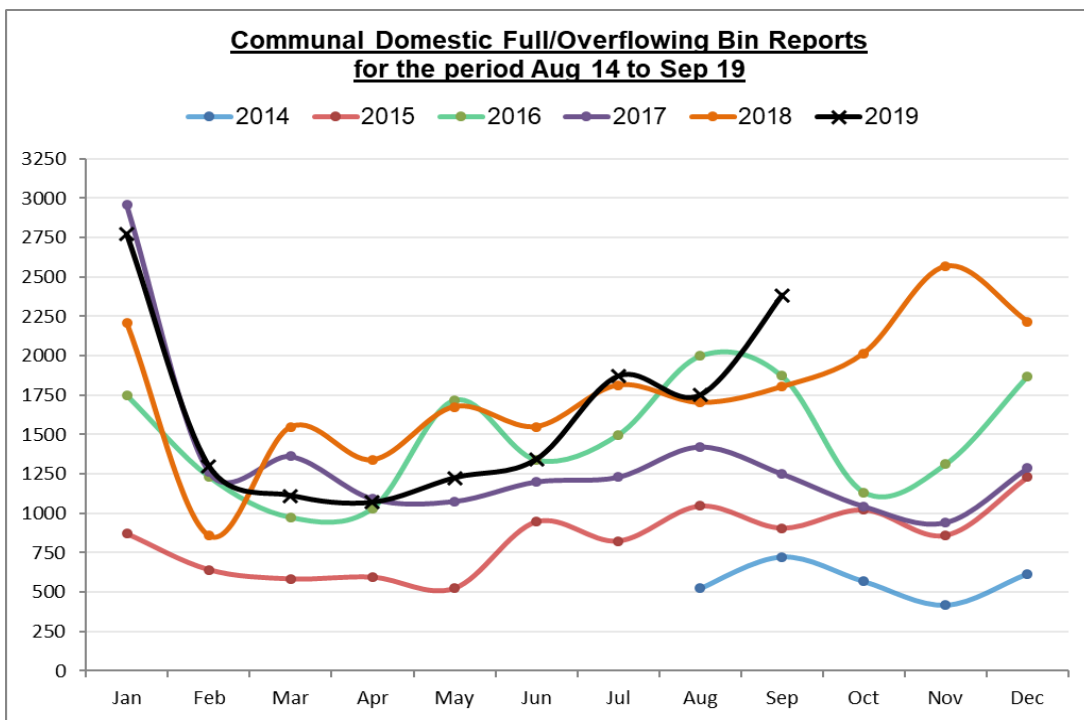
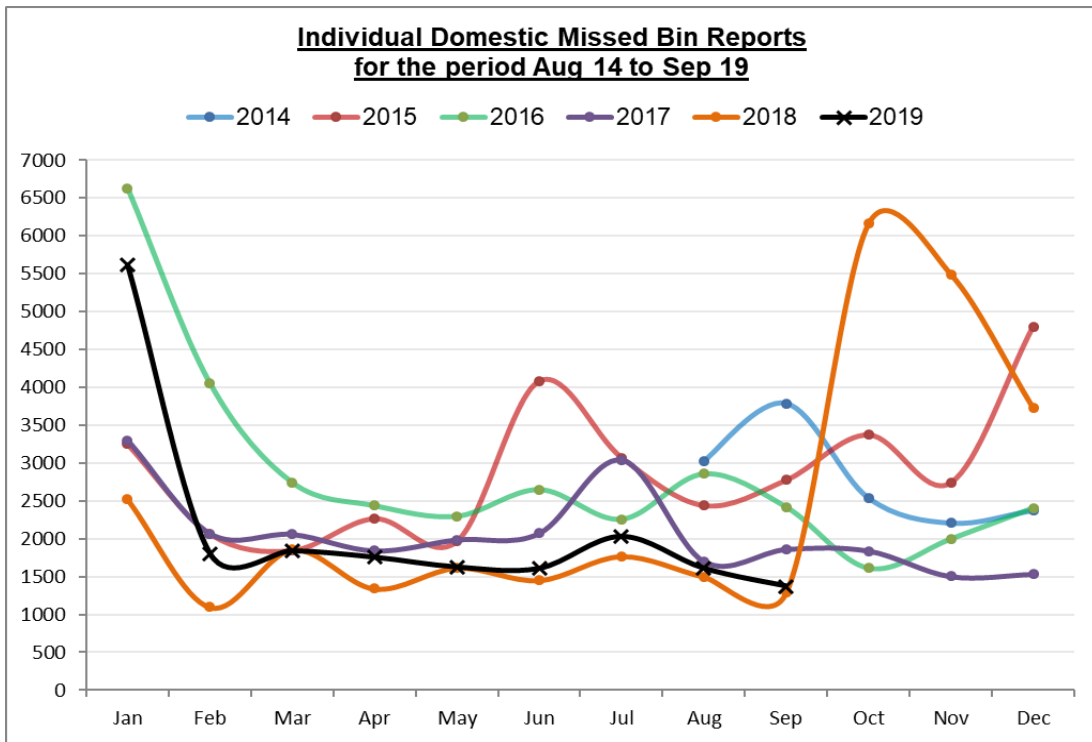
3. Background

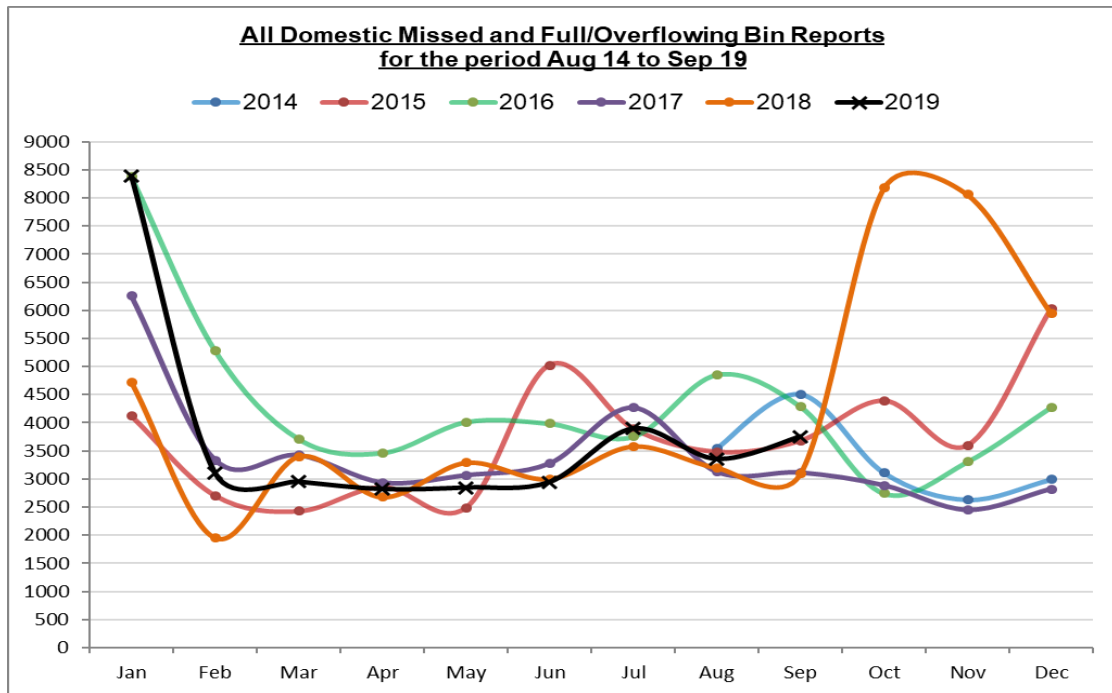
- 3.1 This is a routine report presented to Committee every second cycle providing ongoing updates on the Waste and Cleansing Services performance and the progress made towards revising the suite of performance reporting measures for the service. This report covers the period of July 2019 to September 2019 (quarter two of 2019/20).

4. Main report

Current Service Performance

- 4.1 The quarter two performance dashboards for Waste and Cleansing Services can be found in Appendix 1 and 2.
- 4.2 Key service performance factors show:
 - 4.2.1 The following graphs show the number of missed bin complaints between August 2014 and September 2019:





- 4.2.2 For individual bins, the service experienced the second lowest level quarter two, and calendar year to date, missed bin reports compared to the previous four years. Quarter two 2019/20 received 5,008 reports, this is 450 (or 10%) higher than the same period in 2018/19; 1,595 (or 24%) lower than 2017/18; 2,526 (or 34%) lower than 2016/17; and 3,278 (or 40%) lower than 2015/16.
- 4.2.3 After the well documented service problems in January this year, this represents a sustained and consistent level of performance, and indicates that the new four-day week collection service continues to yield the anticipated benefits.
- 4.2.4 For communal bins, quarter two 2019/20 received 6,006 full or overflowing bin reports, this is 688 (or 13%) higher than the same period in 2018/19; 2,104 (or 54%) higher than 2017/18; 636 (or 12%) higher than 2016/17; and 3,230 (or 116%) higher than 2015/16.
- 4.2.5 This is likely to reflect the population increase in the summer months particularly with the increase in short term lets and use of communal bins creating additional pressures on this service in those circumstances. The Council has been engaging with the Scottish Government with regards to a licensing system for such properties while collection frequencies in parts of south and central Edinburgh have increased to three times per week (previously twice weekly).
- 4.2.6 A further factor has been an increase in complaints associated with the Changeworks paper bank service, following staffing and vehicle shortages in that organisation. As the contract with Changeworks ends this service will end in October the service will be brought in house from November and will be integrated with the communal dry mixed recycling collections as part of the service reroute and Routesmart roll out currently underway.

- 4.2.7 Levels of vehicle availability are improving and this should further lead to a recent reduction in complaints associated with the communal bin collection service in quarter three.
- 4.2.8 Collectively, quarter two saw 11,014 missed or overflowing residential bin reports, this is 1,138 (or 12%) higher than the same period in 2018/19; 509 (or 5%) higher than 2017/18; 1,890 (or 15%) lower than 2016/17; and 48 (or 0.4%) lower than 2015/16.
- 4.2.9 In quarter two of 2019/20 there were 27,833 waste service requests. Of these 694 (2.5%) escalated to a Stage 1 complaint and 49 (0.2%) escalated further to Stage 2.
- 4.2.10 The number of special uplifts decreased from 5,614 uplifts (of 11,698 items) during quarter two in 2018/19 to 4,336 uplifts (of 8,713 items) during quarter two in 2019/20 (23% reduction in uplifts and 26% reduction in the number of items uplifted).
- 4.2.11 One of the factors in this reduction is the waiting time for an uplift. To address this, and further increase participation in the special uplift service experienced since the revised £5 per item charging model was introduced, collection crew resources have been increased to reflect the increased number of uplift slots available daily to 90. The service is also working closely with Customer Services to ensure that all available slots are being scheduled each day to maximise resources and manage gaps caused by cancellations. The current waiting time (as of 24 October) is two weeks.
- 4.2.12 The service level agreement for special uplift waiting time will be included in the Waste and Cleansing policy review, reporting to Transport and Environment Committee in May 2020.
- 4.2.13 There has been an increase in dumping and fly-tipping reports in quarter two. This is the largest single type of cleansing complaint or enquiry.
- 4.2.14 Litter reports have remained relatively static (1627 versus 1603 in the previous year).
- 4.2.15 The Cleanliness Index Monitoring System (CIMS) score in quarter two was 75 with 95.6% of streets recorded as clean, this is an improvement to the same quarter in 2018/19 which received a score of 68 and 93.6% of streets recorded as clean.
- 4.2.16 The chargeable garden waste service saw over 56,000 households register in the first sign up window meeting the target levels set out in the Business Case. A further two sign up windows took place in 2018/19 which saw the number of registered households rise to 68,841 with over 74,879 registered bins.
- 4.2.17 This was exceeded in year two's summer registration which saw 68,705 subscriptions for 75,370 bins. A further sign up window will take place in January for collections operating mid-March to October 2020.

4.2.18 Non-recyclable waste is now mainly processed at either the Millerhill Energy from Waste plant or at other processors. As a result of Millerhill opening, between July until September 2019 59,828 tonnes of non-recyclable waste were disposed of in this way compared with 3,601 tonnes in the same period last year. In this period more than 96% of the non-recyclable waste was used to generate energy.

Non-recyclable Waste: Disposal method and tonnage and % waste arisings			
Disposal Method	Tonnes April - September 2018	Tonnes April – September 2019	% by weight of waste arisings April-September 2019
Landfill	58,660	2,267	3.7%
Energy from Waste (M'hill)	n/a	53,870	86.8%
Refuse Derived Fuel (RDF)	3,601	5,958	9.6%
Total	62,261	62,095	

4.2.19 The citywide recycling rate so far in 2019/20 was 43.1%, a 0.8% decrease on the 43.9% recycled in the same period of 2018. A breakdown of recycling tonnages by collection scheme is provided in Appendix One however some of the key areas are highlighted below.

4.2.20 Recycling services nationally continue to face pressures associated with the weak markets for lower grade materials such as low value plastics and mixed papers. Moreover, behavioural changes such as the reduction in newspaper consumption means fewer high value materials in the recycling streams.

4.2.21 This has been offset in Edinburgh by an increase in the levels of garden waste being recycling versus the same period last year.

4.2.22 Garden waste tonnages are extremely vulnerable to climatic conditions, however the introduction of the garden waste charge has been accompanied by a move to a fortnightly collection cycle which is likely to mean that this tonnage increase can be attributed at least in part to the additional collections taking place in the peak growing season.

4.2.23 The first six months of this year have seen an overall drop in waste arisings from 111,061 tonnes in 2018 to 109,160 tonnes (8.2%). Against a backdrop of a growing city, this is further evidence of the behavioural change referenced above.

Review of Performance Measures

4.3 The opportunities to report performance are evolving as the service continues to roll out new technology, the reporting options for the public improve, and methodologies are revised both internally to the Council and nationally within the industry.

4.4 These opportunities allow the service to report increasingly meaningful performance information against a variety of indicators and addresses a number of the limitations experienced with the current set up.

- 4.5 An updated progress report on the areas previously outlined in the report to Transport and Environment Committee in August 2018 can be found in Appendix 3. These areas include the review of: bin collection performance, LEAMs (Local Environmental Audit and Management System) and CIMS (Cleanliness Index Monitoring System).
- 4.6 As each of these areas are progressed the performance information reported in these committee reports – along with the more regularly daily, weekly, and monthly reports as well as management information, corporate key performance indicators (KPIs) and complaints reporting – will be revised to incorporate this new information.

Waste Collections and the Impact of Bin Placement

- 4.7 At Full Council on 30 May 2019, an amended Motion by Councillor Webber was approved requesting an update on the issues caused by incorrect bin placement on collection days.
- 4.8 The motion highlighted concerns around bins being placed on the kerbside incorrectly on collection day by residents and operatives and the impacts this has on passers-by, in particular, those with sight loss or mobility impairments.
- 4.9 The changes to the kerbside collection model in October last year reduced the amount of time in which bins are presented on streets with scheduled collections changing from a Monday-Friday 6am until 10.30pm service to Tuesday-Friday 6am until 4.45pm. This allows three days per week free of scheduled kerbside collections along with a reduction of almost six hours per day where bins must be presented for collection.
- 4.10 Operatives are briefed on the importance of returning bins to their original point of collection by way of Tool Box Talks and where customer feedback has been received. The existing Performance Management Policy and Framework are utilised, where required, to enforce this.
- 4.11 The Waste and Cleansing service has been developing an updated staff training package for frontline staff with a view to ensuring that staff understand the importance of bins being returned correctly and the wider impact of not doing this. This included engagement with Health and Social Care to align to the implementation of the wider Scottish Government See Hear Strategy; Guide Dogs for the Blind Association and RNIB (Royal National Institute of Blind People).
- 4.12 Updated training packages have now been completed and briefings have now commenced with all collection employees. The focus of the briefings is on the importance of returning bins to their point of collection that does not cause obstruction for pedestrians and particularly for those with sight or mobility impairments.
- 4.13 A training video is also being developed in conjunction with the RNIB and Guide Dogs for Scotland. This is at the procurement stage of development.

- 4.14 Our web page has also been updated requesting residents to show consideration for other pavement users when placing bins for collection, particularly blind or partially sighted people, and wheelchair and pushchair users.
- 4.15 It is possible that further communications messages may be developed to support these, for example in a similar way to which social media has been used to deliver messages on the importance of not parking in front of communal bins, and these will be considered.

5. Next Steps

- 5.1 The next steps taken following this Committee report are:
- 5.1.1 To continue activities towards improving service performance.
- 5.1.2 To continue activities towards revising the performance measures.

6. Financial impact

- 6.1 Any expenditure associated with the actions required in order to revise the Waste and Cleansing performance reporting is anticipated to be contained within existing resources or funded as part of wider change projects.
- 6.2 Non-recyclable waste costs are:

Disposal Costs	Quarter 2 July- September 2018	Quarter 2 July – September 2019
Road Haulage	£217,792.88	£411,486.06
Landfill	£3,685,161.50	£-4,786.09
Fresh Air Payment	£0.00	£0.00
Energy from Waste	£0.00	£2,193,033.82
Refuse Derived Fuel	£0.00	£276,722.00
Total	£3,902,954.38	£2,876,455.79

7. Stakeholder/Community Impact

- 7.1 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.
- 7.2 The Waste and Cleansing service meets the public sector duty to advance equal opportunity by taking account of protected characteristics in designing services, and by seeking to make services more accessible to all citizens.

- 7.3 The achievement of high cleanliness standards throughout the city fosters good relationships between the Council and residents through the provision of high quality services. It can also lead to safer routes free from potential obstructions and trip hazards for all pedestrians, particularly those with visual impairments.
- 7.4 Sustainability is one of the Council's 'cross-cutting themes' and the Council has made a corporate commitment to address the social, economic and environmental effects of activities across Council services.
- 7.5 Continued efforts towards improvements in the quality of our Waste and Cleansing Service, and the communication with the public, will contribute towards reducing the amount of non-recyclable waste, increasing the amount of recycling and improving Edinburgh's local environmental quality.
- 7.6 Consultation and engagement is carried out as new services and initiatives are rolled out and this work continues to respond to customer enquiries around service changes, to both support and encourage residents to maximise the use of services.

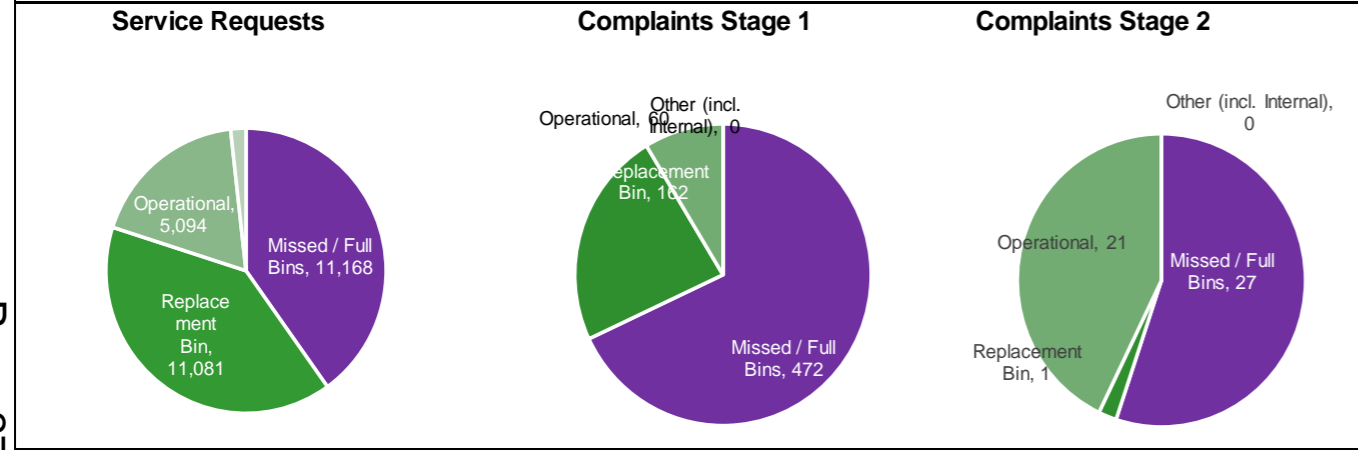
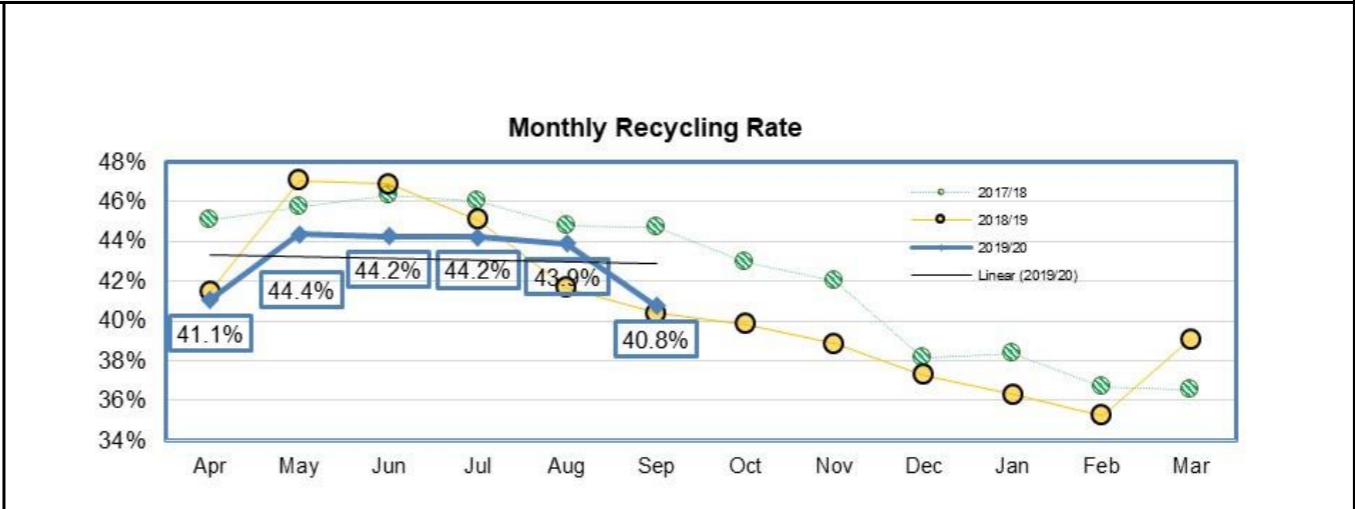
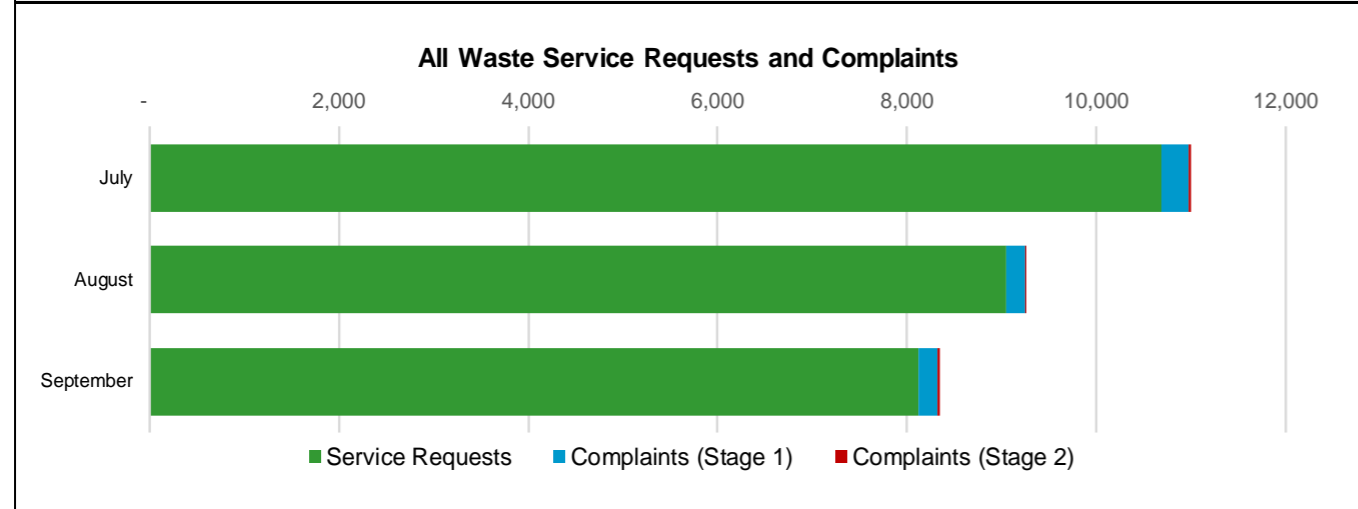
8. Background reading/external references

- 8.1 [Waste and Cleansing Services Performance](#) – Report to Transport and Environment Committee, 9 August 2018.
- 8.2 [Waste and Cleansing Services Performance Update](#) – Report to Transport and Environment Committee, 6 December 2018.
- 8.3 [Addendum by the Conservative Group to Item 7.13 Waste and Cleansing Services Performance Update](#) – Report to Transport and Environment Committee, 6 December 2018.
- 8.4 [Waste and Cleansing Services Performance Update](#) – Report to Transport and Environment Committee, 16 May 2019.
- 8.5 [Motion by Councillor Webber – Waste Collection](#) – The City of Edinburgh Council, 30 May 2019.
- 8.6 [Waste and Cleansing Services Performance Update](#) – Report to Transport and Environment Committee, 12 September 2019

9. Appendices

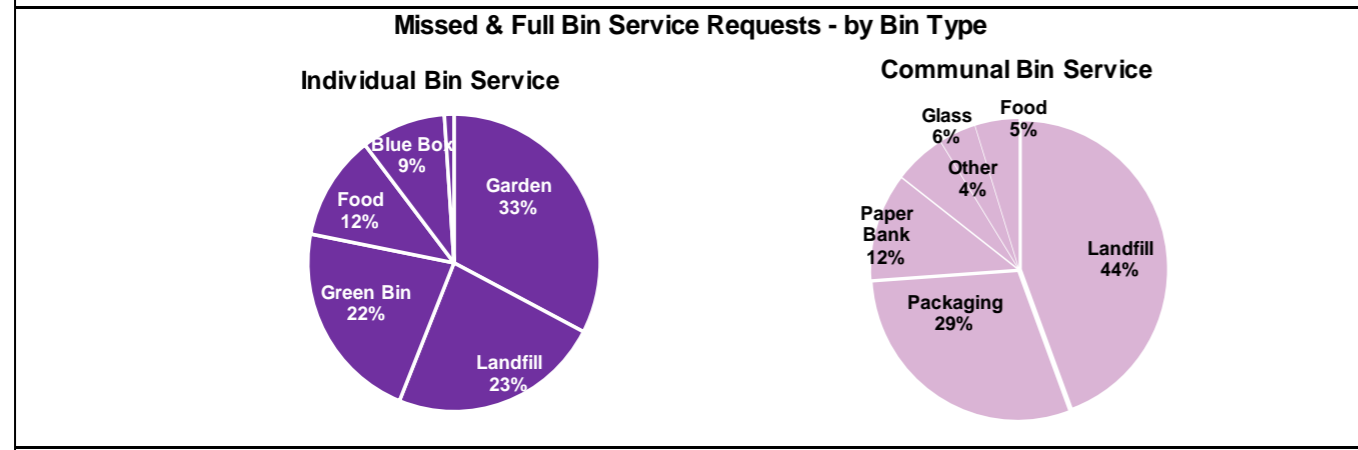
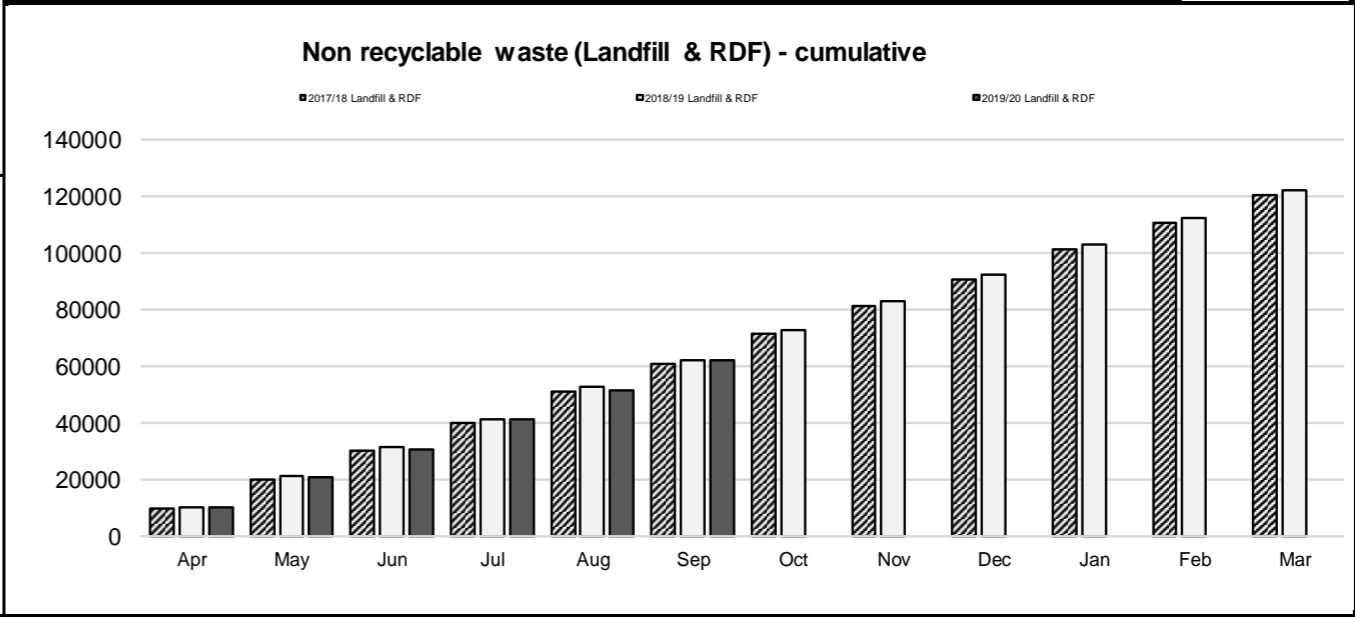
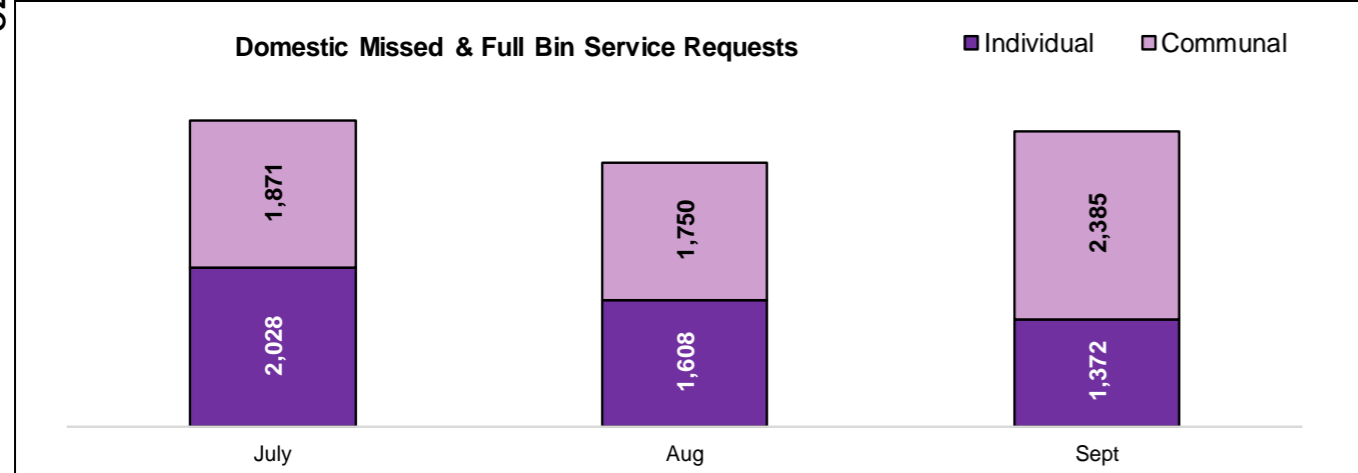
- 9.1 Appendix 1 - Waste Performance Dashboard – 2019/20 – (July-September 2019)
- 9.2 Appendix 2 - Cleansing Performance Dashboard – 2019/20 – (July- September 2019)
- 9.3 Appendix 3 - Review of Performance Measures Tracker – October 2019

Waste Performance Dashboard - 2019/20 (Jul 2019 - Sep 2019)

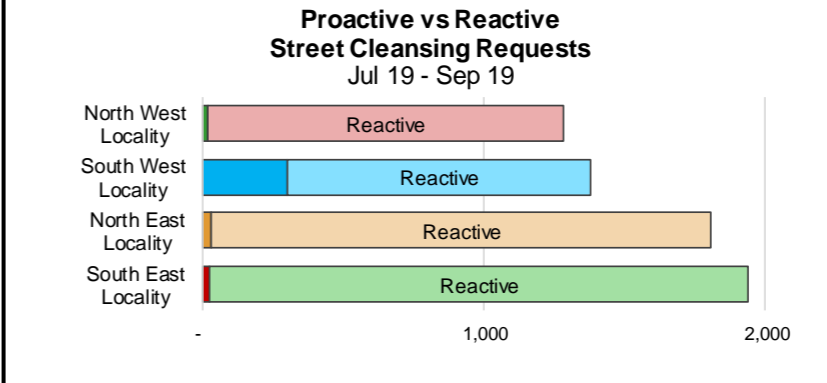
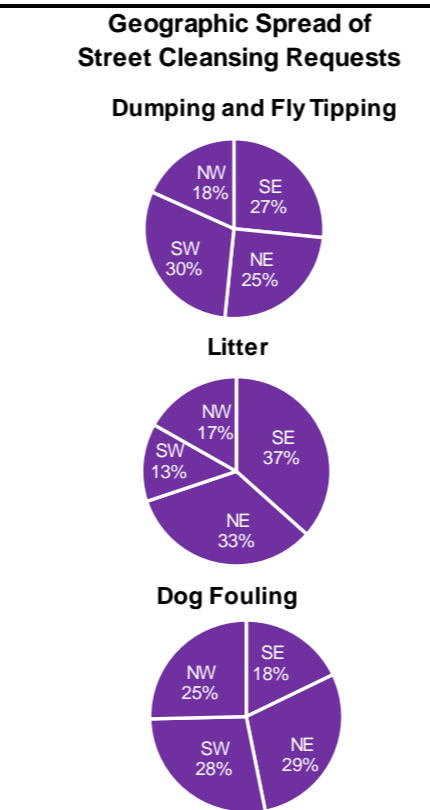
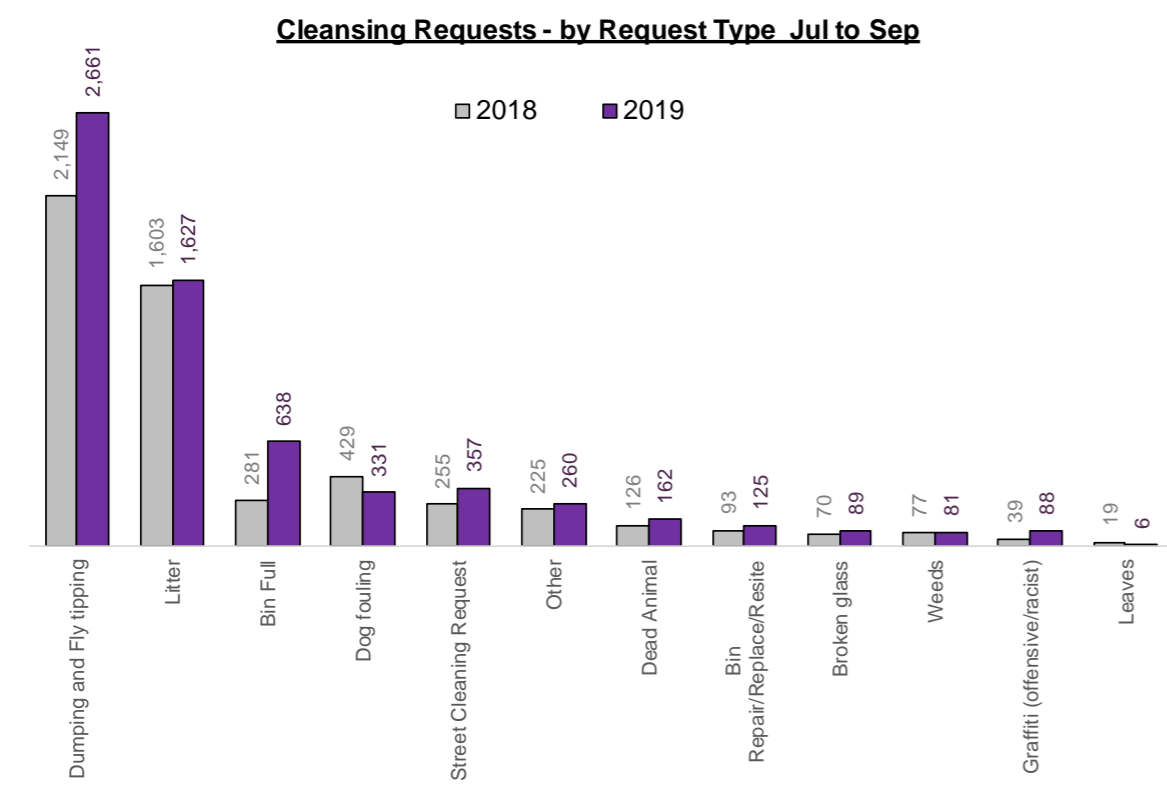
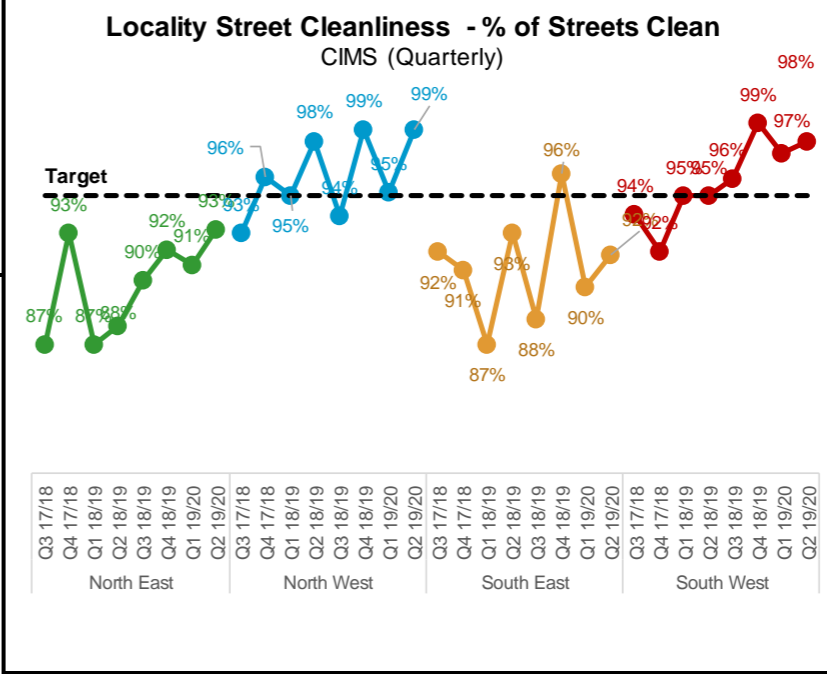
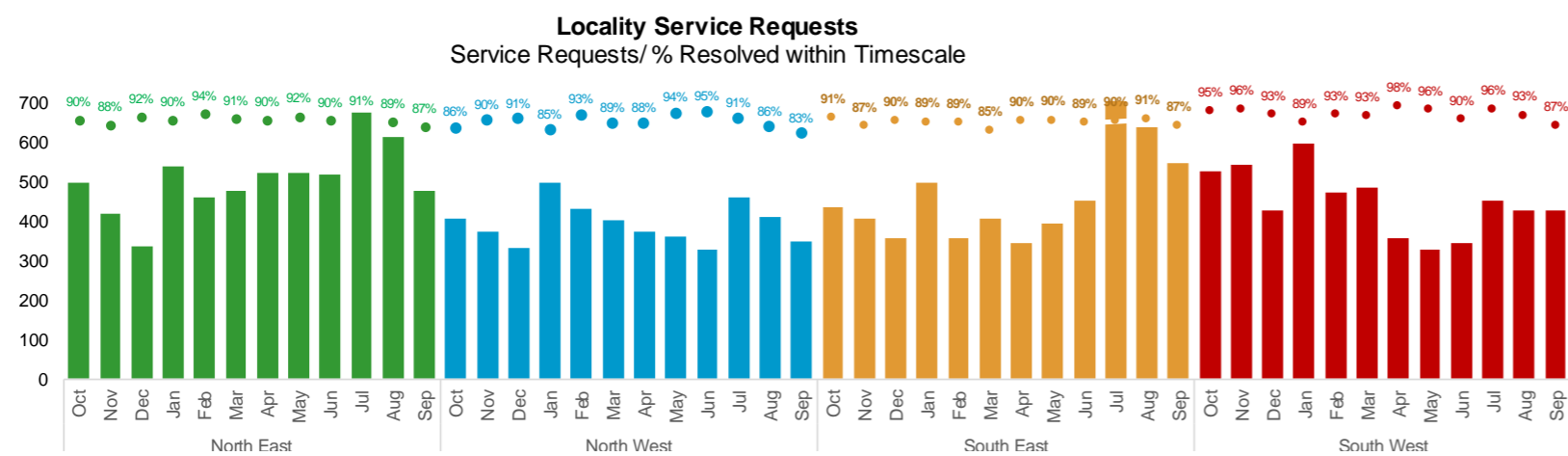
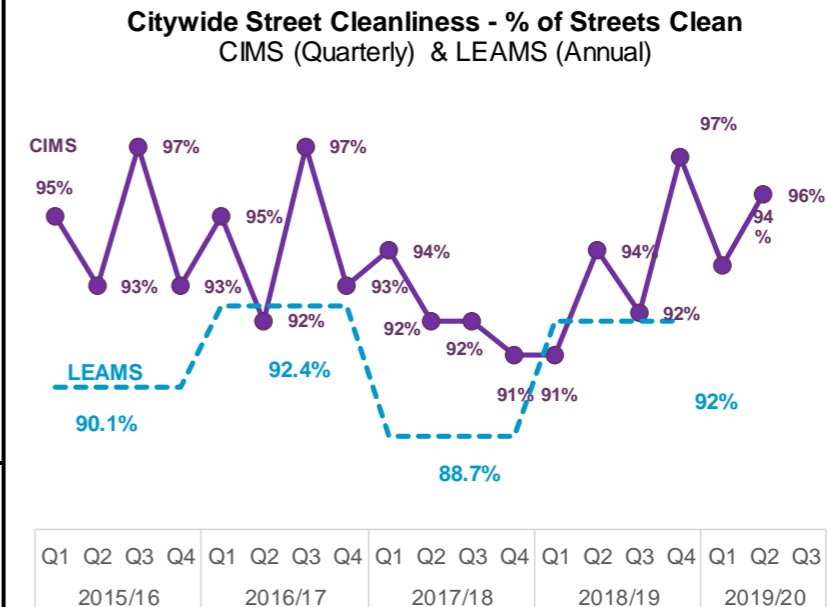
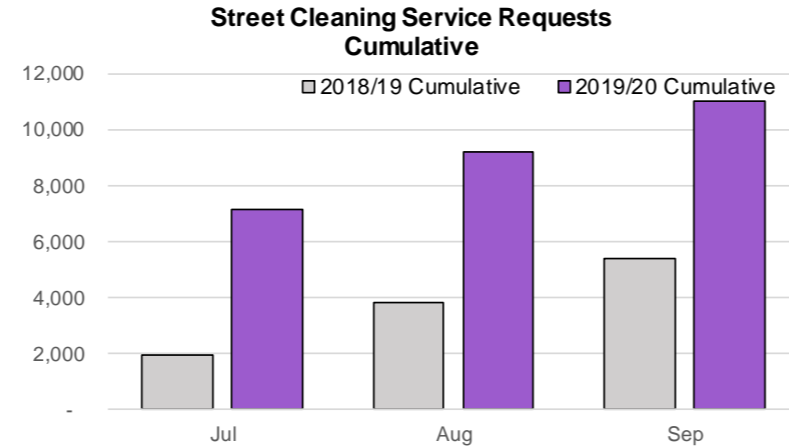
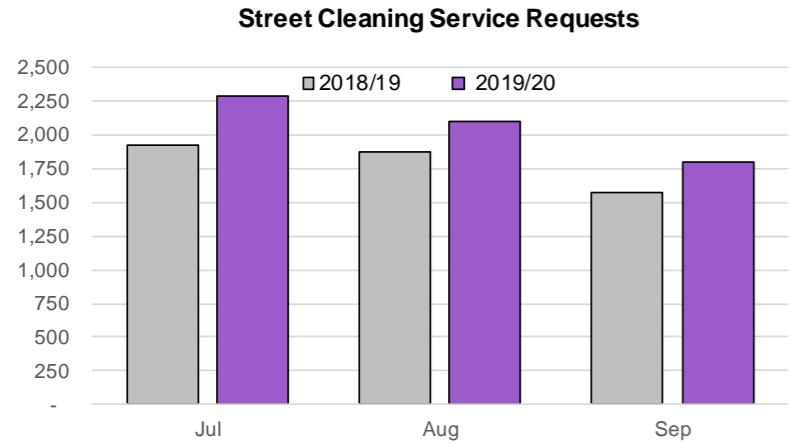


Recycling tonnages

Waste Stream	2018/19 Q2	2019/20 Q2	Difference	
	Tonnes	Tonnes	Tonnes	%
Garden Waste - brown bin kerbside	5,652	7,102	1,450	26%
Community Recycling Centres	5,016	5,527	511	10%
Kerbside Recycling - green bin & blue box	4,734	4,233	-501	-11%
Food Waste	2,281	2,186	-95	-4%
Recycling Banks (glass, paper, textiles, books)	1,182	1,307	125	11%
Packaging bins - on street, communal	1,333	1,164	-169	-13%
Other streams	1,169	986	-183	-16%
Mechanised street sweepings	772	764	-8	-1%
Paper - wheeled bins	183	151	-32	-17%
Manual Street sweeping	427	328	-99	-23%
Total Recycling	22,748	23,748	1,000	4%



Cleansing Performance Dashboard - 2019/20 (Jul 2019 - Sep 2019)



Appendix 3 – Review of Performance Measures Tracker – October 2019

Ref	Outcomes Being Sought	Actions Required	Dependencies	Progress	Status
1.1	Reporting the number and percentage of bins collected/not collected on the scheduled day of collection; removing the reliance to use customer contact as an assessment of overall service performance	Link the Application Programming Interface (API) in place for Routesmart to the Council's corporate Business Intelligence (BI) solution to allow performance reporting from Routesmart to commence.	<ul style="list-style-type: none"> • Strategy and Communications (S&C) • ICT • CGI 	The Council and CGI have set up a BI project team to replace the legacy BI System within the corporate systems estate with the latest software version. The new infrastructure is being set up and activities have commenced on auditing, and improving, the data quality of Waste and Cleansing systems and supporting processes ahead of integration activities later in 19/20. Waste and Cleansing will be delivered as phase 1 of the BI project (alongside other quick win workstreams).	In progress
1.2	Reporting the number of servicing issues impacting collection of bins on the scheduled day (including access issues, bin not out, contaminated bin etc); allowing the cause of bins that have not been collected to be known				
2	Providing information on the Council website's delays page at a street level making this information more relevant to the public (this is currently provided at ward level) As well as more user-friendly webforms for reporting missed individual bins, it will also inform residents whether there have been any service or crew-reported issues that meant the bin was not collected (such as the bin was not presented, it was contaminated, there were access issues, route or city-wide issues) and advise the resident of the next appropriate steps. This will provide residents with the necessary feedback and what they should expect to happen next whilst ensuring that the reports received by operations are justified reports The communal bin webform is different in that residents are reporting a full or overflowing bin rather than a missed collection. Due to the shared nature of these bins, it is possible for multiple reports to be raised for the same bin resulting in an increased workload and service statistics. Therefore, the revised form will link duplicate reports for the same overflowing bin together so that only one request is received by operations without preventing citizens from reporting bins that have already been raised by others. The system could then either prevent citizens from needing to raise another report or allow them to raise a linked report	The amendments to the web pages and web forms to achieve these outcomes will be delivered by the Customer Digital Enablement Project with involvement from the service area. The delivery of these changes requires integration points to be created (or amended) between Fusion (Routesmart's back office system), Confirm, the corporate CRM, the website/ forms, and supporting back office systems along with the supporting procedures to be created or amended accordingly.	<ul style="list-style-type: none"> • Customer Digital Enablement Project team • CGI • ISL (Routesmart provider) • Verint (sub-contractor of CGI) <i>changed from Connect Assist</i> • ICT 	Previous work has been carried out to understand requirements and the actions required to implement these. These elements were previously put on hold whilst resources were prioritised to the forms and systems set up required for the implementation of the chargeable garden waste service. Due to changes in sub-contractor, and the wider Digital Strategy, there is a need to review this. The current focus for the CDE project is phase one (transferring to the new CRM system and transfer of webforms) which goes live in mid-October. The CDE project (with involvement from service areas) is currently reviewing the list of focus areas for phase two of the project (which includes the integration of Fusion to the website/forms). Further work will be required to assess the technical requirements in greater detail, and plan for, potential configuration and service enhancements with a view to implement the solution in 2020.	In progress
3	Without impacting on customers, the system will distinguish reports of full or overflowing bins collected on the scheduled day (those where the scheduled collection took place but the bin has filled again) from those that are due to a late/missed collection (i.e. the bin was due for uplift yesterday but has not yet taken place). Statistics from this will be used to identify the root cause/areas of further investigation into the cause of the overflowing bin (for example, not being serviced as scheduled; trader abuse or incorrect capacity provided) and allow corrective action to be taken	Investigate the potential to set the systems up that would allow a report of a full or overflowing communal bin to be assessed against the collection information captured on Routesmart. The report will continue to be processed so that the bin gets emptied however this breakdown would allow the service to carry out further analysis of the cause of the full bin and allow corrective action to be taken in areas with consistent issues.	<ul style="list-style-type: none"> • CGI • Verint (sub-contractor of CGI) <i>changed from Connect Assist</i> • ISL (Routesmart provider) • ICT • Pitney Bowes (Confirm provider) <i>potentially</i> 	In the meantime, the delays page is now updated to area level rather than ward as an interim improvement and system changes required to integrate appropriate elements of Confirm to the new Verint CRM (including notifications to customers) has commenced, with go live in October.	In progress
4	The Code of Practice on Litter and Refuse is a statutory guidance document relating to section 89 of the Environmental Protection Act 1990. It defines cleanliness standards for areas of land owned and/or managed by Duty Bodies and Statutory Undertakers, including Local Authorities. This forms the basis of the LEAMS criteria used by authorities to assess cleanliness of relevant land. This information also informs the national Local Government Benchmarking Framework Performance Indicator for street cleanliness score. The revised Code of Practice clarifies organisational responsibilities; support more effective cleanliness standards covering a range of land types, features and landscaping; and support a proactive approach to litter prevention. The updated monitoring system provides a more modern platform to support the revised Code of Practice. Subject to the outcomes of the trial and resulting review, as well as discussions between Zero Waste Scotland (ZWS), Keep Scotland Beautiful (KSB) and COSLA, SOLACE and the Improvement Service, it is intended to begin the implementation of any updates to the monitoring system in 2019/20	The revised Code of Practice also requires Councils to make their street zones publicly accessible within one year of the Code of Practice becoming enacted. Within Edinburgh this will require a city-wide rezoning exercise to be carried out initially. A rezoning exercise will be required to align to the revised zoning criteria.	<ul style="list-style-type: none"> • Scottish Government • Zero Waste Scotland • Keep Scotland Beautiful • COSLA • SOLACE • The Improvement Service 	The re-zoning work for streets, parks and open spaces has now been completed and has been shared with relevant colleagues for review. It will then be submitted to Zero Waste Scotland for development of the new Litter Monitoring System (which will replace LEAMs in due course). A report will be written for Place Management on the implications of COPLAR and the zoning work that has been undertaken. Zero Waste Scotland have advised that some Local Authorities have raised potential issues regarding the ownership of data used or created as a consequence of using the Litter Monitoring System. This relates to the data being Intellectual Property, and the manner in which it is licenced and credited. They are seeking legal advice and are expecting to issue a revised agreement by the end of October.	In progress
5	CIMS is the method used by The City of Edinburgh Council to assess street cleanliness. Keep Scotland Beautiful (KSB) manages the CIMS scheme nationally and carries out four independent assessments each year. Each assessment is a snapshot of the cleanliness of the streets, with a 50 metre transect surveyed from a random sample of 10% of the city's streets and is graded on the presence of litter on a scale from 'A' to 'D' as detailed in the Code of Practice on Litter and Refuse (Scotland 2006). The percentage of streets clean figure shows the percentage of streets meeting Grade B or above and can therefore be viewed as a more accurate indicator of cleanliness of the streets throughout the city.	Work with KSB to review how the CIMS surveys they undertake could be broadened to encompass other issues which are relevant to the street scene and the impact it has on pedestrians including the presence of A boards, illegal parking, discarded traffic management items (e.g. sand bags).	<ul style="list-style-type: none"> • Keep Scotland Beautiful 	As described in Point 4 (above) the new Litter Monitoring System is still being trialled by Zero Waste Scotland. The trial aims to provide insight on key aspects, namely whether it: <ul style="list-style-type: none"> • Meets requirements set out in the revised Code of Practice; • Allows historical LEAMS dataset benchmarking; 	In progress

	Broadening the survey to include other issues such as the presence of A boards would identify the overall impact the street scene has on pedestrians		<ul style="list-style-type: none"> •Provides useful, additional management information to inform prevention initiatives; and •Has cost and resource implications for authorities who adopt it and the scale of these. <p>It is anticipated that the new system will be extended to other Local Authorities in 2020/21.</p>	
--	--	--	--	--

This page is intentionally left blank

Transport and Environment Committee

10.00am, Thursday, 5 December 2019

2019 Air Quality Annual Progress Report

Executive/routine	Routine
Wards	All
Council Commitments	18

1. Recommendations

- 1.1 It is recommended that the Committee notes the content of the statutory Annual Progress Report submitted to the Scottish and UK Government as part of the Local Air Quality Management Framework.

Paul Lawrence

Executive Director of Place

Contact: Ewan Kennedy, Service Manager – Transport Networks

E-mail: ewan.kennedy@edinburgh.gov.uk | Tel: 0131 469 3575

2019 Air Quality Annual Progress Report

2. Executive Summary

- 2.1 The report provides an annual update on the most recently available annual air quality monitoring data (2018), local pollutant trends and emerging issues, fulfilling the requirements of the statutory Local Air Quality Management Framework.
- 2.2 Concentrations of the main pollutants of concern are decreasing at most locations across the city, although there remain areas where statutory legal objectives are being breached. The development of a low emission zone (LEZ) is expected to reduce concentrations of traffic related nitrogen dioxide even more. Continued breaches of fine particulate matter (PM₁₀) objectives in the Salamander Street Air Quality Management Area (AQMA) are to be addressed with a forthcoming Air Quality Action Plan.
- 2.3 On a national level there is an ongoing review of Scotland's low emission strategy - Cleaner Air for Scotland Strategy. A revised draft strategy expected in 2020.

3. Background

- 3.1 The Local Air Quality Management framework is set out in the Environment Act (1995) and obliges local authorities to review and assess air quality in their areas against national pollutants objectives. When a pollutant fails to comply with an objective, an AQMA must be declared and an Action Plan prepared, detailing measures which will be implemented to improve air quality within the designated area.
- 3.2 In Edinburgh there are five AQMAs declared for breaches of the NO₂ objectives – Central, St John's Road, Great Junction Street, Glasgow Road (Newbridge) and Inverleith Row. Traffic is the main source of this pollutant, however other sources including emissions from heating (e.g. combined heat and power plants), can contribute to the general background concentrations, especially in the city centre. The Council's current Air Quality Action Plan relating to this pollutant will be revised in 2020 to take account of the commitment to develop a low emission zone scheme for the city and in cognisance of the City Mobility Plan and changes to national policy, namely the Cleaner Air for Scotland Strategy.

- 3.3 There is one AQMA declared for fine particles (PM₁₀) in the Salamander Street area, which has a mix of sources including fugitive, industrial and traffic emissions. An Air Quality Action Plan for this pollutant is currently being devised.
- 3.4 The Council is obliged to produce an Annual Progress Report, described herein, to give an update on progress which has been made with respect to actions that may improve air quality. The Annual Progress Report must also detail the latest annual air quality monitoring data (2018), trends in local pollutants and emerging issues. It is compiled in accordance with the Technical Guidance (updated 2018) issued by the Department of Environment Food and Rural Affairs (DEFRA) and approved by the Scottish Government following peer reviewed by DEFRA and Scottish Environment Protection Agency (SEPA). The previous annual update was presented to the Transport and Environment Committee in [December 2018](#).

4. Main report

Monitoring network

- 4.1 The Council is predominately concerned with the review and assessment of Nitrogen Dioxide (NO₂) and Particulate Matter (PM₁₀), as with most cities across the UK. However, legislative changes in 2016 have also meant that Scottish local authorities must also review and assess the smaller fraction of Particles (PM_{2.5}).
- 4.2 The monitoring network for NO₂ and PM₁₀ is well established in Edinburgh, with data obtained from eight automatic monitoring stations and 139 non-automatic (passive diffusion tubes) locations (NO₂) in 2018.
- 4.3 The PM_{2.5} monitoring network is being developed in conjunction with the Scottish Government. St Leonards, part of the UK National Automatic Urban and Rural Network, has been operating as a long-term monitoring site for this (and other) pollutants, since 2003. PM_{2.5} monitoring began at St John's Road 2017 and in 2019 Tower Street and Queensferry Road were added to the network. The previous analyser at Queensferry Road which only monitored PM₁₀, had to be replaced. Funding earmarked for establishing particle monitoring at Nicolson Street was redirected to safeguard particle monitoring at Queensferry Road. It is now anticipated that monitoring will begin at Nicolson Street in 2020.

Monitoring data

- 4.4 Generally, improvements in air quality are assessed by analysis of long-term trends. Short-term results are influenced by weather and temporary events such as local traffic diversions and roadworks.
- 4.5 Long-term trend analysis, including data collected in 2018, shows concentrations of pollutants at most locations are decreasing. The exception is Queensferry Road where a construction site adjacent to the monitoring station has affected the results over the past two years. Other sites, such as Glasgow Road show a levelling-off of concentrations. Appendix 1 shows relevant trend analysis for NO₂, PM₁₀ and PM_{2.5}

from the relevant monitoring stations and for NO₂ within the AQMAs (non-automatic monitoring).

- 4.6 The 2018 annual data analysis shows there are still a number of locations where legal objectives are breached for NO₂ and PM₁₀. The objectives for these pollutants are defined in Appendix 2. Scotland has set tighter standards for particulates (PM₁₀ and PM_{2.5}) compared with the rest of the UK and Europe.
- 4.7 In respect to NO₂, a summary of all locations where the annual mean objective was breached in 2018 is shown in Appendix 3. These sites are predominately located in the Central AQMA, however there remains locations in the St John's Road and Glasgow Road (Newbridge) AQMA that show concentrations at and above the annual mean objective.
- 4.8 There is one location on West Port, where it is estimated that the hourly mean objective for NO₂ continues to be breached.
- 4.9 There were no breaches of the hourly mean objective at St John's Road for the third year in a row. In addition, St John's Road saw a significant reduction in concentrations from the year previous. This is likely to be related to the deployment of Euro VI engine buses, on all high-frequency local services along the corridor, between 2017 and 2018.
- 4.10 In respect to PM₁₀; data from all monitoring locations in 2018 meets the UK National Objectives, however concentrations at Queensferry Road and Salamander Street station show breaches of the Scottish standard. As mentioned Queensferry Road is temporarily being affected by an adjacent development site.
- 4.11 At Salamander Street, work is progressing to devise an Air Quality Action Plan in conjunction with SEPA, Forth Ports and relevant stakeholders. The challenge will be to ensure the downward trend in PM₁₀ concentrations are sustained as new residential development is proposed in and around the area. The Draft Air Quality Action Plan will be published for public consultation in 2020.

Progress with Actions to improve Air Quality

Low Emission Zone

- 4.12 The Council is committed to work with Scottish Government to develop and implement a LEZ scheme in Edinburgh. LEZs are being progressed in the four main Scottish cities - Edinburgh, Glasgow, Dundee, and Aberdeen - as a tool to address longstanding non-compliance with NO₂ objectives.
- 4.13 Between May and July 2019, the Council publicly consulted on proposals for a LEZ scheme including a city centre zone boundary applying to all vehicle types and a city-wide boundary applying to commercial vehicles (buses, coaches, taxi and private hire, light and heavy goods vehicles). The consultation also set out proposals for when enforcement would start. This was reported to the Transport and Environment Committee in [October 2019](#).

- 4.14 Work is continuing with regard to the full impact of a future LEZ, in particular the required emission reductions, with a view to have a Scheme for consideration by the Council in 2020.

Progress with actions in the Current Action Plan

- 4.15 The main actions in the current NO₂ Air Quality Action Plan and Local Transport Strategy to improve air quality are based on:
- 4.15.1 promoting cleaner transport, especially buses via a voluntary means;
 - 4.15.2 adoption of a fleet recognition efficiency scheme for reducing emissions from road freight vehicles;
 - 4.15.3 improving traffic flow and easing congestion by use of intelligent traffic signalling; and
 - 4.15.4 promoting modal shift away from car use by means of an Active Travel Action Plan, provision of Park and Rides, controlled parking and priority parking zones.

Promoting Cleaner Transport

- 4.16 Generally, the bus companies operating in Edinburgh continue to improve their fleet by improving the engine emission (Euro) standards of vehicles.
- 4.17 The main operator, Lothian Buses has over 82% of the bus fleet at Euro V or better. The company's Bus 2020 Strategy will see the whole fleet Euro V and better next year. Lothian Buses deploys its highest Euro Standard vehicles on high frequency services and those routes which transit AQMAs.
- 4.18 There are 84 buses in the Stagecoach East Scotland fleet operating on services into Edinburgh, predominately through the Glasgow Road and Central AQMAs. The fleet is of Euro V standard and better, with 57% at Euro VI standard.
- 4.19 First Bus fleet has reduced overall, with the percentage of Euro VI slightly increasing. Although, for operational purposes Euro II and III vehicles have been introduced into the fleet, the company is committed to reducing emissions as a part of their fleet replacement and upgrade strategies.
- 4.20 All Citylink services into Edinburgh pass through the Glasgow Road AQMA, St Johns Road AQMA or Central AQMA. Euro III and IV vehicles have been eradicated from the company's fleet and there are plans to ensure all of the vehicles operating on the 900 (Glasgow to Edinburgh) and AIR (airport) services are replaced. This would leave 78% of the fleet Euro VI standard in 2020.
- 4.21 Leading by example the proportion of Council's fleet Euro 6/VI and above, continues to increase - from 33% to 46% between 2018 and 2019. The current Strategic Fleet Review aims to deliver a 100% electric car fleet by 2020 and 100% electric van fleet by 2022/23. The review, with the rollout of the telematic (vehicle management) system, will help address issues pertinent to improving air quality, such as reducing engine idling, reducing the size of the fleet, and determining the

extent of the potential for alternative fuel vehicles (e.g. electric or dual hybrid systems).

- 4.22 The operational Waste fleet was completed in Autumn 2019. This was targeted first as it is the heaviest fleet in terms of fuel usage and emissions.

Adoption of a fleet recognition efficiency scheme

- 4.23 The freight sector is a more demanding group for local authorities to co-ordinate, so to persuade road freight operators to voluntarily reduce their emissions, the Council became a partner in an EU-funded project in 2012, ECO Stars Europe, through which the ECO Stars Edinburgh scheme was established.

- 4.24 ECO Stars is a voluntary, free to join, fleet recognition scheme that provides bespoke guidance on environmental best practice to operators of goods vehicles, buses and coaches, whose fleets regularly serve the Edinburgh area. It was launched in January 2012 and to date 241 operators have joined with a total of 9,254 vehicles. ECO Stars Edinburgh is one of the largest ECO Stars schemes in the UK.

Improving traffic flow and easing congestion by use of intelligent traffic signalling

- 4.25 Improving traffic flow and reducing vehicle idling times are also measures which help to improve air quality. Two different types of traffic management systems are installed in the city.
- 4.26 Split Cycle Offset Optimisation Technique (SCOOT) systems are automatically responsive to traffic flows and demand and therefore help ease congestion by providing more effective control of traffic signals. SCOOT infrastructure is in place on many road networks in the city. Air Quality Action Plan Grant funding is currently assisting with SCOOT development in Cowgate, Bridges, London Road and Inverleith Row. In 2019, Gorgie Road, Chesser Avenue and Balgreen Road became fully operational.
- 4.27 MOVA (Microprocessor Optimised Vehicle Actuation) was installed at the Newbridge Roundabout (Glasgow Road AQMA) in April 2016 and resulted in reductions in waiting time on the A8 westbound corridor. Subsequently, NO₂ concentrations measured at the junction showed some improvement, however concentrations continue to be above the legal objective. Any future changes to the Newbridge roundabout would need to consider the air quality impact.
- 4.28 Generally, repairs to the road surface and surface excavation (e.g. utility companies roadworks), can cause damage to the systems inductive loops. Following repair, configuration and revalidation is required, which can mean that the installations are often not fully operational.

Promoting Modal Shift from Car Use

- 4.29 The Council is supporting a range of policies and measures to encourage modal shift away from car use, including, but not exclusive of the following:

- 4.29.1 Developing a new active travel plan, the current plan having last been updated in 2016. The current plan has set targets of 35% of all Edinburgh adult residents' trips being made by walking and 10% by bicycle by 2020.
- 4.29.2 Co-ordinated workplace travel planning activity in large work place sites in the city.
- 4.29.3 Park and Rides (P&R) locations around the periphery of the city boundary and in neighbouring Authorities - East Lothian, Midlothian and Fife. The current number of spaces available has the potential to reduce the two-way daily work commuter traffic by 11,280 vehicles.
- 4.29.4 Controlled Parking Zones (CPZs) and Priority Parking Zones (PPZs) within the city have been used by the Council to deter commuter travel. The introduction of new, and extensions to existing, CPZs or PPZs are kept under regular review by the Council and a strategic review of parking is currently underway.

Other Measures and Actions to Improve Air Quality

Electric Vehicle Charging

- 4.30 Plug-in (electric) vehicle use is steadily increasing in Edinburgh. In December 2017, the Council approved Edinburgh's first Electric Vehicle (EV) Action Plan, with the key purpose of developing a strategic and co-ordinated approach to electric vehicle charging hubs. This is to encourage the uptake of EVs, while reducing carbon emissions, improving air quality and unlocking wider economic benefits. Since then the Council has approved a Business Case for the installation of on-street EV charging infrastructure which will involve the installation of 66 on-street charging points across the city to strengthen the existing network.

Residents Parking Permits

- 4.31 As a part of the Parking Pricing Strategy, the Council will introduce a surcharge on residents' permits for diesel-fuelled vehicles, with a view to encouraging owners to consider the impact of their vehicle choice, on both the wider-environment and local air quality. The new surcharge will come into force with new permit holders or existing permit holders changing to diesel vehicles, but omit those who currently own a diesel car, to compensate for purchases that were made in *good faith* at a time when diesel vehicles were incentivised.

Conditions for Taxis and Private Hire Cars

- 4.32 The conditions for taxis and private hire cars (PHC) licences have been altered to help improve air quality. Emissions reduction is expected through the introduction of an age limitation and vehicle engine (emission) policy. As of 1 April 2020, any new licensed taxi or PHC vehicle (or a replacement vehicle under an existing taxi/PHC licence) will require to be Euro 6 engine standard.

Edinburgh City Centre Transformation Programme

- 4.33 In September 2019 the Council approved Edinburgh's City Centre Transformation - an ambitious plan for a people-focused Capital City Centre, which seeks to improve community, economic and cultural life. It outlines a programme to enhance public spaces to better support life in the city, by prioritising movement on foot, by bike and by public transport. The Council will therefore need to undergo a re-evaluation of traffic management priorities in the city centre, while also taking cognisance of the development of the LEZ and the emerging City Mobility Plan.

Clean Air Day

- 4.34 Clean Air Day is a national annual campaign which aims to raise awareness of air pollution, its harm to health and actions which everyone can take to improve air quality.
- 4.35 This year the Council hosted an event in Deaconess Gardens at St Leonards for pupils from Sciennes, Preston Street and Royal Mile primary schools with assistance from NHS Lothian. The children explored the site's air quality monitoring station to find out what happens to air samples and there were demonstrations about how human biology is affected by poor air quality. Pupils made pledges, were asked their views on Edinburgh's proposed LEZ and enjoyed a game of tag with an air quality related theme.
- 4.36 The Council also assisted SEPA in the delivery of an air quality banner competition in which 11 primary schools across the city took part. Banners were produced from the winning entries and displayed at the school gates in time for Clean Air Day.
- 4.37 A report from the day's events is included in Appendix 4.

Scotland's low emission strategy, Cleaner Air for Scotland (CAFS)

- 4.38 CAFS was launched in November 2015 by the Scottish Government, aiming to deliver more effective and efficient policy direction and guidance to achieve reduction in emissions by 2020.
- 4.39 A review of the strategy was announced late 2018, to consider the progress of the CAFS Strategy to date, assess the current state of Scotland's air quality and possible future trajectories, identify evidence and activity gaps and finally, provide advice and recommendations on priorities for further action.
- 4.40 On 29 August 2019, the independent Chair for the review, Professor Gemmill Campbell published a set of recommendations, following reports by expert working groups relating to health and environment, transport, placemaking and agriculture, industrial and domestic emissions. A consultation process is currently underway on the recommendations, with the Scottish Government aiming to publish a revised CAFS strategy in 2020.

Local Priorities and Challenges

- 4.41 Continuing economic growth in the city and wider region presents a challenge for air quality. Population growth has inevitable demand for all modes of transport and supported infrastructure.
- 4.42 The Council is preparing a new Local Development Plan for Edinburgh called the City Plan 2030, which will set out policies and proposals for development in Edinburgh between 2020 and 2030. The first stage of preparing the Plan is to consult on changes through a the 'Choices for City Plan 2030' document.
- 4.43 Alignment with local air quality management and developing local and national air quality strategies will be crucial to ensuring a sustainable economic growth.

5. Next Steps

- 5.1 This Air Quality Annual Progress Report (2019) discharges the Council's statutory duty to report on the monitoring and assessment of air quality, as specified under the terms of the Environment Act 1995 and the associated Local Air Quality Management framework.
- 5.2 The 2019 Air Quality Annual Progress Report reports is published on the Council's website.
- 5.3 The main priority for the Council in 2019/20 will be the revision to the current NO₂ Air Quality Action Plan (2008). This will be developed in conjunction with the City Mobility Plan (new Local Transport Strategy) and the review of the Cleaner Air for Scotland Strategy. The LEZ scheme for Edinburgh will form a major aspect of the Action Plan.
- 5.4 In progressing the LEZ, the Council will continue to work with the Scottish Government to have a scheme in place by the end of 2020. Work will also continue with SEPA and Transport Scotland to fully assess the implications of such a scheme, under the National Low Emission Framework and the National Modelling Framework. Provisions set out in the forthcoming Transport (Scotland) Bill will also be taken into account.
- 5.5 In 2019/20 the Council will also finalise the Draft Salamander Street Air Quality Action Plan for PM₁₀ in conjunction with SEPA, Forth Ports and relevant stakeholders to ensure levels are brought in line with the legal objectives. The challenge will be to ensure the downward trend in PM₁₀ concentrations in the area can be sustained, as new residential development is proposed in and around the area.
- 5.6 Further local priorities are summarised below:
 - 5.6.1 continue to work with Lothian Buses to improve fleet standard;
 - 5.6.2 continue ECO Stars scheme;

- 5.6.3 continue the roll out of telematics across the Council Fleet, following its early integration into the high-polluting Refuse Collection Vehicles;
- 5.6.4 complete outstanding SCOOT development and repair work;
- 5.6.5 commence installation of on-street electric vehicle charging infrastructure to strengthen the existing network;
- 5.6.6 continue support for the Active Travel Action Plan; and
- 5.6.7 undertake the Real-World Driving Emissions Study to support the National Modelling Framework and provide local insight to help inform Action Planning.

6. Financial impact

- 6.1 This report is a statement of facts regarding the results of ambient air quality monitoring and improvements achieved to date regarding progress with actions. The report has no direct financial impacts.

7. Stakeholder/Community Impact

- 7.1 Formal public consultation and engagement will be undertaken for development of Action Plans for NO₂ and PM₁₀.

8. Background reading/external references

- 8.1 2019 Air Quality Annual Progress Report (APR) for City of Edinburgh Council
http://www.edinburgh.gov.uk/downloads/download/117/local_air_quality_management_reports
- 8.2 A map of the AQMAs and the Council's monitoring network is available online at;
<https://edinburghcouncil.maps.arcgis.com/apps/webappviewer/index.html?id=dc93485b492947d0b2182c75aca4c554>
- 8.3 Cleaner Air for Scotland Strategy Independent Review, August 2019
<https://www.gov.scot/publications/cleaner-air-scotland-strategy-independent-review/>

9. Appendices

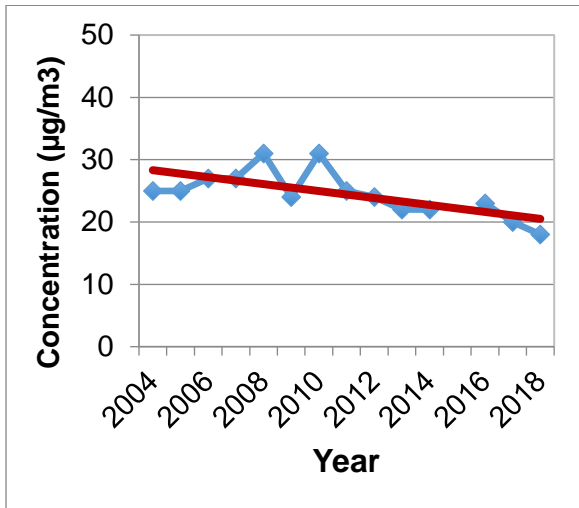
- 9.1 Appendix 1 Trends in NO₂, PM₁₀ and PM_{2.5}
- 9.2 Appendix 2 Nitrogen Dioxide (NO₂), Particle PM₁₀ and PM_{2.5} Legal Standards
- 9.3 Appendix 3 Summary of the locations where 2018 monitoring results are at or exceed the annual mean Nitrogen Dioxide Objective (40 µg/m³)
- 9.4 Appendix 4 Report on Clean Air Day 2019

**Trends for Nitrogen Dioxide (NO₂) and Particle Matter (PM₁₀
and PM_{2.5})**

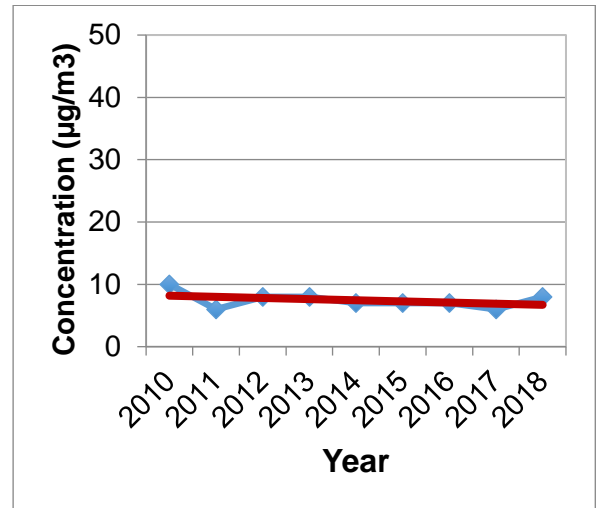
Trends in Annual Mean Nitrogen Dioxide (NO₂)

Trends are calculated using automatically measured data from different types of monitoring stations across the City. These types are mentioned in brackets below.

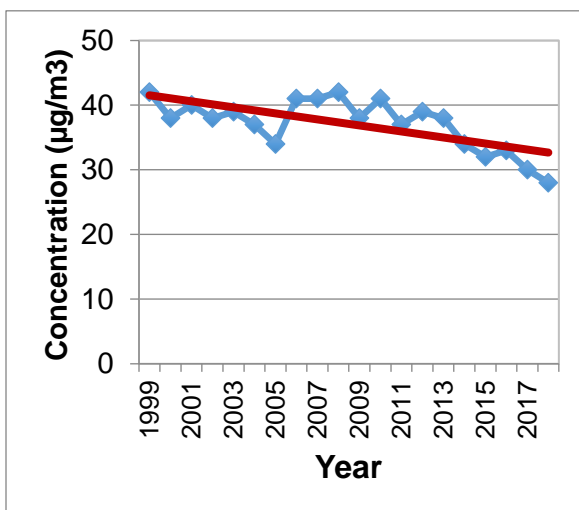
St Leonard's (Urban Background)



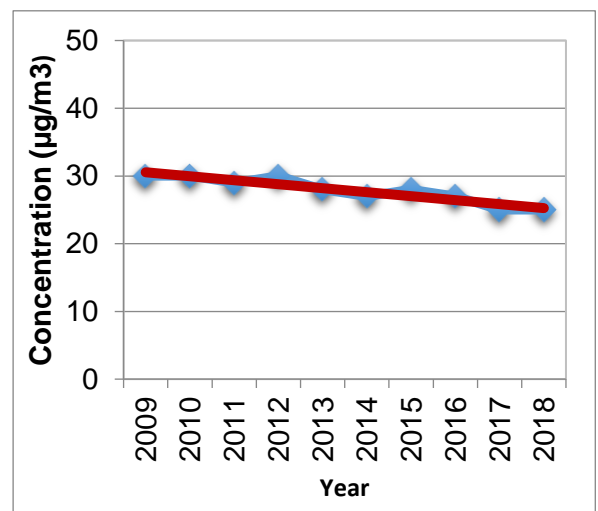
Currie (Suburban background)



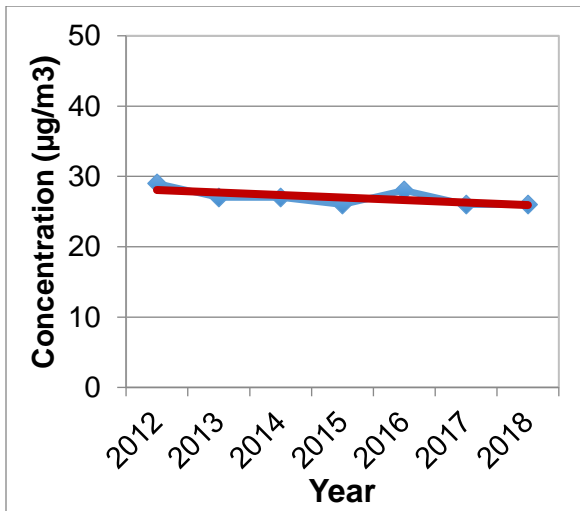
Gorgie Road (Roadside)



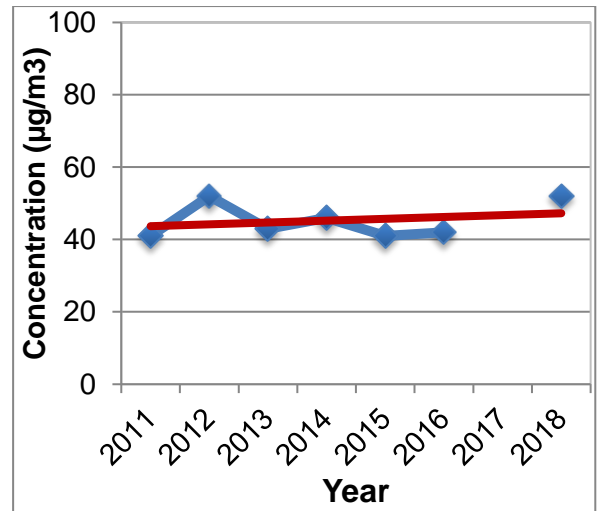
Salamander Street (Roadside)



Glasgow Road (Roadside)

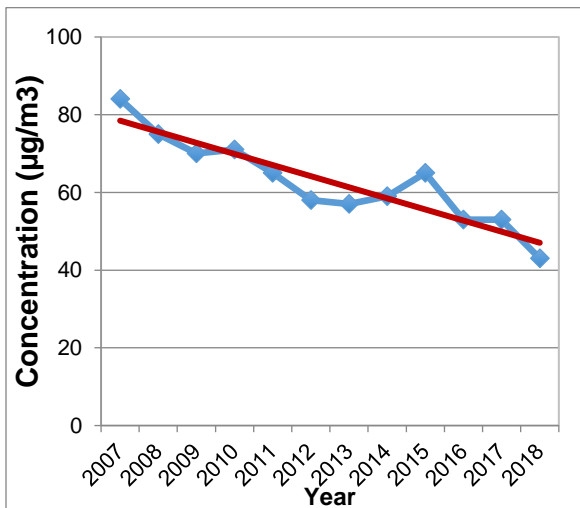


Queensferry Road (Roadside)

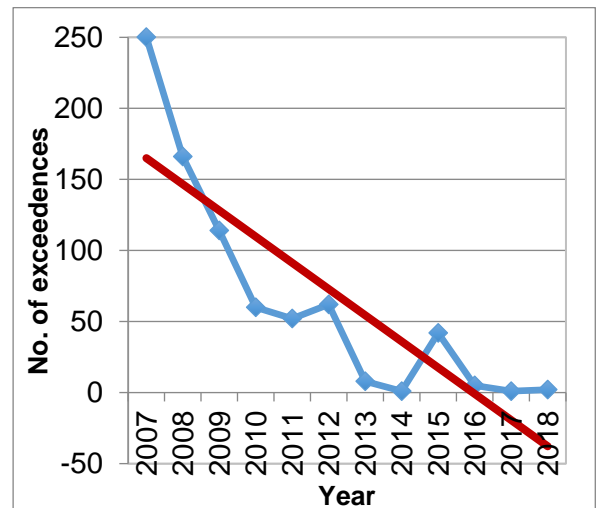


Trends of Nitrogen Dioxide (NO₂) at St Johns Road (Kerbside)

Annual Mean



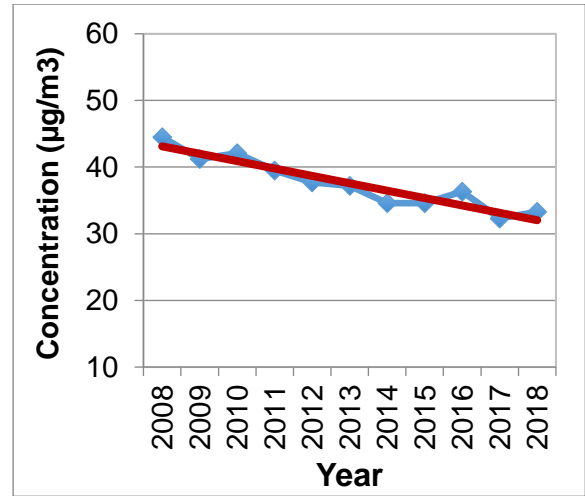
Number of Exceedances of the Hourly Mean Objective



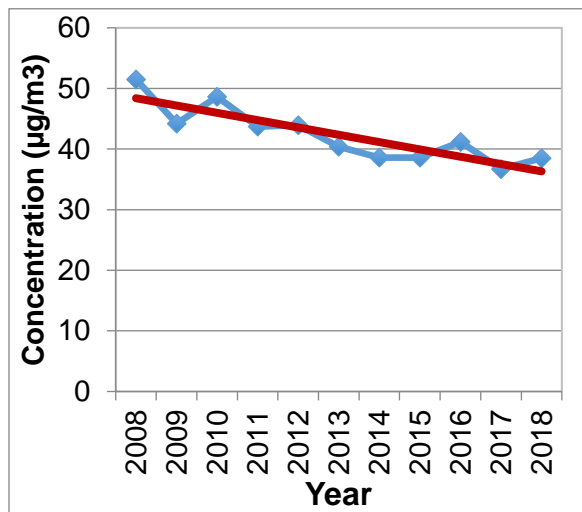
Trend in Annual Mean Nitrogen Dioxide (NO₂) in the Air Quality Management Areas

Trends are calculated using average non-automatic (passive diffusion tube) data.

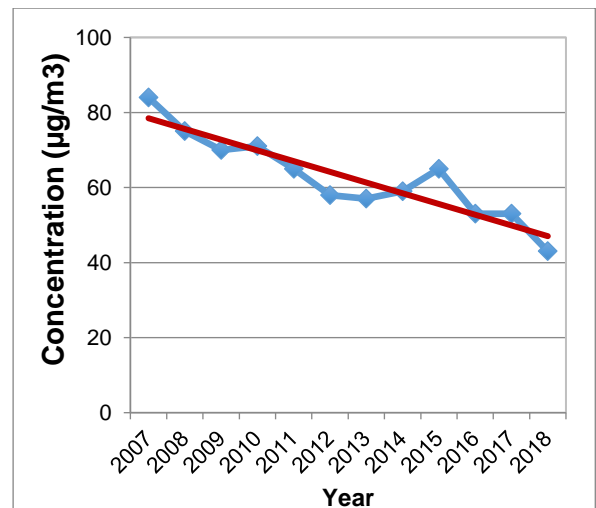
Great Junction Street AQMA



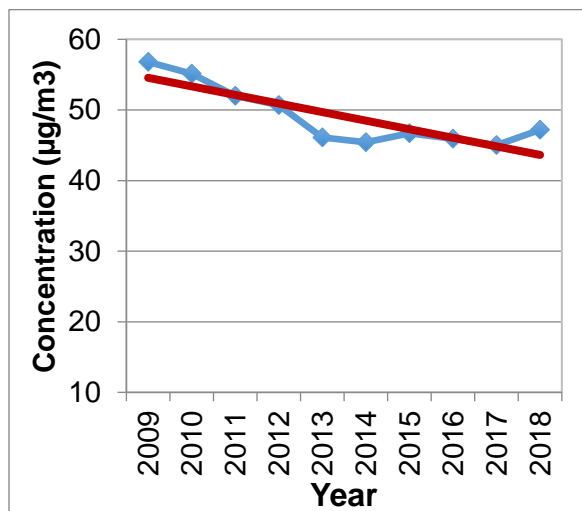
Central AQMA



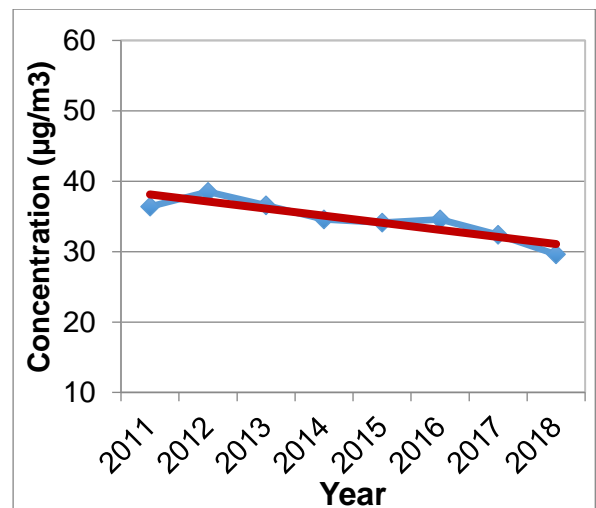
St John's Road AQMA



Glasgow Road AQMA



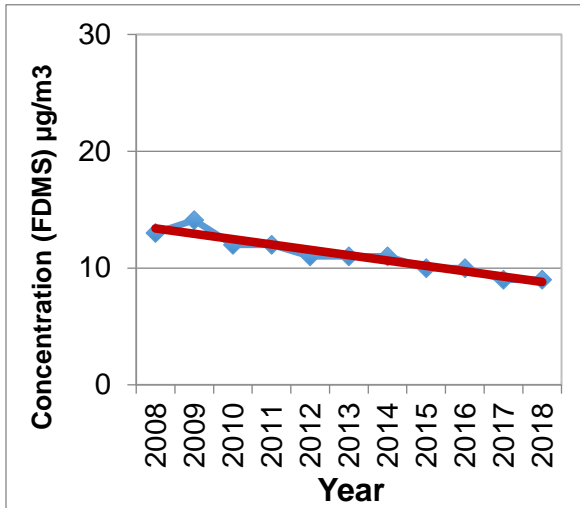
Inverleith Row AQMA



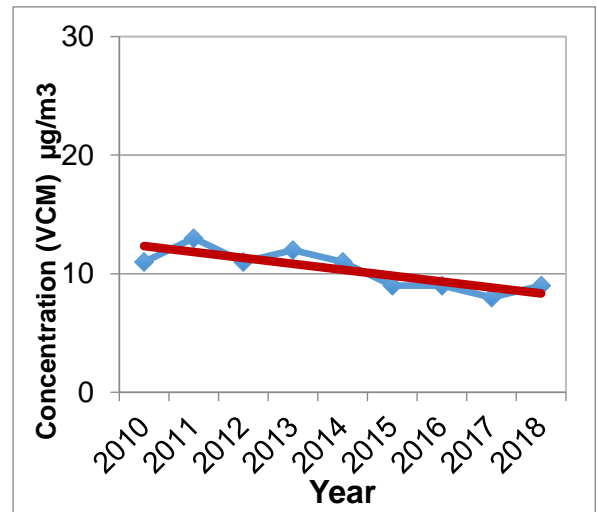
Trends in Annual Mean PM₁₀

Trends are calculated using automatically measured data from different types of monitoring stations (mentioned in brackets) across the City.

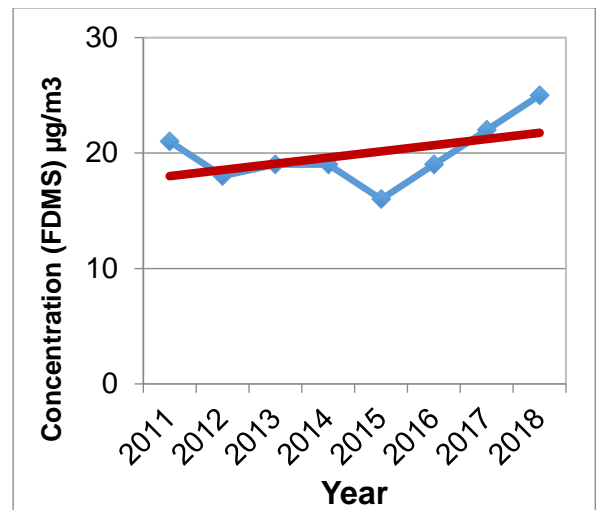
St Leonard's (Urban Background)



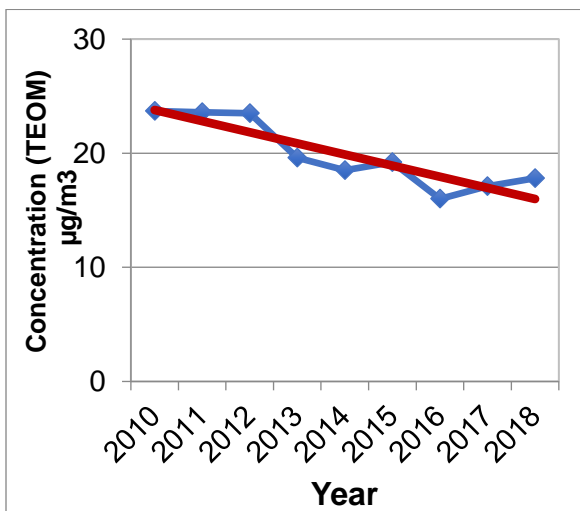
Currie (Suburban)



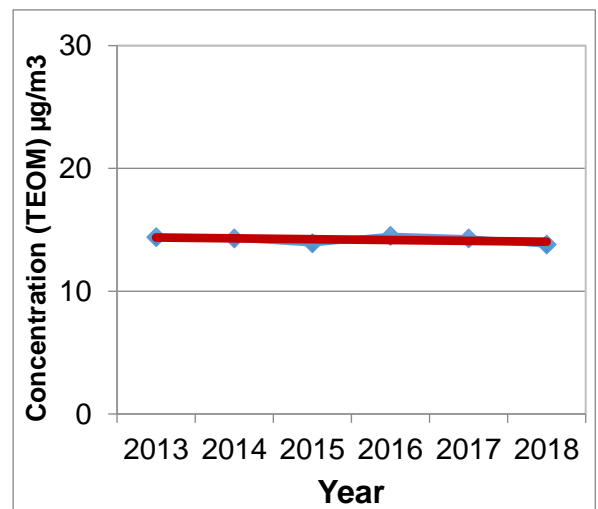
Queensferry Road (Roadside)



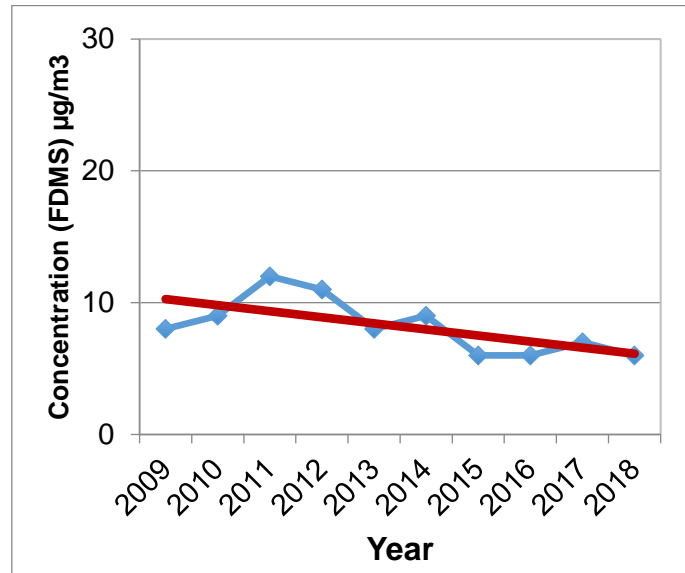
Salamander Street (Roadside / Fugitive / Industrial)



Glasgow Road (Roadside)



**Trend in Annual Mean PM_{2.5}
at St Leonard's monitoring station (automatically measured data)**



NO₂, PM₁₀ and PM_{2.5} Legal Standards**Nitrogen Dioxide (NO₂), Particle PM₁₀ and PM_{2.5} Legal Standards**

Pollutant	Status	Concentration in Ambient air	Measured as	To be achieved by
NO₂	Scottish & UK Statutory Air Quality Objective and EU limit values	200 µg/m ³ not to be exceeded more than 18 times a year	1-hour mean	31.12.2005*
		40 µg/m ³	Annual mean	31.12.2005*
PM₁₀	Scottish Statutory Air Quality Objectives	18 µg/m ³	Annual mean	2010
		50 µg/m ³ not to be exceeded more than 7 times a year	Daily mean	2010
	Statutory UK Objective and EU limit values	40 µg/m ³	Annual mean	2004
		50 µg/m ³ not to be exceeded more than 35 times a year	Daily mean	2004
PM_{2.5}	Scottish Statutory Air Quality Objective	10 µg/m ³	Annual mean	2020
	Statutory UK Objective and EU limit values	25 µg/m ³	Annual mean	2020
		15% reduction in urban background	-	2010-2020

* The European Commission allowed an extension until 1 January 2015 for compliance.

Appendix 3

Summary of the locations where 2018 monitoring results are at or exceed the annual mean Nitrogen Dioxide Objective (40 µg/m³)

Site ID	Site address	In AQMA (NO ₂)?	Data Capture	Annual mean concentration µg/m ³ (Bias adjusted 0.9)
37a*	Grassmarket 41	Y Central	79	56
67	London Rd/Earlston Pl	Y Central	92	42
81	London Rd/E. Norton Pl	Y Central	92	43
70	London Rd/Wolseley Ter	Y Central	92	40
135	Nicolson Street 69	Y Central	83	43
ID11	Nicolson Street (Auto)	Y Central	100	47
27	North Bridge – South	Y Central	83	40
47	Princes Street Eastbound	Y Central	92	40
33	Queen St/North David St	Y Central	92	42
SH1	Shandwick Place Hostel	Y Central	58	40
144	South Bridge 59	Y Central	67	41
3b	Torphichen Place 1	Y Central	92	43
3	Torphichen Place CH	Y Central	83	43
28d	West Port 42	Y Central	92	51
28b	West Port 62	Y Central	58	65
15	Glasgow Rd Newbridge	Y Glasgow Rd	92	40
58*	Glasgow Rd Newbridge	Y Glasgow Rd	92	45
1d	St John's Road 131	Y St John's Rd	100	40
ID5	St John's Road (Auto)	Y St John's Rd	99	43
64	Queensferry Road 550	No	92	41

* Duplicate passive diffusion tube result

(Auto) = Automatic data, otherwise data represents results from the non-automatic, passive diffusion tube network.

Report on Clean Air Day 2019

Clean Air Day is a national annual campaign which aims to raise awareness of air pollution and its harm to health. It is a chance for people to find out more about air pollution, share information and learn simple ways to improve air quality and the health of the nation.

This year Clean Air Day was held on Thursday 20 June. The Scotland campaign was coordinated by Environmental Protection Scotland.

In the run up to the National Clean Air Day campaign, the Council assisted SEPA in the delivery of a banner competition in primary schools in Edinburgh. Children were asked to design posters with an air quality theme, and banners produced from winning entries for display at the school gates commencing the week of Clean Air Day. In total eleven schools across the city took part.

On Clean Air Day itself, 60 pupils from P6 and P7 classes of three local primary schools - Royal Mile, Preston Street and Sciennes- attended a learning event in Deaconess Gardens, the location of the St Leonards automatic air quality monitoring station. The event was organised by the Council, with representatives from NHS Lothian Health Protection and Community Paediatric teams, and support from Environmental Protection Scotland, Bureau Veritas, AECOM and DEFRA who operate and manage the monitoring station.

The day, consisting of a series of short workshops, games and interactive demonstrations, gave the children the exciting opportunity to learn about air pollution, how it is monitored, its health impacts and how travel and lifestyle choices can impact air quality. Children also had the chance to give their views on the Edinburgh's Low Emission Zone proposals. Feedback from both pupils and teachers was overwhelmingly positive, with pupils reporting that they found the day both fun and interesting and were motivated to continue with making active travel a regular part of their lives.



Clean Air Day 2019 schools' event

Transport and Environment Committee

10.00am, Thursday, 5 December 2019

Internal Audit – The Council’s Roads Service Improvement Plan – referral from the Governance, Risk and Best Value Committee

Executive/routine
Wards
Council Commitments

1. For Decision/Action

- 1.1 The Governance, Risk and Best Value Committee has referred the attached Audit of the Council’s Roads Service Improvement Plan to the Transport and Environment Committee for consideration.

Andrew Kerr

Chief Executive

Contact: Jamie Macrae, Committee Officer

E-mail: jamie.macrae@edinburgh.gov.uk | Tel: 0131 553 8242

Referral Report

Internal Audit – The Council’s Roads Service Improvement Plan – referral from the Governance, Risk and Best Value Committee

2. Terms of Referral

- 2.1 The Governance, Risk and Best Value Committee on 13 August 2019 considered a report by the Chief Internal Auditor, [Internal Audit Annual Opinion for the year ended 31 March](#), which detailed the outcome of the audits carried out as part of the Council’s 2018/19 Internal Audit annual plan and the status of open Internal Audit findings as at 31 March 2019.
- 2.2 The Governance, Risk and Best Value Committee agreed:
- 2.2.1 To note the Internal Audit opinion for the year ended 31 March 2019.
- 2.2.2 To request that the Chief Executive, Executive Directors and Chief Officer of the Edinburgh Health and Social Care Partnership, supported by the Chief Internal Auditor, report to the relevant Executive Committee at the earliest opportunity and the subsequent Governance, Risk and Best Value Committee setting out clear plans to ensure the closure of all historic and overdue internal audit management actions to enable an improvement to the overall Internal Audit Opinion for 2019/20.
- 2.2.3 To refer all audits with a red finding to the next meeting of the appropriate Executive Committee for their consideration and that action plans would be reported back to the Governance, Risk and Best Value Committee.
- 2.3 This report therefore refers the Audit of the Council’s Roads Service Improvement Plan to the Transport and Environment Committee for consideration.

3. Background Reading/ External References

- 3.1 [Internal Audit Annual Opinion 2018/19](#) – report by the Chief Internal Auditor
- 3.2 [Governance, Risk and Best Value Committee – 13 August 2019 – Webcast](#)

4. Appendices

Appendix 1 – Internal Audit – The Council’s Roads Service Improvement Plan

The City of Edinburgh Council

Internal Audit

The Council's Roads Service Improvement Plan

Final Report

8 August 2019

PL1808

**Significant
improvement
required**

Significant control weaknesses were identified, in the design and effectiveness of the control environment and governance and risk management frameworks. Consequently, only limited assurance can be provided that risks are being managed and that the Council's objectives should be achieved.

Contents

1. Background and Scope	1
2. Executive summary	3
3. Detailed findings	5
Appendix 1 - Basis of our classifications	16
Appendix 2 – Areas of Audit Focus	17

This internal audit review is conducted for the City of Edinburgh Council under the auspices of the 2018/19 internal audit plan approved by the Governance, Risk, and Best Value Committee in March 2018. The review is designed to help the City of Edinburgh Council assess and refine its internal control environment. It is not designed or intended to be suitable for any other purpose and should not be relied upon for any other purpose. The City of Edinburgh Council accepts no responsibility for any such reliance and disclaims all liability in relation thereto.

The internal audit work and reporting has been performed in line with the requirements of the Public Sector Internal Audit Standards (PSIAS) and as a result is not designed or intended to comply with any other auditing standards.

Although there are a number of specific recommendations included in this report to strengthen internal control, it is management's responsibility to design, implement and maintain an effective control framework, and for the prevention and detection of irregularities and fraud. This is an essential part of the efficient management of the City of Edinburgh Council. Communication of the issues and weaknesses arising from this audit does not absolve management of this responsibility. High and Critical risk findings will be raised with senior management and elected members as appropriate.

1. Background and Scope

Background

The performance of the Council's roads maintenance function continues to be a matter of ongoing concern to both elected members and the public.

An Internal Audit (IA) Contract Management audit presented to the Governance Risk and Best Value (GRBV) committee on 23 June 2016 focused on works commissioned by either the North West Locality or the Transport Design & Delivery (TDD) team, for which Edinburgh Roads Service (ERS) was the contractor.

An IA follow-up review to assess service progress towards addressing the outstanding findings raised in the Contract Management review, and confirm whether agreed actions previously implemented had been sustained, resulted in a number of previously closed findings being reopened.

These outcomes were presented to GRBV on 9 March 2017 and IA highlighted that the volume and significance of the outstanding and reopened findings were indicators of fundamental issues with delivery of Roads services across the Council that related to people; culture and relationship management; systems integration; financial and quality management; and concluded that the service was not operating effectively.

The follow up review established that whilst the Internal Audit recommendations and agreed management actions in the original Contract Management audit report were appropriate at that time, overall Roads service performance had continued to decline to the extent where a comprehensive service redesign was required. Management had recognised the need to improve service performance were developing a Roads Service Improvement Plan (the Plan)

GRBV therefore accepted an IA recommendation that the outstanding Contract Management Internal Audit findings should be closed, on the basis that the Plan would result in the design and implementation of a new service delivery model.

The Plan was presented to and approved by the Council's Transport & Environment Committee on 10 August 2017. The Plan comprised two interdependent workstreams: the Roads and Transport Organisational Review (the new service delivery model); and a range of roads service improvement initiatives. The scope of the plan included:

- Simplifying organisational structure to create a single combined roads service;
- Improving customer service and customer interaction;
- An improved system of road safety inspections and defect repairs;
- Enhancing the capability of the workforce through investment in training and equipment;
- Reviewing the fleet and depot arrangements within the service;
- Streamlining business processes through the removal of internal trading;
- Improved asset management; and
- Improved capital delivery and contract management

The Plan contained 32 actions. Of these, 31 actions had target implementation dates of April 2018 or earlier.

Regular updates on the Plan have been provided to the Council's Transport and Environment Committee (TEC), with the most recent (6 December 2018) subsequently referred to the Council's Governance, Risk and Best Value Committee on 15 January 2019. The report indicated that 50% of the

actions in the plan were complete, with the implementation of the new Roads Service organisational structure by 1 April 2019 a critical dependency for implementation of the remainder of the Plan.

Scope

This review assessed the design adequacy and operating effectiveness of the key project governance controls established to support effective implementation of the Improvement Plan (including establishing appropriate finance and budget arrangements); defect reporting; inspection and repairs; delivery of capital projects; and alignment of the Asset Management Plan with the Local Improvement Plans owned by the four Localities

We also provided assurance in relation to the following risks included in the Corporate Leadership Team and Place Directorate risk registers:

- CLT - The Council is unable to ensure the effective management and successful delivery, on time and budget, of major programmes and projects. This risk also outlines the need for the Council to prioritise and deploy project delivery resource effectively, according to business needs, ensuring that benefits are realised

Place - Asset Management - The deterioration of an asset through an insufficient/ineffective repairs and maintenance may cause health and safety risks to users, alongside service outages and resultant reparation/substitution expenditure

Testing was performed on a sample basis across the period from January 2018 to April 2019.

A copy of our agreed Terms of Reference is attached at Appendix 2

Limitations of Scope

The scope of our review is outlined above. There are no specific scope limitations.

Further details on the scope of our review are included at Appendix 2 – Areas of Audit Focus.

Reporting Date

Our audit work concluded on 12 April 2019, and our findings and opinion are based on the conclusion of our work as at that date.

2. Executive summary

Total number of findings: 5

Summary of findings raised	
High	1. Roads improvement plan financial operating model and project governance
High	2. Roads services performance monitoring and quality assurance
Medium	3. Inspection, defect categorisation, and repairs
Low	4. Management of public liability claims
Advisory	5. Management of roads asset and capital data

Further detail on the basis of the classifications applied to our findings is included at Appendix 1.

Opinion

Significant Improvement Required

Our review identified significant control weaknesses in both the design adequacy and operating effectiveness of key project governance controls established to support implementation of the Roads Services Improvement Plan (the Plan); and operational controls established to monitor effective ongoing maintenance and repair of the Council's roads.

Our review of progress with implementation of the Plan highlighted the need to ensure that it is reviewed and rebased following completion of the Roads Services organisational review and implementation of the new service delivery model (expected to be completed by December 2019) to ensure that both completed and remaining plan actions remain relevant and are aligned to the revised organisational structure and service delivery objectives.

We also established the need to progress plans to replace the existing Roads internal trading mechanism with a new financial model, as this complex Plan action is only at the early stages of planning. In the interim, it is important to ensure that the new Roads organisational structure is appropriately reflected in the Council's general ledger and financial accounting systems.

Management has advised that success of the Plan will be measured by improvements in the annual Scottish Roads Maintenance Condition Survey and Road Condition Index that identifies the percentage of the Council's roads in need of maintenance; and improved responses from customer satisfaction surveys.

Whilst Plan progress reports to the Council's Transport and Environment Committee have included some performance information (for example in relation to roads defect repairs), more granular performance measures are required to confirm that implementation of both organisational changes and Plan actions have delivered the expected service delivery enhancements and performance outcomes.

It is also essential to ensure that appropriate first line risk based quality assurance checks are designed and implemented in relation to categorisation of defects; quality defect repairs; and quality of capital works to confirm the accuracy of performance reporting and support ongoing service delivery improvements.

We also identified the need to improve operational controls and training supporting the roads inspection; defect categorisation; and repairs processes, and established that security controls supporting remote

Confirm system access via an application on mobile devices require to be changed from single sign on to dual authentication to ensure that personal sensitive data in relation to public liability claims held in Confirm is appropriately secured in line with General Data Protection Regulation (GDPR) requirements. Consequently, two High; one Medium; and one Low rated findings have been raised. One Advisory finding has also been raised reflecting opportunities to improve ongoing management of roads asset and other capital data.

Areas of good practice

We also noted the following areas of good practice

- the design of the new Roads and Transport organisational structure and service delivery model has been effectively planned and has the potential to deliver significant roads service improvements if implemented and operated as designed;
- implemented Plan actions (for example, a mandatory requirement to capture and store before and after photographs of all defect repairs) are already generating service delivery improvements in some areas, such as defect classification and repair performance;
- the capital budget for carriageways; footways; street lighting; traffic signals; and structures was rebased and presented to the Transport and Environment Committee in February 2019 and includes capital projects carried forward from previous years in addition to projects scheduled for delivery in 2019/20;

Appropriate governance frameworks and management oversight have been established to monitor progress with delivery of the plan, and identify (at an early stage), any emerging issues that could impact its delivery; and

- The revised approach to roads capital maintenance is delivering the expected service delivery improvements that should soon be reflected in the annual Scottish Roads Maintenance Condition Survey and Road Condition Index.

Management response

The Roads Service Improvement Plan was not established as a formal (Prince 2) project and was instead managed as an amalgam of improvement actions. Whilst it is acknowledged that there has been drift in timescales, this is mainly attributable to ongoing focus on organisational change and implementation of the new service restructure.

Considering this, the oversight, governance, and engagement (whilst informal) has been good during the past nine to twelve months, with approximately 50% of Plan actions now implemented and evidence of improved performance in some areas, in particular defect repairs within timescale; the reduction of the road defect backlog; the reduction in the street lighting defect backlog; an increase in the number of capital schemes; and an improvement in the Road Condition Index (RCI) score.

As of the 1st of August, a third tier manager has been appointed to the new role of Roads and Transport Infrastructure Manager and recruitment/assignment to subsequent posts is due to commence imminently. It is expected that the restructure will conclude by the end of December 2019, which is essential to support the refresh and successful implementation of the Roads Improvement Plan.

3. Detailed findings

1. Roads Improvement Plan financial operating model and project governance

High

Roads Services budget alignment and financial operating model

Implementation of the new roads organisational structure and service delivery model will also require review and realignment of existing budgets with the new model, to ensure that anticipated cost savings and benefits can be effectively monitored.

Another key financial Plan deliverable is removal of the established roads internal trading mechanism that recharges costed repairs to internal Council client cost centres. Successful implementation of this action will involve significant re-configuration of existing Roads procurement; costing; and recharge arrangements, and the systems that support these processes (the Axim procurement and costing system; the Confirm asset and workflow management system; the Telford system used to cost capital works; and establishing interfaces with the Oracle general ledger system).

Management has advised that the Telford system is now unsupported and that a replacement is currently being considered.

We confirmed that whilst discussions were ongoing between the Roads Services Commercial Team and Finance colleagues regarding budget structures and future costing arrangements, the financial operating model and supporting systems requirements have not yet been designed, and there were no established plans to support completion of their design and subsequent implementation.

We also note that the plan includes use of a schedule of rates for roads works, however, it is not clear whether this will be required until the design of the new financial operating model has been agreed.

Roads Improvement Plan implementation timeframes

Regular Roads Improvement Plan (Plan) updates have been provided to the Council's Transport and Environment Committee (TEC), with the most recent (6 December 2018) subsequently referred to the Council's Governance, Risk and Best Value Committee on 15 January 2019.

This report indicated that 50% of the actions in the plan were complete, and that the implementation of the new Roads Service organisational structure and service delivery model by 1 April 2019 is a critical dependency for implementation of the remainder of the Plan.

Implementation of the new organisational structure and service delivery model is currently in progress, and management has advised that it is now expected to complete by the end of the 2019 calendar year.

At the time of our review, there were no clear plans or revised timeframes for the delivery of the remaining Plan actions following implementation of the new structure and service delivery model, or for the development of new roads services processes designed to align with the new structure.

Management has advised that whilst slippage with plan deliverables is evident, service performance is improving, as is evidenced by a number of key performance indicators.

Risks

The potential risks associated with our findings are:

- Optimism bias reported to Committee may lead to a lack of Elected Member and Citizen trust in the Council's ability to deliver on commitments;
- If the development of systems, procedures and processes going forward is not managed as a

portfolio of interdependent projects, initiatives may stall or conflict, leading to failure to achieve the desired improvements in service delivery;

- If the transition to revised integrated financial systems is not effectively project managed, operational service delivery may be impacted, and effective cost management and control may not be achieved; and
- Without a formal post-implementation review of the revised structure, required adjustments to resourcing may not be captured and implemented;

1.1 Recommendation – Roads Service Improvement Plan review (including financial operating model)

Following implementation of the new Roads Service organisational structure and service delivery mode, the Roads Service Improvement Plan (the Plan) should be reviewed. The review should include:

- consideration as to whether previously implemented and remaining Plan actions remain appropriate and aligned with the new Roads organisational structure and service delivery model;
- whether any new plan actions are required;
- inclusion of a financial operating model workstream that will support design of a new financial model that includes appropriate procurement; costing; recharge; and budget processes that is supported by appropriate technology systems;
- consideration of any additional funding requirements;
- consideration of risks; issues; and dependencies associated with Plan delivery;
- allocation of responsibility for delivery of Plan actions across the Roads senior management and Finance teams; and Digital Services;
- revision of completion timeframes, with revised timeframes that are realistic and achievable.

Following completion of the review, a full business plan will be developed to support implementation of the remaining and any newly identified Plan actions.

1.1 Agreed Management Action - Roads Service Improvement Plan review (including financial operating model)

Accepted. The Roads Service Improvement Plan (the Plan) will be reviewed following completion of the organisational restructure, and will consider the points noted in the recommendation. A review of the financial operating model will also be undertaken with the aim of embedding a new budget structure for the service. Once completed the Plan business case will be refreshed to reflect any significant changes.

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

30 April 2020

1.2 Recommendation – Roads Service Improvement Plan approval

Following review and refresh of the Roads Service Improvement Plan, the revised business plan should be presented to both the Council's Change Board and the Transport and Environment Committee for review and approval, with regular ongoing updates provided to both forums in line with the reporting requirements detailed in the Council's [Project Management Toolkit for Major Projects](#).

1.2 Agreed Management Action - Roads Service Improvement Plan approval

On appointment of the tier 3 and 4 management team, a re-base of the improvement plan will take place and the revised plan will be submitted to the Council's Change Board and the Transport and Environment Committee for approval, with ongoing progress updates provided to both forums.

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

31 July 2020

1.3 Recommendation – Roads Service Improvement Plan project governance

Delivery and implementation of the Roads Service Improvement Plan should be managed and governed in line with the requirements specified in the Council's [Project Management Toolkit for Major Projects](#).

1.3 Agreed Management Action - Roads Service Improvement Plan project governance

Accepted. The re-based plan will be managed in line with the Project Management Toolkit for Major Projects. The plan will be managed by the Roads service Performance Coordinator once appointed in the revised structure.

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

20 December 2020

1.4 Recommendation - Post implementation reviews

- A post implementation review of the new Roads organisational structure and service delivery model should be performed at an appropriate point in time to assess whether the new model is operating as expected and consider whether any further adjustments to the structure is required; and
- A post implementation review should also be scheduled at an appropriate point in time following final implementation of all Roads Service Improvement Plan actions to consider whether anticipated service delivery benefits have been realised.

1.4 Agreed Management Action - Post implementation reviews

A post implementation review of both the new organisational structure (31 March 2020) and completed Roads Service Improvement Plan (the Plan) actions (March 2021) will take place to assess the effectiveness of the new service and any requirements for change, and the impact of the changes delivered through the Plan.

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

31 March 2021

Service delivery performance monitoring

Management has advised that the key measures of successful implementation of the Roads Service Improvement Plan (the Plan) are improvements in both the Road Condition Index; improved delivery of inspection and defect repairs as measured by key performance indicators; and feedback obtained from customer satisfaction surveys.

These broad measures of success are relevant but require to be supported by more granular performance measures to assess whether the expected benefits from the restructured Roads service delivery model (which involves significant service delivery operational changes, particularly in relation to inspections) and implemented Plan actions are being realised and service delivery improvements achieved on an ongoing basis.

Whilst Plan progress reports provided to the Transport and Environment Committee have included some performance information on (for example) Roads defect repairs, there is currently no established ongoing performance reporting that details performance outcomes in comparison to clearly defined key performance indicators, as has recently introduced in Waste and Cleansing.

Roads services quality assurance

To confirm the completeness and accuracy of ongoing service delivery performance monitoring and reporting, it is essential that appropriate (risk based) quality assurance processes are established and maintained.

Our review confirmed that there are currently no established quality assurance checks in relation to:

- the categorisation of road and footway defects by inspectors
- the quality of routine reactive repairs of carriageway and footway defects

Additionally, the quality assurance process applied by the Technical Design and Delivery Team has not been subject to recent review.

Risks

The potential risks associated with our findings are:

- Lack of detailed improvement measures may lead to a failure to take timely corrective action if desired service improvements are not being realised as and when anticipated;
- Without regular service performance reporting at Committee level, timely information on progress with delivery of anticipated service improvements will not be available to Elected Members and Citizens; and
- Lack of effective quality assurance processes could potentially result failure to remedy inaccurate categorisation of defects and poor quality repairs, and potential loss of external quality accreditation

2.1 Recommendation – Service Delivery Performance Monitoring

- a set of SMARTER (specific; measurable; achievable; relevant; timely; explainable; and readjusted when appropriate) Roads key performance measures should be defined and implemented to support ongoing monitoring of the effectiveness and quality of service delivery, and confirm whether expected financial and service delivery benefits are being realised;

- a roads dashboard should be developed (potentially (similar to that recently developed for Waste and Cleansing) and implemented that details actual service delivery performance in comparison to key performance measures;
- the Roads dashboard should be used by the Roads management team to determine the necessary actions required to improve service delivery where performance targets are not being achieved
- the Roads dashboard and supporting service delivery improvement actions should be provided to the Council's Corporate Leadership Team, and Transport and Environment Committee for review and scrutiny at an appropriate frequency;

2.1 Agreed Management Action - Service Delivery Performance Monitoring

One of the roles included in the new Roads structure is a Roads Service Performance Coordinator. The team member appointed to this role will be responsible for designing; implementing; and maintaining a performance and quality assurance framework that will incorporate the recommendations made to support ongoing monitoring and management of the Roads service.

This will involve ensuring that all Roads teams develop team plans that include key performance measures; outline their respective roles and responsibilities for delivery; and are aligned with overall Council's commitments that are relevant to Roads.

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

31 July 2020

2.2 Recommendation – Roads services quality assurance framework

1. An appropriate risk based Roads services quality assurance framework should be designed; implemented; and maintained to confirm that the quality of services delivered remains acceptable. This should include (but not be restricted to):
 - ongoing review of a sample of defect categorisations across the population of inspectors to confirm that defects have been appropriately categorised. This could be performed as a desktop review, using photographic information recorded on the Confirm asset and workflow management system. Management should consider whether these checks should be performed before or after the defect has been repaired, based on the risks associated with incorrect categorisation;
 - ongoing review of a sample of defect repairs. This review could include a combination of site inspections and / or review of photographic evidence recorded on Confirm; and
 - The Transport Design & Delivery Team quality assurance process should be reviewed and refreshed to align with the new Roads organisational structure and service delivery model.
2. quality assurance key performance measures should be defined, and quality assurance outcomes reported in the Roads performance dashboard (refer recommendation 2.1);
3. quality assurance key performance measures should be included in the objectives set as part of annual looking forward conversations; and
4. themes emerging from quality assurance reviews should be shared with Roads team members and used to determine and address both individual and team training needs (refer recommendation 3.2 below).

2.2 Agreed Management Action - Roads services quality assurance framework

1. The existing Transport Design and Delivery quality framework will be revised to reflect the new Roads and Transport Infrastructure Service and rolled out across the service. As part of this review, the recommendations highlighted above will be considered and incorporated where appropriate. The Design, Structures and Flood Prevention Manager will be responsible for refreshing the quality framework once appointed.

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

30 June 2020

2. A sampling regime will be designed and embedded for safety inspections to ensure that defects are being categorised properly. This process will be designed and implemented by the Team Leader for Safety Inspections to be appointed as part of the ongoing restructure.

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Sean Gilchrist, Asset and Performance Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

30 June 2020

3. A sampling regime will be designed and embedded for road defect repairs to ensure that repairs are fit for purpose and effective.

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Sean Gilchrist, Asset and Performance Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

30 June 2020

4. Key performance indicators for each team will be included in the target setting for each 4th tier manager and their direct reports to ensure focus on these measures. Emerging themes from Team Plans and quality assurance reviews will also be shared with Roads teams, and individual and team training needs will be considered based on the themes identified. This process will be designed and implemented by the Service Performance Coordinator to be appointed as part of the ongoing restructure.

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Sean Gilchrist, Asset and Performance Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

30 June 2020

3. Inspection, defect categorisation, and repairs

Medium

Operational Guide - Roads Safety Inspection and Defect Categorisation

The “Operational Guide - Roads Safety Inspection and Defect Categorisation Procedure”, introduced 1 March 2016, sets out the Council’s service standards for planned and reactive roads defect inspections, defect categorisation and repair timescales.

We were unable to find a record of the guide being submitted either to full Council or the Transport and Environment Committee for approval, in line with standard practice across Scottish Local Authorities

The Council has recently altered its service standard to include separate timescales for defect inspection and defect repairs, and the Operational Guide has not been updated to reflect this.

Inspector training and qualifications

One of the Roads Service Improvement Plan actions involved delivery of training to Inspectors across the Localities on defect categorisation and use of the Confirm asset and workflow management System. This training has contributed to a significant reduction in the volume of 'category 1' emergency road repairs.

Additionally, four inspectors have attended training provided by an Institute of Highway Engineers approved trainer, which results in official registration.

Our review confirmed that there were no further internal or external training plans for inspectors following implementation of the new centralised organisational structure and service delivery model in addition to the training previously delivered and / or attended.

Confirm asset management and workflow system

The Confirm Connect application is used by inspectors and repair squads to access the Confirm system remotely on mobile devices. Whilst the application has a dual user authentication process (user name & password), there are some handsets currently in use where single sign on is required to access data held on the Confirm system, which does include personal sensitive data in relation to claims.

Management has advised that this is a known legacy issue affecting a limited number of handsets.

The Operational Guide includes an annual programme of planned Roads asset safety inspections that follow pre-defined routes. The routes have been created and the inspection results are recorded in the Confirm system. It is currently not possible to monitor progress of completed inspections in comparison to plan as Confirm cannot provide completed and accurate management information due to technical issues in relation to inspection dates generated by the system.

Risk

The potential risks associated with our findings are:

- If the Safety Inspection and Defect Categorisation Procedure is not aligned with current processes and has not been approved by either the relevant Council Executive Committee or full Council, it may lack robustness as a defence against potential liability claims;
- If inspectors do not have up to date qualifications and registration the robustness of compliance with inspection regimes as a defence when repudiating liability claims may be undermined;
- Without reliable management information management do not have assurance that adequate progress is being made with the programme of planned inspections; and
- Without two-stage authentication to access the Confirm Connect Application there is a risk of potential non compliance with General Data Protection Regulations (GDPR) Article 5(1)(f) and Article 32 in relation to information security and security of processing.

3.1 Recommendation – review and approval of the Operational Guide

The “Operational Guide - Roads Safety Inspection and Defect Categorisation Procedure” should be updated to reflect current Roads service standards for inspection and repair times and presented to either the Transport and Environment Committee or full Council for review and approval.

3.1 Agreed Management Action - review and approval of the Operational Guide

The Transport and Environment Committee will be asked to consider and approved the revised inspection defect categorisation procedure developed by Roads in September 2019. This is already included in the Committee forward plan.

<p>Owner: Paul Lawrence, Executive Director of Place</p> <p>Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Sean Gilchrist, Asset and Performance Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant</p>	<p>Implementation Date: 31 October 2019</p>
--	--

3.2 Recommendation – Inspector training and qualifications

A formal training plan should be designed and established for all inspection team members. This should include (but not be restricted to):

- ongoing training in defect categorisation and use of the Confirm asset management and workflow system;
- delivery of training on an ‘as needs’ basis based on the outcomes of ongoing quality assurance reviews (refer finding 2); and
- ongoing training and certification with the Institute of Highway Engineers, or another relevant professional body.

3.2 Agreed Management Action - Inspector training and qualifications

1. Design and implement a training framework for all relevant Inspectors in line with the newly adopted ‘Road Safety Inspection and Defect Categorisation Procedure’

<p>Owner: Paul Lawrence, Executive Director of Place</p> <p>Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Sean Gilchrist, Asset and Performance Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant</p>	<p>Implementation Date: 31 January 2020</p>
--	--

2. Ensure all relevant Inspectors are accredited by an appropriately accredited professional body.

<p>Owner: Paul Lawrence, Executive Director of Place</p> <p>Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Sean Gilchrist, Asset and Performance Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant</p>	<p>Implementation Date: 31 August 2020</p>
--	---

3.3 Recommendation– Management information for planned inspections

The supplier of the Confirm system should be contacted to determine whether a system change can be implemented to enable a more realistic system based inspection due date allocation to be provided by the system for allocation of future inspection dates.

Where this cannot be provided, management should design and implement an alternative process to monitor progress with planned inspections and include these outcomes in the Roads service performance dashboard (refer finding 2).

3.3 Agreed Management Action - Management information for planned inspections

On appointment, the new Service Performance Coordinator and Team Leader – Safety Inspections will work with Pitney Bowes (the supplier of the Confirm system) to develop a new process to plan and monitor safety inspection performance

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Sean Gilchrist, Asset and Performance Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

31 March 2020

3.4 Recommendation - authentication protocol for the Confirm Connect application

Roads should identify users with mobile devices where only single sign on is required to access the Confirm Connect application and data held on the Confirm system.

These devices should be replaced with devices that include dual factor authentication to access the application.

3.4 Agreed Management Action

An audit of all handsets will be undertaken, and any non-complaint handsets will be removed and replaced

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Sean Gilchrist, Asset and Performance Manager; Jordan Walker, Senior Systems Development Officer; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

31 January 2020

4. Management of public liability claims

Low

Public liability claims are initially registered on the Confirm system, investigated by the Locality Roads and Environment teams, and then assigned to the Council's Insurance Services team for registration on the Local Authority Claims Handling System (LACHS) and onward transmission to the Council's claims handlers.

There is currently no reconciliation performed between the volume of claims recorded on LACHS and Confirm.

Additionally, Insurance Services can provide detailed management information which would be useful in helping Roads Services manage its claims experience by understanding the systemic themes and root causes of the claims received. At present there is no established agreement between Roads and Insurance Services in relation to provision of claims management information.

Risk

The potential risks associated with our findings are:

- Claims received but not reported to Insurance Services are not identified;
- Without appropriate claims management information reporting processes, the Council will be unable to review the nature of the claims and identify and address any systemic causes.

4.1 Recommendation – Management of public liability claims

A spreadsheet should be designed; implemented; and maintained; that records all claims received and monitors their progress from receipt through transfer to the Local Authority Claims Handling System (LACHS) system; and onward transmission to the claims handlers.

4.1 Agreed Management Action– Management of public liability claims

A new process will be developed within the Confirm system which requires reconciliation between accident claim enquiries and those logged on the Local Authority Claims Handling System (LACHS) system.

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Sean Gilchrist, Asset and Performance Manager; Jordan Walker, Senior Systems Development Officer; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

28 May 2020

4.2 Recommendation– Management of public liability claims

Roads management should meet with the Insurance Services team to determine the availability of management information in relation to public liability claims.

Where reports are available that detail the root cause of public liability claims, these should be provided to Roads senior management at an appropriate frequency (for example, monthly or quarterly) for review, so that the main root causes can be determined, and (where possible) appropriate preventative action taken to reduce volumes of future claims.

4.2 Agreed Management Action – Management of public liability claims

Quarterly meetings will be arranged between the Safety Inspection team and the Insurance team to identify trends and areas of focus.

This process will be designed and implemented by the Team Leader, Safety Inspections to be appointed as part of the ongoing restructure.

Owner: Paul Lawrence, Executive Director of Place

Contributors: Gareth Barwell, Head of Place Management; Cliff Hutt, Roads and Transport Infrastructure Manager; Sean Gilchrist, Asset and Performance Manager; Alison Coburn, Operations Manager; Nicole Fraser, Executive Assistant

Implementation Date:

30 April 2020

5. Management of roads asset and capital data

Advisory

The Confirm asset and workflow management system is the core asset management system used for road assets. At present this does not include data on structures; capital works; gullies; and road signs

(though information may be held elsewhere), and does not contain the Road Condition Index information, which is entered separately on the Geographical Information System (GIS).

Opportunity

There is an opportunity to better optimise repair strategies if all the information relating to a particular road asset is consolidated and maintained in one central database

5.1 Recommendation – consolidated asset management data

An action should be included in the Roads Service Improvement Plan (refer finding 1) to assess the feasibility of consolidating all relevant Roads information including capital works; structures; gullies; road signs and Road Condition Index information on one centralised asset management system (potentially Confirm).

5.1 Agreed Management Action - consolidated asset management data

The Asset and Performance team will work with Pitney Bowes to scope the potential to consolidate these systems, and the financial costs involved. Once the costs and benefits have been considered, a management decision will be made as to whether to undertake this consolidation.

Appendix 1 - Basis of our classifications

Finding rating	Assessment rationale
Critical	<p>A finding that could have a:</p> <ul style="list-style-type: none"> • Critical impact on the operational performance; or • Critical monetary or financial statement impact; or • Critical breach in laws and regulations that could result in material fines or consequences; or • Critical impact on the reputation of the organisation which could threaten its future viability.
High	<p>A finding that could have a:</p> <ul style="list-style-type: none"> • Significant impact on operational performance; or • Significant monetary or financial statement impact; or • Significant breach in laws and regulations resulting in significant fines and consequences; or • Significant impact on the reputation of the organisation.
Medium	<p>A finding that could have a:</p> <ul style="list-style-type: none"> • Moderate impact on operational performance; or • Moderate monetary or financial statement impact; or • Moderate breach in laws and regulations resulting in fines and consequences; or • Moderate impact on the reputation of the organisation.
Low	<p>A finding that could have a:</p> <ul style="list-style-type: none"> • Minor impact on operational performance; or • Minor monetary or financial statement impact; or • Minor breach in laws and regulations with limited consequences; or • Minor impact on the reputation of the organisation.
Advisory	<p>A finding that does not have a risk impact but has been raised to highlight areas of inefficiencies or good practice.</p>

Include link to audit charter for overall report ratings.

Appendix 2 – Areas of Audit Focus

The audit areas and related control objectives that were tested in detail were:

Audit Area	Control Objectives
Roads Service Improvement Plan	<ul style="list-style-type: none"> • An effective overall approach has been adopted to manage the development and implementation of The Roads Service Improvement Plan; • The revised structure and delivery model has been effectively designed to meet the objectives of the Improvement Plan; • Effective arrangements are in place (or planned) to manage the remaining actions required to fully realise the expected benefits of the Improvement Plan, once the revised organisational structure is in place; and • A clear benefits realisation monitoring plan is in place to track the effectiveness of the plan.
Defect Reporting Inspection & Repairs	<ul style="list-style-type: none"> • Effective and comprehensive arrangements are in place to enable citizens to report road defects; • The Council has adopted an appropriate and realistic categorisation system for road defects, and this is being applied in a reasonable and consistent manner, which enables the method of repairs to be optimised from an asset management perspective; • An effective and comprehensive process is in place to ensure that all roads are routinely surveyed for defects with a frequency appropriate to the category of road; • An effective and responsive process is in place to ensure that all reported roads defects are inspected and appropriate repairs are initiated promptly in accordance with stated policy; • Those responsible for carrying out and managing road surveys and inspections have received appropriate training; • Those responsible for road surveys and inspections are equipped with appropriate technology to enable the results of inspections to be recorded and evidenced as far as possible in real time; • An effective process is in place for the scheduling and performance of reactive defect repairs; • An effective quality control process operates over the completed repair work; • Realistic and accurate performance indicators are in place which measure and report road condition and defect repair performance in a way which is meaningful and consistent with industry practice;

Audit Area	Control Objectives
	<ul style="list-style-type: none"> • A Transport Asset Management Plan ensures that the Council is pro-actively reducing the level of reactive defect repairs needed through effective planned maintenance; and • The Council has an effective regime in place for dealing with liability claims arising from road defects.
Delivery of Capital Projects	<ul style="list-style-type: none"> • The proposed integrated roads service structure and processes have been designed to facilitate effective delivery of capital projects; • These arrangements ensure proper linkages between the defect reporting, inspection and repairs process and the capital planning process; • Contracting arrangements which will provide certainty in terms of the delivery of future capital projects have been secured; • Plans are in place to rebase the capital plan from 1 April 2019 in order that clear measurement of delivery against plan may be made; and • For 2019-20 and future years, arrangements are in place to ensure that the capital plan and budget is accurately phased throughout the year and accurate up to date costing/measurement information will be available to track delivery against plans.
Finance and budget arrangements	<ul style="list-style-type: none"> • Adequate finance and budgetary control arrangements have been developed and are ready to operate from the inception of the integrated service; • There is a clear plan going forward for the further development of finance and budgetary control arrangements after the inception of the new service; • Proposed arrangements for the integrated service clearly identify budgetary responsibility within the service and there are clear lines of delegation for budgetary responsibility, and related upward reporting; • Costing and reporting arrangements for the new service ensure that individual officers have adequate information and systems support to enable them to manage their budgets; and • Proposed costing arrangements for the integrated service ensure that costing information used to manage budgets is reconcilable to the finance reports generated from the Council's main accounting system.
Alignment with Local Improvement Plans	<ul style="list-style-type: none"> • Adequate arrangements are in place to ensure that the Transport Asset Management and Local Improvement Plans owned by the Council are consistent.

This page is intentionally left blank

Transport and Environment Committee

10.00am, Thursday, 5 December 2019

Place Directorate – Internal Audit Action Update

Executive/routine Wards Council Commitments	Executive All
---	------------------

1. Recommendations

- 1.1 It is recommended that the Committee:
 - 1.1.1 Note the 2018/19 Internal Audit opinion and the associated summary findings from the final audits undertaken in the plan relevant to the Place Directorate;
 - 1.1.2 Note the position in respect of the current open and overdue internal audit findings relating to the Place Directorate, particularly in respect of the actions which are within the responsibility of Transport and Environment Committee;
 - 1.1.3 Refer this report to Planning Committee and Policy and Sustainability to consider the outstanding/overdue actions which relate to their Committee remit; and
 - 1.1.4 Agrees to refer this report and any feedback from the Committee to the next available meeting of the Governance, Risk and Best Value Committee.

Paul Lawrence

Executive Director of Place

E-mail: paul.lawrence@edinburgh.gov.uk | Tel: 0131 529 7325

Place Directorate - Internal Audit Action Updates

2. Executive Summary

- 2.1 This report follows Internal Audit's annual opinion for the City of Edinburgh Council for the financial year ended 31 March 2019 and the outcomes of Internal Audits completed at the end of the 2018/19 Internal Audit Plan which have either a Councilwide finding and are applicable to all Directorates or are specific to the Place Directorate.
- 2.2 No 'Critical' Internal Audit findings were raised during the course of 2018/19 and the total number of findings and High rated findings raised had decreased when compared to prior years. However, a number of significant weaknesses in the Council's overall control environment were identified by Internal Audit.
- 2.3 It was the Chief Internal Auditor's independent and professional opinion that the Council's established control environment; governance and risk management arrangements had not adapted or evolved sufficiently to support effective management of the changing risk environment and the Council's most significant risks, putting achievement of the Council's objectives at risk.
- 2.4 Consequently, Internal Audit reported a 'red' rated opinion, with an assessment towards the middle of this category, reflecting that significant enhancements are required to the Council's established control environment; governance; and risk management arrangements to ensure that the Council's most significant risks are effectively mitigated and managed. This outcome remained unchanged when compared to the Internal Audit opinion presented for the 2017/18 financial year.
- 2.5 The completion of the 2018/19 Internal Audit plan brought with it a number of reports which identified management actions for the Place Directorate to address.

3. Background

- 3.1 The objective of Internal Audit (IA) is to provide high quality independent audit assurance over the control environment established to manage the Council's most significant risks, and their overall governance and risk management arrangements in accordance with Public Sector Internal Audit Standards (PSIAS) requirements.

- 3.2 It is the responsibility of the Council's Chief Internal Auditor to provide an independent and objective annual opinion on the adequacy and effectiveness of the Council's control environment and governance and risk management frameworks in line with PSIAS requirements. The opinion is provided to the Governance, Risk, and Best Value Committee and should be used to inform the Council's Annual Governance Statement. The IA Opinion for 2018/19 was considered by Governance, Risk and Best Value Committee on [13 August 2019](#).
- 3.3 Where control weaknesses are identified, Internal Audit findings are raised, and management agree actions and timescales by which they will address the gaps identified.
- 3.4 It is the responsibility of management to address and rectify the weaknesses identified via timely implementation of these agreed management actions.
- 3.5 The IA definition of an overdue finding is any finding where all agreed management actions have not been implemented by the final date agreed by management and recorded in Internal Audit reports. Management actions are kept under review on a regular basis and revised timescales can be identified as the actions are being implemented. If the revised implementation date is after the original date agreed by management, these will show as overdue.
- 3.6 IA is not the only source of assurance provided to the Council as there are a number of additional assurance sources including: external audit, regulators and inspectorates, that the Committee should equally consider when forming their view on the design and effectiveness of the Council's control environment, governance and risk management arrangements.
- 3.7 On 13 August 2019, Governance, Risk and Best Value Committee requested that a summary of outstanding overdue IA actions should be reported to the relevant Executive Committee.

4. Main report

Internal Audit Opinion 2018/19

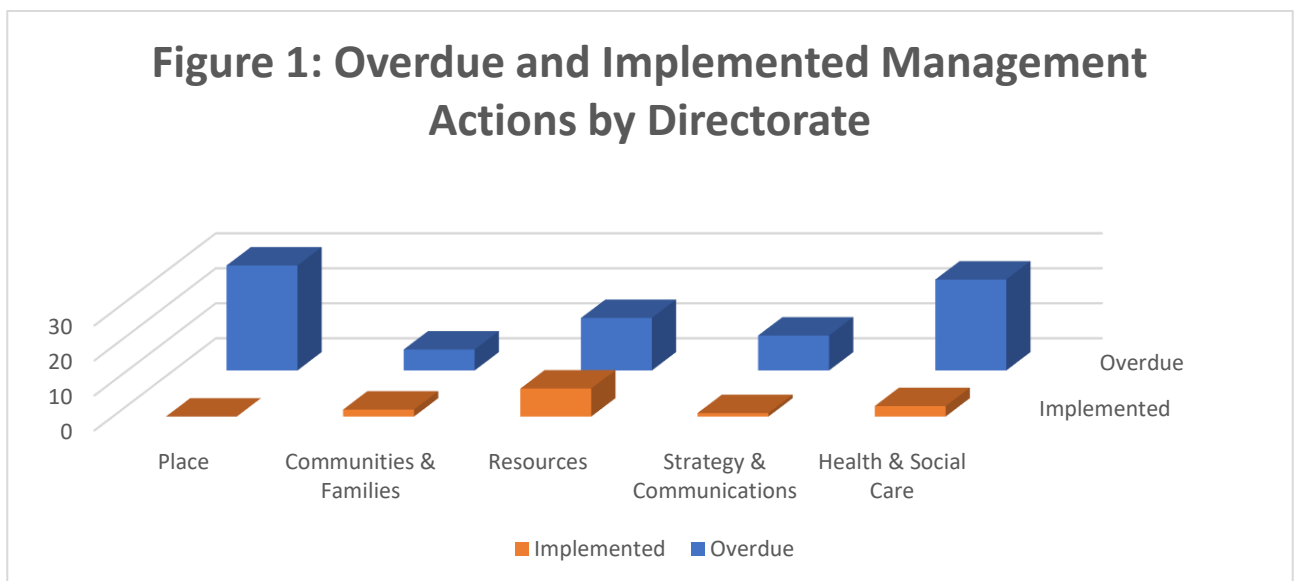
- 4.1 IA considered that significant enhancements were required to the Council's control environment, governance and risk management arrangements to ensure that the Council's most significant risks were effectively mitigated and managed and raised an overall 'red' rated opinion, with an assessment towards the middle of this category. This opinion aligned with the outcome reported for the 2017/18 financial year and was subject to the inherent limitations of internal audit (covering both the control environment and the assurance provided over controls).
- 4.2 No 'Critical' IA findings were raised for 2018/19 and the total number of findings (including High rated findings) raised had decreased when compared to prior years, which highlighted some positive improvement. However, a number of new and significant weaknesses in the Council's control environment had been identified,

together with an increased trend in the percentage and ageing of overdue IA findings as at 31 March 2019 in comparison to prior years.

- 4.3 Consequently, whilst it was IA’s opinion that whilst some progress was evident, the Council’s established control environment; governance; and risk management frameworks had not yet adapted sufficiently to support effective management of the changing risk environment and the Council’s most significant risks, putting achievement of the Council’s objectives at risk.

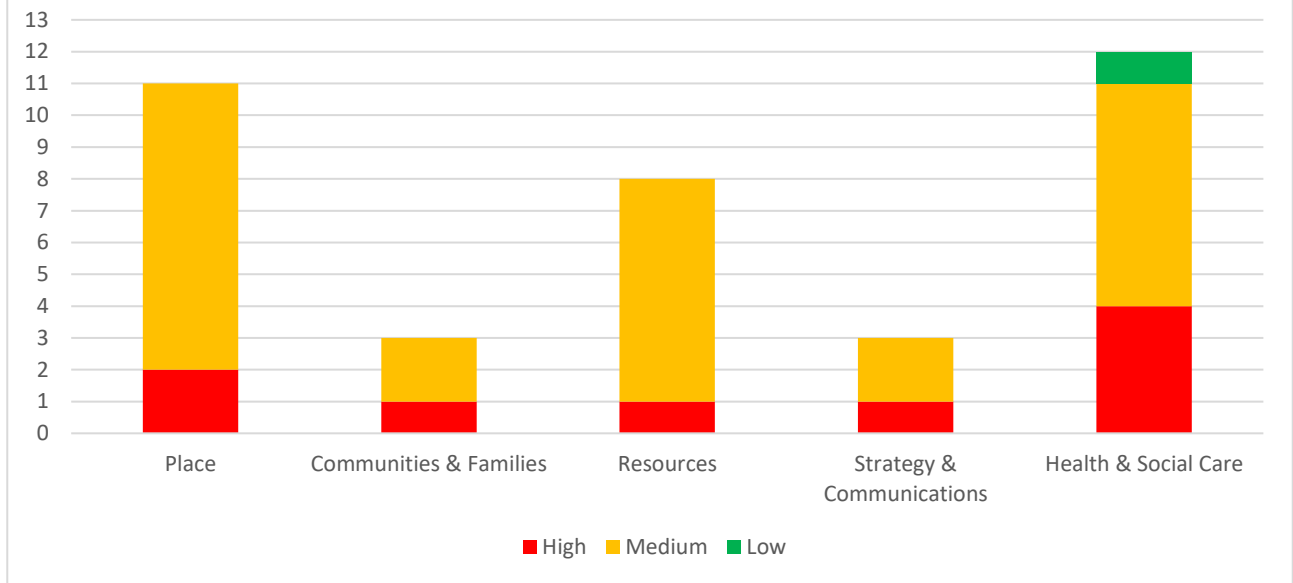
Open and Overdue Internal Audit actions as at 23 September 2019

- 4.4 At 23 September 2019 the Council had a total of 87 overdue management actions as outlined below in Figure 1. Of these, 73 were outstanding actions with 14 which had been passed to IA for review across the directorates/divisions.



- 4.5 Of these 87 management actions, nine are associated with High rated findings. Two of these are the responsibility of the Place directorate, as detailed in Figure 2 below:

Figure 2 - management actions with more than one revised completion date since July 2018



- 4.6 There are 12 IA's which have been carried out and which the Place Directorate has outstanding/overdue actions. Of these, there are 29 management actions which are being progressed but are not yet closed.
- 4.7 A summary of these actions is outlined in appendix 1. This update covers the actions as outstanding at 22 October 2019.
- 4.8 There have been five further actions added to the outstanding management actions for Place Directorate. Of these, three have been implemented and evidence is with IA for closure. Two further actions are currently being progressed and should be closed shortly.
- 4.9 In addition to these actions, which are deemed to be both open and overdue, there are a range of findings that are currently open but are not overdue. These continue to be tracked and managed by the Executive Director of Place and the Place Directorate Heads of Service.

5. Next Steps

- 5.1 The Place Directorate is actively managing the response to the internal audit findings and progress against these is reviewed at the Corporate Leadership Team on a monthly basis. The Executive Director of Place continues to review the IA actions relevant to the Place Directorate on a quarterly basis at Senior Management Team meetings. In addition, the Culture, Place Development and Place Management teams also review IA actions regularly (as appropriate) to ensure

regular review, identification of issues, timely completion, evidence and closure of IA actions. This remains a priority for all Divisions within the Directorate.

6. Stakeholder/Community Impact

- 6.1 As with all internal audit related findings, this report highlights that the Council is currently exposed to a level of risk that puts achievement of its objectives at risk and which could potentially impact services delivered and support provided to citizens, stakeholders, and community groups.

7. Background reading/external references

- 7.1 None.

8. Appendices

- 8.1 Appendix 1 - Internal Audit Overdue Management Actions as at 22 October 2019.

Appendix 1 – Place Internal Audit Overdue Management Actions as at 22 October 2019

Glossary of terms

- Project – This is the name of the audit report.
- Owner – The Executive Director responsible for implementation of the action.
- Issue Type – This is the priority of the audit finding, categorised as Critical, High, Medium, Low and Advisory.
- Issue – This is the name of the finding.
- Status – This is the current status of the management action.
 - These are categorised as Pending (the action is open and there has been no progress towards implementation), Started (the action is open and work is ongoing to implement the management action), Implemented (the service area believe the action has been implemented and this is with Internal Audit for validation).
- Agreed Management action – This is the action agreed between Internal Audit and Management to address the finding.
- Estimated date – the original agreed implementation date.
- Revised date – the current revised date. **Red** formatting in the dates field indicates the last revised date is overdue.
- Number of revisions – the number of times the date has been revised post implementation of TeamCentral. **Amber** formatting in the dates field indicates the date has been revised more than once.
- Contributor – Officers involved in implementation of an agreed management action.

Transport and Environment

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
<p>Street Lighting and Traffic Signals</p> <p>Traffic Signals: UTC system access controls</p>	<p>Medium</p>	<p>Implemented</p>	<p>Access rights will be removed for staff leaving (or changing) roles with access rights for all users reviewed annually. An annual frequency is appropriate as users require access to the Council network in order to access the UTC. If leavers are removed from the Council network, they would need to download the UTC application onto a personal device to maintain access to the system.</p>	<p>30/09/2019</p>	<p>N/A</p>	<p>This action remains overdue. Management action is being taken to address this.</p>
<p>Street Lighting and Traffic Signals</p> <p>Street Lighting and Traffic Signals: Process and quality assurance documentation and training</p>	<p>Low</p>	<p>Pending</p>	<p>Street Lighting and Traffic Signals Operational Guides will be developed, implemented, and reviewed to ensure that processes align with current regulatory requirements. Operational Guides will be implemented within six months of implementation of the Roads Improvement Plan, or by 30 September 2019, whichever comes first.</p>	<p>30/09/2019</p>	<p>30/07/2020</p>	<p>A revised implementation date has been submitted as management have assessed that it was not possible to implement this action within the original timescale.</p>

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
<p>Trams to Newhaven</p> <p>Tram Project Governance</p>	Medium	Pending	<p>Recommendation agreed. The action note, and outstanding matters log will be reinstated as a standing agenda item. The Board will monitor progress of outstanding actions and matters and ensure that completion of follow-up action supporting decisions is completed.</p>	30/08/2019	29/11/2019	<p>A revised implementation date has been submitted as management have assessed that it was not possible to implement this action within the original timescale</p>
<p>Port Facility Security Plan</p> <p>Resilience and Risk Management</p> <p>Risk Register</p>	Low	Pending	<p>The most appropriate risk register to record and manage the specific risks associated with the operation of Hawes Pier will be identified; and the risks will be recorded; rated; and matched to the established controls.</p>	31/05/2019	30/11/2019	<p>Information has been shared with Internal Audit to close this action. Awaiting feedback.</p>
<p>Fleet Review</p> <p>Project management and governance framework – Stakeholder Engagement</p>	High	Pending	<p>An internal/external stakeholder engagement plan will be developed; approved by the project Board and applied throughout the project. Any key stakeholder engagement actions will also be reflected in the project plan.</p>	28/06/2019	31/12/2019	<p>A revised implementation date has been submitted as management have assessed that it was not possible to implement this action within the original timescale.</p>

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
Fleet Review Project Management and Governance Framework Procurement Strategy and Plan	High	Pending	A procurement and strategy plan will be designed along with the procurement team; approved by the project Board and used to support the procurement process; The request for procurement will include requirements in relation to paperless processes and compatibility with existing fleet systems; and the contractual position with CGI regarding telematics will be confirmed prior to commencement of procurement.	30/07/2019	N/A	This action remains outstanding and urgent management action is being progressed to address this outstanding action.
Fleet Review Project management and governance framework	High	Started	Project board to be finalised and evidence submitted indicating terms of reference, meeting scheduling and meeting notes	29/03/2019	31/12/2019	A revised implementation date has been submitted as management have assessed that it was not possible to implement this action within the original timescale.

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
Fleet Review Project management and governance framework Page 335	High	Started	Agreed. The guidance designed by Strategy and Insight will be applied to support the Fleet project management framework; Agreed – all documentation noted above will be prepared to support the project; Project documentation will be approved by the Project Board. Status reporting will be provided to Strategy and Insight for inclusion in the CLT Change Board pack; and agreed – actions will be documented; allocated; and monitored to confirm their completion.	28/06/2019	31/12/2019	A revised implementation date has been submitted as management have assessed that it was not possible to implement this action within the original timescale.
Waste and Cleansing Health & Safety Significant incident / emergency procedure Incident and Escalation Procedures	Medium	Started	Arrange workshop with Resilience to understand the requirements of significant incident and escalation procedures. Develop the procedure and arrange tool box talks with staff to cascade the procedure.	28/09/2018	N/A	This action remains outstanding and urgent management action is being progressed to address this outstanding action.

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
Waste and Cleansing Health & Safety Operational health and safety roles and responsibilities - site and equipment checks	Medium	Started	1. and 2 - In conjunction with Property and Facilities Management, produce list of site and equipment checks to be carried out and agree responsibilities.	31/07/2018	31/10/2019	A revised implementation date has been submitted as management have assessed that it was not possible to implement this action within the original timescale.
Waste and Cleansing Health & Safety Operational health and safety roles and responsibilities	Medium	Started	3. and 4 - Co-develop H&S Roles and Responsibilities for each site and provide to relevant Managers on site.	31/10/2018	31/10/2019	A revised implementation date has been submitted as management have assessed that it was not possible to implement this action within the original timescale.

Planning

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
<p>Implementation of the Building Standards Continuous Improvement Programme</p> <p>Document and resource management system</p>	High	<p>August: Overdue</p> <p>October: Implemented</p>	<p>ICT are working closely with the Council's IT provided, CGI, to deliver an up-to-date version of the document management and case management systems (Ilox and Uniform) and their associated software systems and will ensure that these are delivered in Quarter 2 2018/19.</p>	28/09/2018	30/09/2019	<p>Information has been provided by the service to Internal Audit to evidence that this action has been implemented.</p>

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
Page 338 Planning and S75 Developer Contributions Backlog of Legacy Developer Contributions	High	Pending	<p>Planning has worked with Finance to identify the status of legacy contributions identified in 2015. Planning accepts that the status of the remaining £2.3 million backlog needs to be identified, and any associated actions identified and recorded. Whilst an agreed implementation date of 30 September 2020 is noted below, priority will be given to completing these actions as quickly as possible.</p> <p>1. The audit recommendations detailed above will be implemented. Finance and planning will work together to determine the risk-based sample to be included in the review for the sample selected, Planning will determine whether or not the terms of the agreement have been fulfilled. Where agreements have been fulfilled, Finance will determine whether developer contributions have been received and applied, where agreements have not been fulfilled and the Council is holding</p>	31/01/2016	30/09/2020	<p>This action followed an internal audit undertaken in 2015. A follow up audit was carried out in 2018 and these issues were identified as still requiring action. As a result, the original action was reopened. The service has set a realistic target date for re-implementing this action however it remains under review to ensure that the action can be delivered in time.</p>

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
Page 339			<p>developer funds, the management action specified at 2.3 below will be applied.</p> <p>2. An internal record will be maintained of agreements that have not been fulfilled to prevent services from drawing down contributions to support any development work. Developers will not be advised that agreements are void and no longer applicable, as (under legislation) only developers can seek to discharge the agreement; and</p> <p>3. and 4 where agreements have not been fulfilled and funds are held by the Council, the developer will be contacted (where they can be traced) to ascertain whether they would accept reimbursement of funds. Where this is the case, a value should be agreed between the Council and the developer that reflects interest and indexation (where applicable) and reimbursed.</p>			

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
Planning and S75 Developer Contributions End to end developer contribution processes, procedures, and training	High	Pending	<p>Planning has a continuous programme of officer training which has included legal agreements, developer contributions and the Action Programme. Planning have scheduled refresher training on contributions and invited officers from other services.</p> <p>1. All Internal Audit recommendations related to induction and refresher training will be implemented as detailed above. The training will include those employees from Planning; Finance and Legal Services who are involved in the developer contributions process; and 2. Training content will be reviewed at least annually and will be updated (when required) to reflect any legislative and process changes.</p>	30/09/2019	N/A	Training for staff delivered in September 2019, with mop up session in November 2019. Action completed in timescale.

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
Local Development Plan (LDP) Financial Modelling	High	Started	Challenge of infrastructure proposals will be performed at the LDP Action Programme oversight group. Complete and agree Financial Model of 2018 LDP Action Programme Annual Report to CLT and Finance and Resources Committees; Prepare update to Financial Model in line with next LDP project plan.	31/03/2018	29/05/2020	This action has been delayed to take account of information required from Scottish Government. A revised implementation date has been submitted.
Page 341 Local Development Plan Governance arrangements over infrastructure appraisals	Medium	Started	Establish and agree appropriate roles, resources and the responsibilities for delivery the above matters as an early action in the project plan for LDP 2. Oversight will be provided by the Project Board to ensure that all individual appraisals performed across Service Areas have applied these recommendations. (sept 18)	31/03/2018	29/05/2020	This action has been delayed to take account of information required from Scottish Government. A revised implementation date has been submitted.

Policy and Sustainability

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
Drivers Recording and addressing driving incidents	Medium	Pending	A monthly reconciliation between the incidents reported to Fleet Services and those recorded on SHE will be performed, with line managers advised re any gaps on the SHE system that need to be addressed;	01/04/2019	30/04/2019	This action remains outstanding and urgent management action is being progressed to address this outstanding action.
Drivers Recording and addressing driving incidents	Medium	Pending	Quarterly analysis of driving incidents will be performed and provided to Service Areas with a request that any recurring themes or root causes are incorporated into ongoing driver training;	01/02/2019	30/04/2019	This action remains outstanding and urgent management action is being progressed to address this outstanding action.

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
Drivers Recording and addressing driving incidents	Medium	Pending	Six monthly reporting will be provided to the Corporate Leadership Team (CLT) together with details of relevant actions taken.	01/10/2019		This action remains outstanding and urgent management action is being progressed to address this outstanding action.
Page 343 Drivers Driving Assessments and Training	Medium	Started	The decision will be approved by the CLT and the Corporate Policy and Strategy Committee; and the draft Driving policy and supporting procedures will be updated and implemented;	29/03/2019	10/06/2019	This action remains outstanding and urgent management action is being progressed to address this outstanding action.
Drivers Management and use of Driver Permits and fuel FOB cards	Medium	Started	On a driver's last working day, the line manager will recover the leavers driving permit and fuel FOB and return those to Fleet Services, driving permits will be cancelled and destroyed, with details removed from the system;	01/04/2019	31/12/2019	A revised implementation date has been submitted as management have assessed that it was not possible to implement this action within the original timescale.

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
Drivers Management and use of Driver Permits and fuel FOB cards	Medium	Started	Fleet Services will perform an exercise to remove all historic leavers from their database and advise the external third party who performs the annual licence checks to ensure that no subsequent checks are performed on former employees.	01/02/2019	31/12/2019	A revised implementation date has been submitted as management have assessed that it was not possible to implement this action within the original timescale.
Drivers Ongoing compliance with driving hours regulations	Medium	Started	Fleet Services will reconcile its records of Council/agency drivers and their line managers with HR records on a quarterly basis to ensure that it is complete and accurate.	01/02/2019	31/10/2019	A revised implementation date has been submitted as management have assessed that it was not possible to implement this action within the original timescale.
Historic Unimplemented Findings ED1501 Issue 1 Resource risk with delivering the SEAP programme	Medium	Recommendation 1a Started	(i) The Communications Plan will be rolled out.	31/01/2016	31/12/2019	The original management action agreed on this has not been progressed in the manner envisaged. In implementing this action, consideration must be given the Council's overall approach to Sustainability. It is envisaged that

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
						evidence to explain the progress with this action will be submitted to Internal Audit in early December.
<p>Page 345</p> <p>Historic Unimplemented Findings</p> <p>ED1501 Issue 1 Resource risk with delivering the SEAP programme</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	Recommendation 1b Started	<p>(ii) A risk register will be developed as part of the reporting to Committee. Resourcing the Sustainable Energy Action Plan (SEAP) is still an ongoing concern. As the Council Transformation Programme progresses, it will be crucial to ensure existing resources are in place (as far as possible) to ensure delivery of the SEAP.</p>	30/04/2016	31/12/2019	<p>The original management action agreed on this has not been progressed in the manner envisaged. In implementing this action, consideration must be given the Council's overall approach to Sustainability. It is envisaged that evidence to explain the progress with this action will be submitted to Internal Audit in early December.</p>

Cross-Committee (Cross-Directorate)

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
<p>Resilience and Business Continuity</p> <p>Resilience responsibilities</p> <p>Page 346</p>	<p>High</p>	<p>Started</p>	<p>Operational resilience responsibilities for completion and ongoing maintenance of Directorate and Service Area Business Impact Assessments; Resilience plans; and coordination of resilience tests in conjunction with the Resilience team will be clearly defined and allocated. The total number of employees with operational resilience responsibilities will be determined with reference to the volume of business impact assessments and resilience plans that require to be completed and maintained to support recovery of critical services.</p>	<p>20/12/2018</p>	<p>11/12/2020</p>	<p>This action relates to an audit of the Council's approach to Resilience. Following discussion between colleagues in the Resilience and Internal Audit team, a revised implementation date has been agreed.</p> <p>Implementation of this action relies on services working closely with the Council's Resilience team.</p>

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
<p>Resilience and Business Continuity</p> <p>Objectives for operational resilience responsibilities</p> <p>Page 347</p>	High	Started	<p>Corporate; management; and team member objectives for operational resilience responsibilities (for example completion of Service Area Business Impact Assessments; Resilience Plans; and coordination of Resilience tests) will be established, with ongoing oversight performed by Directors and Heads of Service to confirm that these are being effectively delivered to support the resilience responses included in both the Directorate and Council's annual governance statements.</p>	31/07/2019	N/A	<p>Implementation of this action relies on services working closely with the Council's Resilience team.</p> <p>This action remains outstanding but is being urgently progressed.</p>

Audit/Issue	Issue Type	August Status/ Status Update	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Notes
<p>Resilience and Business Continuity</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements respect of third party providers</p> <p>Page 348</p>	High	Started	<p>Assurance should be obtained annually for statutory and critical services from third party service providers that their resilience plans remain adequate and effective; and have been tested to confirm that the recovery time objectives for systems and recovery time and point objectives for technology systems agreed with the Council were achieved. Where this assurance cannot be provided, this should be recorded in Service Area and Directorate risk registers.</p>	28/06/2019	30/06/2020	<p>This action relates to an audit of the Council's approach to Resilience. Following discussion between colleagues in the Resilience and Internal Audit team, a revised implementation date has been agreed.</p> <p>Implementation of this action relies on services working closely with the Council's Resilience team.</p>

Transport and Environment Committee

10.00am, Thursday, 5 December 2019

Summertime Streets Evaluation

Executive/routine Wards Council Commitments	Executive City Centre
---	--------------------------

1. Recommendations

- 1.1 Transport and Environment Committee is asked to:
 - 1.1.1 note the feedback received on the Summertime Street programme within the Old Town during the summer festival period 2019;
 - 1.1.2 agree to proceed with a Summertime Streets 2020 programme;
 - 1.1.3 note that the proposal for Summertime Streets 2020 will be developed and presented to Committee for approval on 27 February 2020. This will take into account feedback received and analysis of the monitoring information collected during Summertime Streets 2019; and
 - 1.1.4 note that the third Managing the Festival City report will be presented to Culture and Communities Committee on 28 January 2020.

Paul Lawrence

Executive Director of Place

Contact: Paul Lawrence, Executive Director of Place

E-mail: paul.lawrence@edinburgh.gov.uk | Tel: 0131 529 7325

Summertime Streets Evaluation

2. Executive Summary

- 2.1 This report provides an evaluation of the Summertime Streets programme which took place in the Old Town during the summer festival period 2019. The evaluation includes feedback from residents, businesses and stakeholders and a summary of the observations and monitoring information collected by officers.

3. Background

- 3.1 On [13 November 2018](#) the Managing the Festival City report to the Culture and Communities Committee provided feedback on the summer festival 2018 and indicated that proposals to improve pedestrian safety would be developed by officers. This report was referred to the City of Edinburgh Council on 22 November 2018, with an addendum to recommendation 1.1.3, by Councillor Staniforth:
- 3.1.1 'Note that proposals for appropriate temporary limits, management or prohibition of vehicle traffic at key periods of the day will be developed by officers in consultation with key stakeholders and agrees this report will be presented to Transport and Environment Committee before the end of February 2019, and will identify the resources needed to deliver these proposals, and will outline how the proposals complement, and closely align with, initial plans for City Centre Transformation'.
- 3.2 An initial study was undertaken in December 2018 and on [5 March 2019](#) proposals were brought forward for 'Summertime Streets' during the summer festival 2019. The locations for temporary arrangements were identified within this report.
- 3.3 The development of these proposals included discussions with key stakeholders and operators (e.g. taxi, emergency services, public transport).
- 3.4 On [20 June 2019](#) a further update was presented to Committee which indicated that a Temporary Traffic Regulation Order (TTRO) was being developed for identified locations in the Old Town and the Pleasance. The TTRO was operational from 28 July to 1 September 2019.
- 3.5 Local residents and businesses received notification of the plans for Summertime Street operations in late June 2019. This provided a summary of the proposed

changes and details on special arrangements for residents parking, deliveries, blue badge holders, places of worship, loading and servicing for businesses and local bus services. It also provided a contact email if special arrangements were required.

4. Main report

- 4.1 During the review of the city during the summer festival 2018, the safety of pedestrians was observed to be compromised particularly in the Old Town due to the combination of narrow pavements, historic streets, a concentration of visitor destinations, with key Fringe locations being particularly busy.
- 4.2 The introduction of the Summertime Street programme restricted the movement of vehicle traffic in key locations, providing more space for pedestrians to move around the Old Town safely.
- 4.3 However, the implementation of Summertime Street and the practical arrangements put in place drew criticism, particularly from some local residents and businesses.
- 4.4 For some streets this was the first time that measures to restrict traffic to this extent were implemented, and it was the first time this combination of measures were put in place in the Old Town. It was understood that there would inevitably be an impact and arrangements were made to monitor those impact including:
 - 4.4.1 camera surveys before and during Summertime streets to monitor pedestrian movements at key locations;
 - 4.4.2 regular site visits and walkabouts by officers to observe traffic and pedestrian impacts; and
 - 4.4.3 a dedicated email and contact number provided to residents and businesses so that all feedback and issues could be reviewed and where possible acted upon throughout the operation
- 4.5 As a result of the feedback from residents and businesses and the observations of officers, a number of actions were taken in response to some of the immediate concerns. These included:
 - 4.5.1 changes to the barrier layout on Lawnmarket and Johnston Terrace to improve access to pedestrian movement and access to businesses;
 - 4.5.2 changes to the barrier layouts on Lawnmarket, High Street, and Victoria Street to improve pedestrian movement across the junctions;
 - 4.5.3 changes to traffic signal timings on Cowgate, St Mary's Street, Jeffrey Street junction to improve traffic flows on Cowgate and St Mary's Street;
 - 4.5.4 monitoring of traffic signals and adjusting timings of phases on North Bridge / High Street junction;
 - 4.5.5 additional advance signage on Cowgate to highlight the High Street road closures;

- 4.5.6 additional lining on South Bridge to support traffic flows; and
 - 4.5.7 access was permitted for community transport services and for NHS Lothian community nursing staff to attend clients.
- 4.6 The monitoring data collected prior to and during Summertime Streets is still being analysed and will be reported as part of the Managing the Festival City report in January 2020. However, some early information from the pedestrian survey data (which was collected w/c 24 July and w/c 7 August, specifically on Wednesdays and Saturdays) shows:
- 4.6.1 that pedestrian numbers were seen to increase at almost every location between the July and August collections;
 - 4.6.2 pedestrian numbers during the daytime peak period (11:00am -3:00pm) were observed to increase on average by 58% during the Wednesday surveys and 79% during the Saturday surveys comparing Week 1 to Week 2;
 - 4.6.3 at most sites during the Wednesday surveys on both Week 1 and Week 2, pedestrian movements peaked between 1:00pm-3:00pm with numbers reducing in the morning and evening periods;
 - 4.6.4 at most sites during the Saturday surveys on both Week 1 and Week 2, pedestrian flows continued to increase across the full day, peaking in the evening;
 - 4.6.5 the busiest site recorded on each of the four survey days was the junction of George IV Bridge / High Street / Lawnmarket / Bank Street;
 - 4.6.6 the site which was observed to have the highest increase in pedestrian numbers during the Wednesday survey (Week 2 compared to Week 1) was the Cowgate, with a five-fold (550%) increase observed;
 - 4.6.7 the site which seen the greatest increase in pedestrian numbers during the Saturday survey (Week 2 compared to Week 1) was the junction of Pleasance / East Adam Street, with a seven-fold (720%) increase observed; and
 - 4.6.8 the busiest individual street within the area across all four survey days was the High Street, adjacent to St Giles's Cathedral.
- 4.7 Some of the key lessons learned during the implementation this year include:
- 4.7.1 a need to make alternative arrangements for public transport for those that are impacted by the road closures, e.g. taxi replacement service or bus provision, especially in areas around Canongate;
 - 4.7.2 a need to review tour coach access to areas of the Old Town during the festival period;
 - 4.7.3 changes to the barriers and security measures to improve their appearance; however, this will be subject to the requirement to comply with traffic managements codes of practice;

- 4.7.4 a review of stewarding and staffing requirements around closures and welcoming visitors and tourists to the area;
- 4.7.5 development of plans for city dressing to make areas more welcoming for pedestrians;
- 4.7.6 development of a parking enforcement plan for parking restrictions and access arrangements;
- 4.7.7 identification of solutions to manage the pedestrian areas to address the problems caused by busking and impromptu festival acts in Lawnmarket, Grassmarket, Hunter Square, and Cockburn Street;
- 4.7.8 better communication with businesses and residents affected by the arrangements, as well as for visitors to the city; and
- 4.7.9 communication with other organisations including Royal Mail, Parcelforce, Amazon, etc, and local supermarkets regarding impact on home deliveries.

Summary of feedback from residents, business and stakeholders

- 4.8 In addition to the above an invitation was issued on 18 October 2019 to residents, businesses and local stakeholders to send in any further information which would be helpful in evaluating Summertime Streets. Approximately 50 responses were received directly into the mailbox and many of the key issues that emerged in the feedback are consistent with the lessons learned noted in paragraph 4.5. A list of those contacted is included in appendix 1.
- 4.9 Appendix 2 provides a detailed summary of the feedback received to date.
- 4.10 The feedback shows that increased pedestrianisation was welcomed, with support for improved pedestrian safety, reducing vehicle and pedestrian conflicts, improving accessibility and improving the local environment clearly expressed. However, the feedback also shows that the execution needs to be improved if future plans for similar closures are to be developed.
- 4.11 The feedback included requests for:
 - 4.11.1 greater communication with local residents and businesses, with engagement much earlier in the process to ensure that their views and potential impacts are considered in the planning process (and appropriate action taken to address issues as these arise). This should include arrangements for deliveries, not only with established businesses but with event venues which are only in place for the festival;
 - 4.11.2 access to the city centre needs to be improved during any road closures, to allow people with limited mobility, those attending places of worship and visitors to attractions and shops to understand the arrangements in place and to plan accordingly. For people with limited mobility, it is important that arrangements are improved to provide access when required;
 - 4.11.3 improvements in the quality of barriers and signage used throughout the event. It was reported that the barriers and signage used in 2019 meant that the streets often looked closed and that the barrier locations were not

always in appropriate places (e.g. leading to lack of clarity on where roads were closed and restricted access to dropped kerbs);

- 4.11.4 training for stewards to ensure that excellent customer service is maintained at all times, and that there is consistency in approach;
 - 4.11.5 better management of open spaces created by the road closures. In 2019, significant issues with amplification, noise, street performances and pop-up businesses were reported. Residents, in particular, reported the significant adverse impact of this on their home life and requested that these areas are much better managed in future;
 - 4.11.6 further review of the areas of closure should be carried out to ensure that the impact on residents and businesses is clearly understood, and that any potential areas of pedestrian congestion and/or pedestrian/vehicle conflict are addressed in advance of implementation;
 - 4.11.7 improved access to bus services while road closures are in place. The diversion of the Number 35 bus service meant that local residents were unable to go about their normal business, with the alternative service (number 6) not running at the same frequency, not being so easily accessible and not being available in the evenings and at weekends. Council officers had suggested alternative routes for the Number 35 bus however Lothian Buses, both in the planning and in their follow up, indicated that previous experience of these alternatives had led to both significant financial loss and excessive unreliability to the rest of the route; and
 - 4.11.8 better traffic management to enforce any Temporary or Experimental Traffic Regulation Orders (TTRO) or (ETRO) restrictions where introduced, and to minimise the impact on surrounding streets of displacement (e.g. Cowgate, Market Street, Waverley Bridge, Jeffrey Street and St Mary's Street). The parking arrangements in Cockburn Street and closure restrictions in the Cowgate in particular were reported as not being appropriately enforced. Linked to this, road closures and the implementation of barriers should be consistently applied, in line with the published restrictions to reduce confusion.
- 4.12 A small number of local businesses (seven) responded to the evaluation feedback request however, particularly during the Summertime Streets operation, there was feedback that business within the area saw a downturn in revenue. In addition, Lothian Buses indicated that the closures had directly impacted on their city centre tour buses.
- 4.13 A small number of businesses also reported an impact of the street closures on passing trade with the creation of greater pedestrian space meaning that people were no longer directly passing their shop fronts and therefore not stopping to browse. It was also suggested that the festival advertising arrangements be reviewed to consider if local shops could also utilise the advertising arrangements for promotion of their business.

5. Next Steps

- 5.1 The objective of the programme was to create higher quality, safer, less congested, and more accessible public spaces in key areas of the city centre during the festival period. This remains a valid objective and it is recommended that the programme is sustained for a second year. However, it is clear from the feedback received that learning from this year's programme is required.
- 5.2 To support the development of proposals for summer 2020, it is intended that an internal officer project team will be re-established and will include colleagues from Transport, Communications, Public Safety, Licensing and will be overseen by a senior manager.
- 5.3 This team will also be responsible for developing and implementing plans for summer 2020. Significantly, early engagement and communications with local residents, businesses and key stakeholders will be built into the programme planning and developing delivery plans. This will begin as early as possible, will continue throughout the next six months, and will include Traffic Management Review Panel (TMRP) arrangements being introduced.
- 5.4 A report on the other aspects of managing the festival city 2019 will be reported to Culture and Communities Committee on 30 January 2020.
- 5.5 Detailed proposals for summer 2020 will be presented to Committee for approval on 27 February 2020. These will continue to be developed and appropriate TTRO arrangements will follow at the appropriate time.

6. Financial impact

- 6.1 The cost of implementing summertime streets in 2019 was met from the Place revenue budget.
- 6.2 The internal resources committed to engagement and communications will be met from within existing revenue budgets.
- 6.3 In addition, as part of the Council's budget process, a proposal has been developed to increase the resources to support this activity in 2020. This funding would be used to supplement the existing resources to optimise the planning, communication and wider implementation plan. This additional funding would ensure the required resources for the programme are in place. However, if no additional funding is available, the key lessons and actions from this year, as set out in this report, can still lead to significant improvements in 2020.

7. Stakeholder/Community Impact

- 7.1 It is clear that improvements are required in the planning and preparation for future road closures in the city centre, particularly during the summer festival.

- 7.2 It is proposed to begin engagement with local residents and businesses in December 2019, in advance of presenting plans to Committee.
- 7.3 This, alongside engagement with relevant stakeholders will continue throughout the planning and implementation.

8. Background reading/external references

- 8.1 None.

9. Appendices

- 9.1 Appendix 1 – List of Consultees
- 9.2 Appendix 2 – Summary of feedback through evaluation

Appendix 1 – Summertime Streets Evaluation List of Consultees

Residents who had been in touch with the Council directly through the implementation of Summertime Streets
Local Shops, Restaurants and Bars
Scottish Ambulance Service
Scottish Fire and Rescue Service
Taxi Operators
Public Transport Providers
Tour Bus Operators
Edinburgh Old Town Association
Edinburgh Fringe
Camera Obscura
The Hub
Edinburgh Royal Military Tattoo
Care Homes
Edinburgh University
Edinburgh Old Town Development Trust
Original Edinburgh Steering Group
Living Streets
Festivals Edinburgh
Paths for All
NHS Lothian
Local Residents Groups
Summer Festival Operators and Organisers
Festivals Edinburgh

Appendix 2 - Summertime Streets Operation in the Old Town Evaluation Summary of Feedback

November 2019

Resident/Business/Community Group	Feedback
<p>Central Edinburgh Quaker Meeting</p>	<p>The building we use is located within the block which is bounded by Lawnmarket, to the north; George IV Bridge, to the east; Victoria Terrace and Street, to the south; and Upper Bow to the west. Lawnmarket and Victoria Street was labelled as 'Vehicle Free' during the daytime of the Summertime Street period. Upper Bow is a narrow, setted street on a steep hill. There is a ban on parking in all of Upper Bow. During the 'Summertime Street' period it was accessed from Johnstone Terrace but some of our worshippers are nervous of using it to drop off/pick up worshippers both because of its physical characteristics but also because of the number of tourists wandering in and around it and the fact that they would have to reverse in or out of the street. There is level access from our premises via Victoria Terrace to George IV Bridge but traffic on that road is can be subject to restriction or prohibition on Sundays.</p> <p>Friends are very aware of the climate emergency and the need to improve facilities for walking and cycling in the city centre.</p> <p>However, Friends are also very aware of the need to maintain access to the city centre to all, including people with limited mobility.</p> <p>A few of our worshippers have limited mobility. Some and or others have balance problems which means that use of the steep Upper Bow is not an option for them to gain access to our premises.</p> <p>On Sundays we have Meetings for Worship which start at 09:30 and 11 am</p> <p>Victoria Street was closed to general traffic including on Sundays from 10:30 with an exemption for blue badge holders. Taxis were not exempt from the closure and anyone wishing access, e.g. to get to or from our place of worship was expected to e-mail the summertime streets team in advance. This was found not to be practical for some of our worshippers.</p> <p>When events occur which close George IV Bridge to buses, and sometimes to all traffic, additional difficulties arise for persons wishing to travel to/from our premises.</p>

	<p>Some of the staff at the blockade at the bottom of Victoria Street were sympathetic to requests for vehicular access to drop off/pick up worshippers. Others were not and great inconvenience then resulted.</p> <p>I hope that a summary of these points can be included in the report to the Council's Transport and Environment Committee on 5 December 2019</p>
Fringe Producer	<p>For context the venues that we run are within a building on George IV Bridge with access at road level on the ground floor off Merchant Street, and at the third floor off George IV Bridge. We also run a venue within the Quaker Meeting House off Victoria Terrace / Upper Bow Street.</p> <p>We broadly support the approach of pedestrianisation, however the suite of closures required us to make extensive directions. We have historically moved between our storage location on Merchant Street to George IV Bridge via Candlemaker Row, Forrest Road, and Guthrie Street, a journey of less than 5 minutes. The closure of Candlemaker Row and Victoria Street required a diversion via George Street and Morrison Street, which at peak times took in excess of 1 hour.</p> <p>The road closures also came into effect and remained in effect around 2 days earlier and later than had been advertised which caused large issues to our venue build programmes. Vehicles requiring access to our venues during the week ahead and after the fringe included artic lorries, rigid hiab flat bed lorries, and 3.5 tonne vans, all of which undertook extensive diversions through the city.</p> <p>We would request that for businesses on Merchant Street, a business access exemption is made on Candlemaker Row.</p> <p>We would also request that the dates road closures will be effective are circulated accurately in advance.</p> <p>We would also request that the times of road closures are circulated accurately in advance.</p>
Festivals Edinburgh	<p>This is to contribute to your evaluation of the Summertime Streets initiative in 2019 on behalf of the Edinburgh Festivals.</p> <p>We welcome the Summertime Streets policy to increase pedestrianisation in the Old Town. The historic city was not built for twenty-first century traffic volumes and with growing resident and visitor numbers,</p>

we need to offer a better quality experience by making the streets more people-friendly and protecting the city's environment and authenticity.

This is a long-term ambition, and the first year of temporary measures has thrown up challenges which we highlight below. For the festivals, key learning points from this year include:

- Ensuring that traffic management and security measures are higher quality and don't detract from a welcoming, safe and attractive environment
- Working with local businesses on access and delivery times
- Managing street activities in the extended pedestrianised areas
- Training and role definition for street stewards
- Providing advice and resources for people with limited mobility

Some examples from this year of actions that can be taken, where there is a business model to cover the costs of additional measures, include dressing by the Essential Edinburgh business improvement district to improve the look of street barriers; management of street spaces by the Fringe Society between Hunter Square and Parliament Square; and the data driven innovation initiative to improve understanding of people and traffic flows to help manage demand. For the longer term, the development of a flexible system of removable bollards in keeping with the historic built environment, similar to the City of London, would be an ideal enhancement to the city's management infrastructure.

The difficulties of this first year should not deter the city from the overall objective of improving the experience of the city centre for people who live, work and visit. A pedestrianisation strategy executed through long term infrastructure and city management measures will be a key tool in achieving this - one that many other world-class historic cities have already adopted - and it is inevitable that this will take substantial planning and investment given the complex factors and interests that need to be balanced.

The layout and fabric of the city are unique assets, critical to the future success of the city and its festivals. We are keen to play our part alongside other city partners in looking at the long term infrastructure and management needs for a world class, liveable and sustainable cultural capital and festival city, so that a strong case can be made for investment in this future from all those who benefit from it.

Resident	<p>I will preface this by saying I am a resident in the Old Town. I fully support Summertime Streets, I am in favour of further road closures in future and I am not adverse to a more radical pedestrianisation of the city centre and specifically the Old Town heritage site.</p> <p>If you are going to propose then enact measures the following is critical:</p> <ol style="list-style-type: none"> 1. Engagement with impacted residents and local businesses in the development process to shape proposals, to gain immediate feedback on any issues that arise, and to evaluate the overall success of the scheme. 2. Communication with impacted road users as far too many were completely unaware including commuters and commercial vehicles from outside the Old Town, outside the city centre and outside Edinburgh. 3. Enforcement to ensure the scheme succeeds and the required outcomes are delivered. 4. Monitoring and evaluation to enable a robust appraisal of the measures and to allow for changes to be made in areas of weakness or failure. <p>For Summertime Streets the Council failed all four.</p> <p>Engagement</p> <p>Early engagement with local residents and businesses would have identified and rectified a lot of issues at an early stage in the planning process. Ignoring this local knowledge is unwise and results in poorly designed and implemented measures. It also provides a valuable sense check of any proposals.</p> <p>The key issue identified that led to Summertime Streets was the conflict between pedestrians and vehicles due to the lack of space and pedestrians spilling onto roads. This is the result of the Old Town heritage site having narrow pavements, being ill-suited to large vehicles and frankly being too small an area to cope with the ever expanding Fringe. Agree or disagree with the term “overtourism” but the impact remains the same.</p> <p>The move to make streets car free was long overdue but closing streets only to enable “performance areas” and further “commercialisation” is a half measure that fails to address the fundamental problem of crowd flow and removing bottlenecks. Streets must be designated as being sacrosanct in future. That</p>
----------	---

means no performance areas, no busking, no leafleting and no commercial pop-ups. To enable the flow of people in the Old Town from West to East the Royal Mile must remain clear of obstructions from the castle to at least the North Bridge junction. This is common sense.

I won't dwell on the rolling back of the a-board ban and the associated obstructions and dangers created. Suffice to say it is not compatible with the aim of Summertime Streets, it is not compatible with sustainability and climate targets, and it sends a very poor message to residents and local businesses in particular about the Council "enforcing" locals but favouring the festival commercial operators. The situation on Hunter Square with Civerinos illustrates this perfectly. The Council gives with one hand but fatally undermines itself with the other.

I contacted the Summertime Streets team prior to the measures being in force to raise concerns, again in the week prior to the Fringe when issues were instantly apparent and in follow-up correspondence to the Summertime Streets team, ward Councillors, Paul Lawrence, Old Town Community Council and on social media.

Communication

If you do not adequately communicate measures how do you expect them to succeed? I would make the case that most residents of the Old Town or those who follow the Council social media feeds were aware of Summertime Streets to some extent. The problem is these are not your target audience. The majority of vehicles entering the Old Town are not residential but are people simply commuting, using the centre as a shortcut (particularly the Cowgate), and commercial vehicles. What was done to highlight Summertime Streets to these people and those out with the Old Town, city centre or even Edinburgh? Why did the likes of Edinburgh Travel News (@edintravel) and others barely mention Summertime Streets given the clear impact it would have? Why was signage and diversions not in place to direct vehicles away from Summertime Streets closures and the associated congestion? Even once issues had been clearly identified little was done to get the message out from the Council or indeed the police.

Enforcement

If you do not enforce measures what chance do they have to succeed? I will now focus on the Cowgate and Candlemaker Row but a lot of what I say is equally applicable to other streets.

The Cowgate has an existing restriction year round that is regularly ignored. The belief that the Summertime Streets restriction would be complied with was very naïve. Throughout August there was a steady stream of vehicles all evening and throughout the night. These were not emergency vehicles. These were not residential vehicles (as evidenced by the lack of parking permits). What these were was private vehicles using the Cowgate as a shortcut and commercial vehicles operating as normal. The infringement continued throughout irrespective of the erratic use of barriers (they drove around them on the wrong side of the road), the erratic use of signage and the erratic use of the LED signs. In short there was next to no enforcement.

I watched large coaches, tourist buses and commercial waste vehicles all flout the restriction. This includes two parked tourist buses on Candlemaker Row blocking a fire engine. While the High Street has anti-terrorism barriers to protect vulnerable crowds from vehicles the Cowgate has nothing. The Cowgate is busy year round at night and this is exacerbated during the festival due to the increase in pop-up bars and venues. Over August the Cowgate is even busy during the day as crowds avoid the Royal Mile. What is the rationale for the lack of protection or enforcement? Have any assessments been done?

Monitoring and evaluation

The Council has already admitted to not bothering to monitor infringing vehicle numbers which is a staggering admission. It is clear that monitoring and evaluation was not adequately considered during the design stage of Summertime Streets.

Old Town Community Council provided a summary of the situation at the following page but more examples of infringement were Tweeted by myself and others, and I have a lot of examples that were not. This includes vehicles infringing the Summertime Streets area and drivers physically threatening pedestrians:

www.edinburgholdtowncc.org.uk/summertime-streets-cowgate-august-2019

<https://twitter.com/stanblackley/status/1162541067675361280>

Suggestions

There are some simple solutions to make Summertime Streets work better in practice. Take Cowgatehead as the perfect example. Vehicles would enter Cowgatehead only to be faced with a supposedly closed Cowgate and Candlemaker Row, requiring a U-turn on a small roundabout that was simply not feasible for larger vehicles. Why was the signage to exit via Victoria Street not more prominent? There is a barrier in use at Victoria Street during the day. Why can this not be designed to be easily moved (or swung) from Victoria Street to block entry to Cowgatehead at night? This would require a manned barrier in the short-term and in future automatic barriers but if you want Summertime Streets or indeed any related to the City Centre Transformation Project to succeed then it is required. This is commonplace elsewhere in Europe and beyond.

The key is to reduce the chance for conflict. For example why can vehicles enter the Cowgate from Niddry Street, after the restriction? Why is it acceptable to use Guthrie Street, a residential street, as an exit/entry point? Why is there inadequate signage for those entering the Cowgate from Guthrie Street? Why is a one way system not implemented? What modelling of traffic flow was done to better understand how vehicles would react to Summertime Streets and where the weaknesses existed?

One further thought

Finally, it is futile to impose Summertime Streets for the legitimate reasons stated only to facilitate the very problems you are trying to solve in the Old Town around Princes Street Gardens, The Mound and on Princes Street itself. I won't go into the issues around the commercialisation of the gardens, the current "situation" or indeed the Council ignoring residents' clear instruction to limit major events. The facts speak for themselves with the reduction of pavement space, dangerous crowding, and spilling of pedestrians onto Princes Street in front of buses and trams. The city centre is busy enough over August. Why add to the problem instead of retaining a greenspace to provide a much needed break from the festival chaos for residents and visitors alike.

	I am happy to feedback further, in more detail and to provide evidence to feed into the evaluation process. You know how to get in touch.
Edinburgh Fringe	<ul style="list-style-type: none"> • We welcome increased pedestrianisation of the city, both during and outwith the Festival period. • The pedestrianisation of streets immediately surrounding our street events footprint on the Royal Mile (specifically Cockburn St and Lawnmarket) helped relieve some of the congestion around the National Barrier Assets and reduced the risk of accidents at these junctions. • Members of the public – and in particular residents – were confused about the reasoning behind the street closures, leading to many mistakenly believing that the Fringe had requested them. This led to a number of negative comments (email, face to face and via social) to the Fringe Society, particularly about activity at the foot of Cockburn St. • We would have preferred a much earlier consultation about the location and management of the street closures. Having looked after the High St and Mound for 21 years now during August in close collaboration with Council colleagues, we are well placed to advise on how best to manage these spaces to avoid busker / resident / visitor conflict. • We employ a seasonal street events team of 58 people and provide 24-hour security for both of the sites we manage – many of the issues experienced in year one of Summertime Streets highlight the need for appropriate management of pedestrianised areas and close engagement with the busking community, something we are happy to partner with the Council on (particularly as part of the City Centre Transformation project). • Midway through the festival, a group of street performers came up with an approach to manage the unofficial circle pitch on Lawnmarket, with performers securing a slot by agreeing to steward two other street shows in the space. This coincided with discussions between the Fringe Society and street performer representatives about forming an official body to represent them, something which highlights the appetite amongst the majority of performers to work with official channels. The Society is happy to play a brokering role to bring the Council and performers closer together, to manage these areas more effectively, but this is not in the current capacity of the team at the Fringe Society so resource needs to be allocated. • In 1998, the City of Edinburgh Council asked the Society to take over responsibility for running street events during August on the Royal Mile and, later, the Mound. Since that point, the Society has entirely underwritten the cost of the activation and management of these spaces. Whilst we are able to offset some of these costs with sponsorship and market stall income, the Society does not make a profit on managing these spaces. The cost of managing any additional areas would need to be factored in should this be explored in future.

	<ul style="list-style-type: none"> • We received complaints from local businesses around Hunter Square caused by the relocation of the food trucks onto the top of the ziggurat, which led to a circle show pitch (not controlled by the Fringe Society) being relocated into the roadway at the top of Blair St and the impact of this on crowd flow. • We received a number of comments from local businesses and residents about the ugliness of the crowd barriers that lined the streets. These will obviously change over time as the scheme beds in, but there was a definite feeling that the barriers excluded people from moving seamlessly through the space and the use of traffic barriers led people to assume roadworks were in place, or an accident had happened. • There continues to be a poor provision of public restrooms, water fountains and benches for people to use, particularly in the High St area
Resident	<p>What went well for me Did improve safety in High St at South Bridge end Did create a more relaxed atmosphere in High St</p> <p>What was awful 35 diversion - it meant getting to work was impossible on public transport, getting about the city was much harder as it involved a walk eg carrying shopping as supermarkets didn't all maintain home deliveries. Alternative route via 6 not ideal, can't use in evening or Sunday as it doesn't run. Conversations at the bus stop - taxi alternative for elderly/disabled still meant people felt constrained - couldn't just 'pop out'. No 6 had to go through the very congested streets that were open and accommodating the displaced traffic so was very erratic, and as a half hour service you could be waiting for 30 or 40 mins for a bus.</p> <p>Street closures This was very variable. High St was ok but not sure the differential between the fully closed and partially closed bits was clear. The knock on on Holyrood Rd, St Marys St Jeffrey St and Market St was awful with no restrictions on parking or loading to help increase the throughput of traffic. Think minimising traffic to High St by closing it say eastbound so bus could go one way like happened with the gas main replacement. That way at least it goes up the hill which saves elderly/disabled that trip. Other half can be pedestrianised.</p> <p>Cowgate was pretty dangerous during the day due to people congestion on pavements and the number of vehicles parked on the pavement - think something could be done about that? As I had to walk to work this</p>

	<p>way due to no bus I took my life in my hands on several occasions. Night time closure was very variable and needed police or steward presence to enforce it.</p> <p>Finally the enduring image for me is the crush barrier, it wasn't a very good looking initiative - maybe invest in more plant pots, hedge barriers or something green if you are doing this every year? And please sort out the tar on the setts!</p>
Lothian Buses	<p>We welcome the opportunity to give feedback on the 'Summertime Streets' changes introduced for the 2019 festival period. The restrictions caused a number of difficulties for Lothian Buses and our customers and these issues are highlighted below. The stated aim was to make busier streets easier and safer to walk around and whilst this may have occurred at some locations, we firmly believe that the most effective way to make the city centre a more pleasant area during this period is to distribute events over a wider area of the city. Although not specific to Summertime Streets reducing the level of congestion in the city centre as a whole must be a priority for future years. Edinburgh is not a large city and boasts a comprehensive public transport network allowing visitors to access many areas where events could take place. If these events were spread out throughout the city, not only would pressure be removed from the city centre, but other local areas would benefit from the additional visitors and spending that they bring.</p> <p>High Street – the closure of this section of the Royal Mile had the effect of removing service 35 from the Royal Mile and Holyrood area. A number of suggestions were made to Lothian about alternative diversions for service 35 to continue to serve this area, however all of the alternatives suggested have from previous experience delivered both a significant financial loss and excessive unreliability to the rest of the route. If this section of route was to be unavailable in future then we would have no alternative than to adopt the same arrangements for service 35.</p> <p>Jeffrey Street – with Cockburn Street and the High Street unavailable, Jeffrey Street saw an increase of general traffic which impacted the reliability of service 6 with late and missing journeys becoming a regular feature. As service 6 was the only remaining bus service in the Holyrood area, this led to an unsatisfactory bus service for residents of the area. Please note that as previously intimated to Council Officials in June, it is our intention to withdraw Service 6 as a result of continued losses exacerbated by the volume of road closures/route congestion issues.</p> <p>Cockburn Street – a knock on effect of this closure (and for other events such as Open Streets) is the use of the end of the street at Waverley Bridge as a coach waiting area and a taxi drop off/pick up point for the</p>

	<p>nearby hotel. Any vehicle that stops here renders the roundabout unusable and as a result Market Street and Waverley Bridge come to a halt.</p> <p>Candlemaker Row – this restriction prevented Edinburgh Bus Tours from serving the historic Grassmarket area, leading to an inferior product and reduced demand. However, as the restriction was not enforced Candlemaker Row was flagrantly used by another open top tour company for a significant period. Coaches and taxis also routinely used Candlemaker Row and any future restriction should be fully enforced with technology such as bus lane cameras. For the avoidance of doubt if Candlemaker Row was closed to all traffic, the Grassmarket area would lose its only bus service.</p> <p>Lawnmarket – this restriction prevented Edinburgh Bus Tours from serving Edinburgh Castle; as this is Edinburgh’s top tourist attractions and therefore the no. 1 priority for customers, this had a considerable financial impact on the business during traditionally its busiest period.</p> <p>Business impact – As noted above Edinburgh Bus Tours suffered a significant reduction in demand due to the various restrictions preventing buses from going past the places our customers wanted to go. Additionally a high number of pre-booked advance tickets had to be refunded placing further strain on the company’s finances. There was a noticeable increase in traffic congestion compared to previous years and this reduced reliability of our regular services causing reputational damage and increased cost to the business.</p>
Old Town Association	<p>The summertime street operations in the Old Town did not get off to a good start. There was anecdotal evidence that not all properties in the Old Town area received a copy of the information leaflet issued by the CEC. This meant that a number of residents were not aware of what was happening in the month of August. More consultation and better communication would seem to be necessary. It would appear that there drivers and pedestrians were rather confused about where the car-free areas began and finished.</p> <p>A great concern of our members was the re-routing of the 35 bus. In the CEC leaflet the Council's 'dial-a-taxi' service for residents affected by the bus diversion was outlined. The pre-booked taxi service would be for 'necessary journeys' like medical appointments and a phone number was given. There was no indication about who would be responsible for the payment of the taxi fare. There was also no recognition that Old Town residents might want to spontaneously go on 'unnecessary journeys' for fun - for this the number 35 bus is</p>

	<p>essential. The policy of diverting the 35 was discriminatory in that local people were disadvantaged in their freedom of movement whereas tourists who used the many tourist buses were able to access the Canongate as far as Jeffrey Street.</p> <p>In the Evaluation e-mail sent to Stakeholders and Residents it is indicated that 'an outline of recommendations on how the detailed plans for next summer will be developed will be included as part of a report to the Council's transport and Environment Committee on 5 December'. This would appear to presuppose that there will be Summertime events next year whatever the outcome of the evaluation process.</p>
Film Edinburgh	<p>In response to the call for feedback to Summertime Streets:</p> <p>There was no direct effect on filming in the city. Very little filming takes place during the summer festivals other than festival-related programmes, most of which is very low impact – no large vehicles and under 10 technical crew. No filmmakers contacted us to query or complain about it.</p> <p>Subsequently however businesses within the extended zone felt more than usually impacted with the arrival of two large-scale feature films immediately afterwards, albeit filming constrained traffic & parking for only short amount of time:</p> <p>Victoria Street – 1 day in September, 2 days in October Grassmarket – 2 days in October Cockburn Street – 5 days (parking restrictions) in September High Street – 3 days in September</p> <p>None of this filming was simultaneous, and where pedestrian access was to be impeded, businesses were offered financial compensation by the production company. Given the short amount of time in each location, and the high profile nature of the films, there is the possibility that the impact was more perceived than real, but nevertheless it is a point that a couple of businesses in the area have made to us.</p> <p>I am aware of suggestions that the city should leave more of a gap between the Festival and filming in order to minimise impact. I would be concerned about this becoming policy in terms of it creating a barrier to the city's ability to attract high profile filming. These high profile productions have their filming schedule set by working backwards from the planned release date, which is decided before the question of where to shoot is addressed. The Festival already takes a month out of the possible filming window. Both Fast &</p>

	<p>Furious & Eurovision would have come earlier in the year had it not been for the Festival, and we would have lost them if we had had to push them further down the calendar.</p> <p>While we recognise that high profile films can have an impact on the community, in all cases we aim to mitigate against disruption by minimising the amount of time in public places, by steering filmmakers towards locations that have less traffic wherever possible, and by promoting good community engagement. Furthermore, the benefits of attracting high profile films are not only economic (jobs, services, promotion): civic pride is also very important and plays into the council’s ambitions for the city to be a vibrant city, and a city of opportunity. Attracting films such as Fast & Furious and Eurovision is a source of great pride to large numbers of our community as evidenced in the media and on social media.</p> <p>I hope this feedback is helpful. Happy to feed into the conversation at a further date if useful.</p>
<p>Resident</p>	<p>The Old Town Community Council has suggested that those impacted by Summertime Streets email with feedback ahead of the review and report to TEC in December.</p> <p>I fully support the publicised aims of this: safer, more relaxed and more accessible streets. I have been disappointed that there seemed to be no willingness to engage with the problems during August.</p> <p>I had previously raised issues about safety, in 2018, and I am pleased to say, at least in my view, the junction of South Bridge and the High Street looked far better managed this year.</p> <p>Yet, since these measures started, has Cockburn Street and the area on the High St next to Hunter Sq been more accessible and relaxed? Certainly not, the unmanaged space was occupied by various amplified performers throughout August with very large crowds (corresponding to excessive volumes). The consequence of this was that these areas would have been more accessible and relaxed had the streets remained open to traffic to displace the busking activity. Unfortunately, it seems that the Fringe Society supported these buskers, giving some sort of pseudo-authority, which makes their management by the police additionally difficult. Frankly, pedestrians cannot go anywhere near these streets without being assaulted by noise pollution, jostled by distracted crowds and, in the worst instances, harassed by performers that feel other users of the street should not be disturbing their performances, even when they obstruct the whole street.</p>

It is also important to stress that I don't believe policy about street management should focus solely on pedestrians and vehicles, while completely ignoring the residents and businesses with properties adjacent to these streets. The noise from buskers occupying the traffic-vacated space outside of our property made it almost unusable in August 2018 and again in August 2019. The pretence that residents constantly calling the police is a solution to this situation is not helpful. It is actually just a lot of additional stress and inconvenience with very little impact on the offending activity. I am writing in detail to the council about this in due course, as officials did not provide me a substantive response to any of the issues I raised in August.

I'm not sure any of this should have been a surprise. Exactly this problems were identified with the daytime closure of High St/Cockburn St during August last year. Then, the unintended consequences were not anticipated and so no management arrangements were in place, says the council report. Yet, the problem was worse this year and still no sign of a management strategy.

I would also comment that the management of the Old Town during August which means residents in EH1 cannot get supermarket deliveries is also going unaddressed. All the major supermarkets now blacklist the area. I made a freedom of information request about this and, again, it is disappointing that the council have made no attempt to address this by corresponding with supermarkets - who apparently can read about the restrictions put in place, in the press, like everyone else. They can and this results in them blacklisting. What is needed is a two way dialogue. Provisions put in place for commercial deliveries are irrelevant to this issue.

Finally, I would like to point out that many Old Town residents are not engaged with the council. The reason for this is they feel completely sidelined and despite being very tolerant, feel they have not been listened to by the council for many years. Complaining or reporting problems is a frustrating waste of time, which, even when acknowledged, results in no action. For example, nothing had been learnt about amplified busking and residents have been complaining about this for over a decade, as the problem has become worse. Almost every UNESCO heritage city in Europe addressed this issue many years ago, so I do not accept excuses defending the status quo or the arguments that this isn't connected to street closures as having any validity. If Edinburgh chooses to promote tourism to the levels it has and it chooses to close streets to make public spaces that performers may occupy, then it must manage these spaces so that residents, businesses and other visitors are protected from potential antisocial activity.

	<p>Summertime Streets appears to have been some sort of secret experiment about street closures and I am concerned that any conclusions are drawn about how satisfied Old Town residents are based on their disengagement. CEC needs to bear in mind the context within which this engagement is expected.</p>
<p>National Trust for Scotland</p>	<p>Thank you for the opportunity to provide further feedback on the Summertime Streets initiative.</p> <p>The volume of pedestrians on the pavements was a concern- far more so than in previous years. Often the front of our building was completely blocked. Had we needed to evacuate in an emergency we would have struggled to get people out safely. This would have become even more apparent had there been an emergency on the street. I accept that the streets become much busier over the festival period- and for residents and local stakeholders this is the payoff for having the festivals on our door step. My concern is that having buskers and street performers using the roads as a “stage” causes a decrease in room for pedestrians. The crowds which stopped to watch the buskers often reached to our front doors, forcing pedestrian traffic to go single file and essentially blocking access to our building.</p> <p>The use of amplifiers by the buskers and street performers also caused serious problems for our visitor experience. We hosted a play during the Fringe, and often the actors voices were drowned out by the noise from the speakers. We also have 3 holiday flats in the building, and received complaints from guests staying there, who were upset at the volume of noise. Additionally, it made it incredibly difficult to concentrate on work in our office (located at the back of our building). I know in previous years, amplifiers have been banned- so could you let me know if this was still the case this year, as they were used every day, and in excess.</p> <p>I feel that these factors have directly impacted on our trading this year. In 2018 we opened between 10 a.m. and 6 p.m. This year, we made the decision to open between 9 a.m. and 8 p.m. Regardless of the additional 3 hours a day that we operated we averaged a reduction of 20% per week in takings over the Summertime Streets initiative. There was a sharp decline in takings the week that the Edinburgh Festival started (in line with the increase in number of pedestrians), which continued through to the end of the month.</p> <p>I look forward to hearing from you regarding the outcome of this review.</p>
<p>St Giles Cathedral</p>	<ul style="list-style-type: none"> • We welcome the opportunity to contribute

- We are commenting here on the Summertime street operations but these need to be considered in the wider context of the continuing 'Open Streets' experiment; the very regular closures and restrictions that take place to accommodate an increasing number of special 'events' that lead to city centre street closures; suggestions that the City Council is planning to introduce parking restrictions on Sundays; and a continuing failure to invest in improving Sunday bus services. All these contribute to a general uncertainty about city centre access that affects the operation of the Cathedral
- St Giles' fulfils several roles:
 - It is a National and City Church with a range of large national and civic gatherings throughout the year
 - It is also a parish church with up to 12 services taking place each week, including 4 services and a recital slot every Sunday. In its role as a parish church it supports significant outreach to the local community within the parish, aimed at building the social capital of those living in the city centre - particularly those who are experience disadvantage in one form or another (homelessness, poverty, substance abuse etc.)
 - It is a major visitor attraction with around 1.4 million visitors each year
 - It is a regular concert venue
- These roles are affected by accessibility to the Cathedral in various ways
 - National and civic occasions bring large numbers of visitors to the Cathedral from all over Scotland and further afield and this brings specific access and, on occasion, security requirements. To allow for the effective planning of such events (which often needs to begin many months in advance of the actual event) there needs to be clarity of understanding and appropriate communication of plans that may affect accessibility
 - Because the regular congregation of the Cathedral is gathered from across the city and beyond, many have to rely on their cars in order to attend worship on a Sunday (particularly given infrequent Sunday morning bus services). Some parking is available in the square to the west of the Cathedral but street closures can (and do) block this. This has an impact on the numbers attending worship and therefore upon the life and purpose of the Cathedral and upon its income.
 - Accessibility affects the number of visitors to the Cathedral and its viability as a concert venue. This has a direct effect on income and therefore directly affects the capacity of the Cathedral to undertake its critical, city centre, social outreach mission (see above)

	<ul style="list-style-type: none"> We therefore believe that there needs to be not just a piecemeal review of the Summer Streets operation but a broader and more comprehensive look at the difficult challenges of balancing the issues of managing the increasing volume of tourist traffic within the city centre against the equally valid needs of maintaining the continuing life of Edinburgh across the city centre.
Resident	<p>I am sorry to say that I was deeply disappointed by the Summertime Streets exercise, and fervently hope it will not be repeated. The fact that the “consultation” already implies that the decision is already taken to roll the whole exercise out again next year is worrying. What, then, is the consultation for?</p> <p>For a start, there needs to be a different name. “Summertime Streets” suggests our climate is like Barcelona’s. It isn’t. As you, the Council, well know, it is frequently cold and wet and does not lend itself to outdoor living apart from on a few days each year. So I’m utterly opposed to a practice which so profligately wastes our resources.</p> <p>The reason is not that I am opposed to pedestrians – I walk to work on days when the weather’s kind and take the bus when it isn’t (so yes – I mostly take the bus).</p> <p>What I am mostly opposed to is the thoughtless, heartless and at times thoroughly callous withdrawal of amenity from those of us who have for decades built our lives around the areas that the Council now regularly closes to vehicle traffic. I genuinely do not understand the thought process that can assume Sunday is the least inconvenient day on which to close down the centre of the Old Town. It surely can’t be just because the Council themselves don’t need access on that day (apart from one day per year, which can be guaranteed not to fall on the first Sunday of the month, which the Closed Open Streets activities would put paid to) – that would be to put self-interest above the interests of those whose lives revolve around the Royal Mile on a Sunday, which would be incompatible with the public service nature of a Councillor’s role.</p> <p>Not everyone can walk. So, closing the Royal Mile on Sundays has now meant that those whose mobility is impaired have simply stopped coming to St Giles’, my church, during Summertime Streets and on the first Sunday of the month in the rest of the year. I’m personally contemplating giving up my membership of the choir at St Giles’ because it is simply becoming too great a battle to get to the Kirk on a Sunday. Perhaps you’re not aware, but the choir isn’t paid for its services except for special events. Attendance on a Sunday</p>

	<p>morning for such events as the Kirking of the Council relies heavily on the goodwill and dedication of a small number of mostly amateur musicians.</p> <p>[I am assuming that the Councillor who stated that access to church on a Sunday was not a consideration for the Council given that “Edinburgh is a secular City” is no longer on the Council.]</p> <p>I am massively in favour of reducing the volume of traffic, but shutting it off altogether has led to chaos on other routes, and there is no “carrot” of better buses, free taxis for the disabled, or anything else to encourage Edinburgh gently to leave the car at home.</p> <p>The unilateral withdrawal of an amenity which is valued so highly by a quite elderly and infirm group of your citizens is not a good look; and if it eventually leads to the demise of St Giles’ as a place of worship instead of being purely a visitor attraction, the blame – and ugly message – will lie squarely with the Council.</p> <p>I hope that this misbegotten idea will be hastily dropped in favour of other measures which do not put a bar on the front door of those who wish either to travel in to, or out of, the Old Town on a Sunday and need a motor vehicle to do so.</p> <p>I’m sure I’m not alone in finding the Council’s ‘holier than thou’ narrative on environmental benefits a little ironic, when it stops people going to church.</p> <p>Edited to add: I sang at the funeral of one of the people I have been trying to defend from street closures this week. She had, in the last three months of her life, managed to get to church exactly three times. She could walk quite well, but every step caused her immense pain. I am particularly bitter at the impact your decision had on the last months of a very dear friend’s life.</p>
Local Business Grassmarket	<p>The idea of Summertime streets seems to be good in principle but implementation seems to have lacked organisation.</p> <p>The roads were closed at 10am on a particular day, this was the first indication that anything was going on there had been no prior communication, as business owners we were not informed.</p> <p>On speaking to the Council deliveries were supposed to still be able to get into the Grassmarket until 12 midday. This was not communicated with those at the barriers, therefore no deliveries were ever permitted after 10 am.</p>

	<p>Due to July and August being the busiest months of the year this is the time we receive our biggest and most frequent deliveries.</p> <p>Many suppliers were unable to make a 10 am cut off due to the delivery restriction times across other parts of the city e.g. Royal Mile, George Square and Bristo Square. This regularly led to vans/trucks being dumped in loading bays double parking and the main road in chaos. All the news traffic bulletins were about road congestion through West Port and Grassmarket. This made the area a no go area, disappointing for business and pollution.</p> <p>So in summary i like the idea of less traffic, less pollution and a more pedestrian friendly city. However more work needs to be done in the future to communicate with businesses and to prevent the log jam surrounding the closed areas.</p> <p>Furthermore, the barriers themselves were a total eyesore. many customers of ours mentioned that as you approach the barrier on foot, you believe that as a pedestrian you can't go any further, so as a pedestrian they turned back, locals knew a little about the barriers but tourist will not know anything and will see the barrier as exactly that; a barrier stopping them from going any further. This has a major impact on footfall and resulted for us in reduced revenue at what should be the height of our season, with staff trained and ready to go, but not enough revenue to justify the staff training.</p>
Scottish Storytelling Centre	<p>Thanks for this opportunity to feedback our thoughts on Summertime Streets. We've noted them down here, but if you need any further information or clarity please don't hesitate to ask.</p> <p>It's worth stating that overall we found the pedestrianisation of the Netherbow area a very positive experience. It is something we have been supportive of and were pleased to see happen for a full month.</p> <p>Safety</p> <p>The pavement area outside the Centre is extremely small at parts and the mix of overflowing tourists and coaches/lorries is a recipe for a major accident. The street was given space to breathe, making a much more enjoyable experience for visitors. I presume pollution levels would be down in this area which is a positive considering we work with offices directly overlooking the street.</p> <p>Noise</p> <p>It's great to hear the hustle and bustle of people's voices, compared to the overwhelming drone of traffic. It makes a huge difference to the atmosphere in the area.</p> <p>However, we did have an issue as the space attracted multiple buskers...</p>

	<p>Buskers A few days into the month it became clear that the crossing beside Jeffery St and St. Mary’s St was being advertised as a busking slot. We believe this was being managed via the Fringe office, who when we contacted them said “This isn’t an official Fringe pitch but many of the same buskers that work with us will be using this space as they have added it as part of our morning draw.”. The amplified music impacted on our smaller performance space in the Centre, which meant it became a daily task for us to liaise with buskers to give them slots when they could play without disrupting our performances. We managed this accordingly, but would wish for clarity on whether buskers are being encouraged to play in this area. It could have a severe impact on our Fringe programming which is vital to our year round economy. I am aware we were not the only local business to complain about this and it doesn’t seem in keeping with the concept of giving the street back to pedestrians. Did the Cowgate and Grassmarket areas have big posters telling buskers that amplification wasn’t allowed?</p> <p>Access Placement of the barriers needs to be in a way that doesn’t block the dropped pavement on either side, so that wheelchair users/buggies etc can get up to the pavement from the road if arriving by car and down on to the road again on the other side of the barrier to be able to enjoy the traffic free street. We would also suggest that Parking beside the South Gray’s Close barriers needs to be further restricted to allow for vehicles to get as close as possible and then be able to turn around to go back up the Royal Mile. It would be great if there was the possibility to increase visual attractiveness of the pedestrian area (bunting, colourful banners etc) which would attract people down the Royal Mile from South Bridge. We had small issues around deliveries for our Café and Theatre shows, but nothing we couldn’t work around with minimal fuss.</p> <p>Finances We enjoyed an increase in event, café, museum and book shop income. There is no way of knowing whether Summertime Streets was a contributing factor to increased visitor numbers, but it certainly does not seem to have had an adverse effect.</p> <p>Thanks again, we look forward to hearing more information about future plans!</p>
Living Streets	Although significant criticism, would encourage better planning and organisation to do again.

Comments on 'Summertime Streets' 2019 Living Streets Edinburgh Group (LSEG) strongly supports the concept of 'summertime streets'; ie closing streets to motor traffic during the festival to create more space for people to walk in safety to enjoy Edinburgh, its sights, shows, shops, bars etc and to make a better environment for local residents. LSEG first called for such measures in 2015: <https://www.livingstreetsedinburgh.org.uk/2015/11/16/car-free-edinburgh-for-festival-for-2016/>. We have the following observations to make on specific locations. **Cockburn Street, Victoria Street** These streets were well stewarded and in our view worked best. However, we are not clear why there were so many cars parked in Cockburn Street in particular. The ugly metal barriers used block off the streets to vehicles should be replaced by ones which are more 'people-friendly' and show clearly that walking is permitted (and indeed encouraged!) **Candlemaker Row** Our feedback was generally positive on this street. However, many tour coaches ignored the ban with apparent impunity and this requires better management. **Cowgate** Summertime Streets was not a success in the Cowgate. As was amply demonstrated on social media, the ban on motor traffic was completely ignored by many drivers, including licensed private hire cars and taxis. There was usually little if any staff present to manage the restrictions. Pavement parking was rife (as in previous years) and the police appeared to show no appetite to deal with the frequent 'moving vehicle offences'. The restrictions in our view should start from 12.00 midday or 14.00, with all servicing of bars, restaurants etc taking place before then. Appropriate access to courts, the mortuary etc could be provided through special arrangements, use of Guthrie Street etc. **Lawnmarket** This was also unsatisfactory. Taxis and many tourist coaches use the roundabout at the foot of Castle Hill to turn, completely undermining the 'car-free' environment of the Lawnmarket. Stewards, who had the difficult job of managing this conflict, were frequently observed shouting at pedestrians to get out of the way of vehicles. Vehicles should therefore be banned entirely from Johnston Terrace during the traffic restriction period. **High Street/South Bridge** We were pleased to see barriers providing wider walking space on the west side of South Bridge near the Tron - a high-risk space for pedestrians. We note the problems reported by residents about diversion of bus routes on the Canongate and would not object to buses (but not general traffic, including taxis) continuing to use the street during the festival. At the other end of the High Street, the police appeared to be prioritising vehicles exiting from St Giles Street over pedestrians - this section of the High Street (to Bank St/George IV St) needs to be improved. There should be no vehicle access to Parliament Square during the festival, allowing this grossly under-valued space to be better used by people on foot. **Conclusions** We welcome the Council's introduction of traffic restrictions in 2019. However, we want to see the idea improved and extended in 2020 particularly by: • extending the hours of traffic closures; • extending the traffic closures to more streets; and • improving enforcement/staffing of traffic restrictions.

Radical Travel	<p>I wanted to take a minute to provide feedback on ‘Summer Streets’</p> <p>The summer streets didn’t affect us too much. In fact, the closure of the Royal Mile to Blackfriars helped us in a way, it meant that we could load our tour up outside our address at 60 High Street easier being that there wasn’t any traffic.</p> <p>However, we do feel that the right turn from the Mile down the Bridges was/is so busy that it is very dangerous.</p> <p>Our tour returning in the evening had to drop off at Waterloo Place since the mile was closed. The bus stops that are provided for tours were all very busy, the whole area was very busy. Further to this it took a huge amount of time for our coaches to get from one side of Princes Street to the other.</p> <p>I met with Daisy from the Edinburgh Transformation the other day. We are very keen to be involved with the changes that are going to be happening to the city centre over the coming years. It all is hugely exciting and we feel that it would be good for not only us, but for other tour operators to be involved</p>
Historic Environment Scotland Edinburgh Castle	<p>As part of a consultation exercise, we have been asked to comment on the Summertime Street initiative implemented by The City of Edinburgh Council.</p> <p>As the Executive Manager of Edinburgh Castle, we would wish to concentrate on four main areas of concern –</p> <ul style="list-style-type: none"> • Ensuring a clear and unobstructed access for pedestrians approaching Edinburgh Castle via Castlehill. • Access for coaches to drop off Tour Groups on Johnston Terrace and Taxis with less able passengers. • Barrier systems to assist (rather than hinder). • Staff operating and policing the barriers having a five-star approach to visitor service. <p>Over the first few days of the initiative, our own Edinburgh Castle staff received a number of verbal complaints from visitors who thought that the staff manning the roundabout at The Hub were employed by Edinburgh Castle and expressed their dissatisfaction with both the welcome and the lack of civility used by the security company. A number of managers witnessed the situation (as well as a number of the other</p>

Castlehill businesses) which was chaotic. The staff were trying to deliver the impossible task of keeping pedestrians – many of who did not speak English - moving in the direction they were briefed to deliver. Unfortunately, the staff response was to shout even louder which resulted in more confusion and unhappiness. This did not create any sort of welcoming atmosphere for visitors, and many of the Castlehill businesses reported a considerable drop in footfall which they perceived as a direct result of the new initiative. Due to these concerns, a meeting was arranged at short-notice with council representatives and as a result, the staff in this area moderated their approach and allowed the free movement of pedestrians - only stepping in to clear pedestrians when a vehicle needed to turn on the roundabout at The Hub. This undoubtedly improved the situation.

The large concrete barriers with yellow tape closing of the top of the Lawnmarket looked very makeshift, as if roadworks or a street incident was taking place. This also seemed to confuse visitors as to whether they should be near this area at all or within the Lawnmarket. The vacant space inside was subsequently utilised by Street Performers who created logjams and impacted on local businesses and pedestrian flow. My understanding was that the priority was managing visitor flow and this creation of new and additional street performer space only increased the previously identified challenges.

Possibly following the concerns and criticisms raised at the meeting at the City Chambers, a new approach was taken on the last Open Streets Day which was held on the first Sunday in October. On this day, the whole of the roundabout at The Hub was barriered off to create a pedestrian-free zone for vehicles turning (pictures attached). While this may well have satisfied the requirement of a safe area for vehicles to turn, this should not be adopted for the Summertime Street initiative for the following reasons -

- The amount of barriers used was extremely oppressive and gave the impression that roads were closed rather than open to pedestrians (Attachment 1)
- The number of summer visitors could not possibly be channelled up the narrow stepped pavement area without severe congestion and the risk of accidents (Attachment 2)
- Council vans parked up on Castlehill to facilitate the delivery and uplift of these barriers added to the impression of extensive roadworks being carried out which put off pedestrians rather than encouraging them to visit (Attachment 3)

We require to work collaboratively to agree a workable and effective compromise that allows certain necessary vehicles access and drop-off via Johnston Terrace with the ability to turn. The aesthetics of the

	<p>barrier system must be more welcoming and less oppressive, with staff providing a friendly and welcoming approach to our city's five-star and iconic attractions. Market research and visitor surveys have evidenced that Edinburgh Castle is a major factor in visitors from all over the world deciding to visit the city which contributes heavily to the reputation and commercial success. We cannot endanger this through ill-thought out attempted solutions allied with poor customer service</p>
<p>St Columba's Free Church Johnston Terrace</p>	<p>Our church is right in the epicentre of street closure, and generally it has been ok - with access usually being permitted for cars with elderly or infirm occupants to get access to the church. (We are fortunate to have a mainly younger congregation of around 200, many of whom are able to walk to church). However we do have many families with young children who dont live close and access to public transport is limited (both due to location and limited Sunday running of buses).</p> <p>It would help to be clear, when they have to take a car, where they can park on Johnston Terrace - as the stewards seemed very unsure. And some of our young mothers who are parking have been subjected to abuse from Tourist bus drivers who can be both aggressive and territorial! (We witnessed a full blown fist fight one Sunday morning between two competing bus drivers - mental!)</p> <p>Many visitors and locals that I spoke to over the summer did complain about the stewards at the mini roundabout who were attempting to keep the area clear of pedestrians so that buses and cars etc could turn. (Thankless task, I agree) However, there must be an alternative to young staff hollering and shouting - sometimes quite aggressively - at bemused tourists going about their visit!</p> <p>My only other comment is that the temporary nature of the barriers, along with the unsightly terrorism blockades make for a less than appealing and attractive welcome for visitors to our World Heritage site at the top of the Lawnmarket. Not good.</p>
<p>The Hub Edinburgh International Festival</p>	<ol style="list-style-type: none"> 1. The restrictions were very tight, only allowing single file movement of pedestrians through barricades. This had a very negative impact on visitor numbers to The Hub as access was totally restricted. 2. Barriers were there to protect the public from transport turning on the roundabout at the bottom of Castle Hill and Johnston Terrace. Can barriers be moved when vehicles are needing to turn, and not be in situ for the duration? 3. Stewards were extremely loud, and would shout at members of the public (most of them foreign and visiting our city), not a great first impression of Scottish hospitality. 4. The area looked like it was closed off and not open to the public.

<p>Local Business High Street</p>	<p>As a business manager of a shop I have been urged to give feedback on this August's 'summertime streets' initiative. While I believe a pedestrianised zone could be a welcome part of the festival, it seemed entirely unmanaged which led to problems for us and our neighbours. We have enjoyed the 'open streets' Sundays, with activities and coordinators, but this programme appeared to be purely a closing of the street, with no real purpose or community focus (especially coming as a complete surprise, with no prior consultation or communication). When the barriers went up, they were not at all aesthetically pleasing, and definitely had the 'police incident' look about them.</p> <p>The most affecting issue, however, was definitely the non-stop daily programme of unofficial buskers and performers attracted by the lack of traffic (and our position right at the dead-end created by the barriers). As they were not being managed or supervised in any way, the resulting crowds were constantly pushing up against our shop, blocking our window display and even our doorway, and sometimes sitting on our windowsill! Tourists believed they were partaking in an official fringe street performance, so when (politely) asked to move up by our staff, they were not often obliging or polite. The performers were 9 times out of 10 using very loud amplification, only a couple of meters from the shop - we could hardly hear our customers at some points! I witnessed a fellow shopkeeper repeatedly asking a chap to turn his sound system down, and being heckled as a result.</p>
<p>Canongate Kirk</p>	<p>Thank you for the opportunity to provide feedback regarding the Summertime Streets project.</p> <p>Our main issue with this was the re-routing of the No 35 bus which meant residents and church goers were left with no means of public transport up or down the Royal Mile. The original information letter that was sent to us about Summertime Streets had a paragraph detailing how residents could make use of a 'dial a taxi' service. However, when I rang the number for more information, no-one knew anything about it. To be fair, the person I talked to took a message and I was emailed later that day with information on how to book a taxi with a PIN code etc but this whole process took a long time and was overly complicated. Some of our members are infirm or disabled and need a vehicle to get them as close to the church as possible. There still does not seem to be a reliable and straightforward way of allowing this to happen when the roads are closed.</p> <p>I also thought it would be helpful for you to see a copy of the email that Rev Neil Gardner recently wrote to John McNeill, Senior Manager for Public Safety, describing how road closures can affect the life of the church. I realise this covers other situations with which you are not connected but it illustrates how frustrating it can be for Canongate Kirk to carry out its regular services and other events that have been</p>

	<p>booked months in advance. Summertime Streets, Open Streets, road closures due to events or marches, whatever the reason, it is very important we can continue to reassure our parishioners that they can easily attend church as before.</p> <p><i>Dear John</i></p> <p><i>You were copied in on the e mail exchange below and must have wondered what it was all about?! I should have been in touch sooner, but the question arose out of a conversation with the Lord Provost a fortnight ago about the lack of communication we at Canongate Kirk had received over the pro independence march that had taken place on the Royal Mile the previous Saturday afternoon. By good fortune we had no wedding service that day, but had there been one it could well have been ruined. A fortnight before we'd had to endure a Brexit march during a wedding service and the day before that a climate change protest march during a memorial service, but at least in both those cases we had had some prior notice and communication with the police and other agencies involved. This was not the case in the run up to 6th October, which saw a noisy parade take a couple of hours to pass the gates at exactly the sort of time weddings are normally held. I realise this is one of the hazards of our situation on the Royal Mile but these recent experiences have come on top of the introduction of the Council's Open Streets initiative when the road is now closed to traffic on the first Sunday of every month. I'm afraid local churches inevitably refer to it as the Closed Streets initiative as it only prevents people coming to church! This can all be very frustrating. This may or may not be your department at all, but I suppose all I am asking is that consideration is given to long-planned events in the city-centre churches when parades and protests are arranged at what often seems to be quite short notice. And as I suspect there may be more coming (!) I just want to flag up our concerns particularly where weddings and memorial services are involved, many of them arranged for Saturday afternoons. I have no desire to deny anyone their democratic right to protest, but this does sometimes seem to ride roughshod over others' rights to hold a significant service without at the very least a backdrop of shouting and banging and at worst a police escort.</i></p>
Benjamin Tindell Architects	<p>We were delighted with this initiative and consider that it bodes well for the planned improvements for George Street to Meadows.</p> <ul style="list-style-type: none"> • The closure of Victoria Street provided an additional significant free outdoor venue, relieving pressure on the High Street. • The closure of the Lawnmarket likewise, spreading and enlarging the Festival. • We did not see so much of George Street but it too seemed to benefit. I think it showed that the proposal for trees is unnecessary. <p>In due course, it would be good to make the design of temporary arrangements much better.</p>

	<p>Have you obtained a copy of the new book, Soft City, by David Sim, of Gehl Architects? I cannot recommend it too much. As you will know this is the kind of work they have been advocating based on scientific and empirical knowledge of several decades.</p>
<p>Local Business Cockburn Street and Victoria Street</p>	<p>We have experience first-hand of the “Summertime Streets” experiment.</p> <p>In terms of effect on trade for our shops, it had a negative effect and we lost a lot of trade due to this. The reasons for this are simple. When people walk down pavements, they are close to the shop windows and are often intrigued by what they see by which in turn encourages them to visit the shops and purchase goods.</p> <p>When the roads are blocked to traffic, people simple use the middle of the road as a corridor in which to walk down and this affects trade negatively. There is no need for Cockburn street to be closed to traffic as the pavements are wide enough to create a very safe space for tourists. Also, people are generally not stupid enough to walk into oncoming traffic. The same can be said for Victoria Street. Any traffic that moves on those streets moves at a snails pace anyway which minimizes danger to tourists.</p> <p>The closed street attracted noisy, amateurish acts, drunks and drug abusers, some of whom were aggressive and abusive towards shop staff, (and tourists), who were trying to get some peace from the barrage of noise coming towards them. One “Act” screamed at the top of his voice, when approached by an understandably irate shop owner, that there was a “Man loose with a gun and that there was a gas leak”. He said this with the sole purpose of clearing the street. The shopkeeper called the police and the police did absolutely nothing about it but issue a mild warning. He should have been dragged off for that. On Victoria Street, we had a truly dreadful piper one day right outside our door blasting away for 15 minutes at a time. One of my customers closed our door to try and kill the racket. He had a cardboard sign at his feet which read “BEER FUNDS”. He had no permit for this and was eventually chased away by myself and another shop owner. We had a clown with chainsaw creating a racket outside our shop on Victoria Street. I couldn’t even talk to customers through the deafening racket, talk about noise pollution! Also, groups of people gather around these performers and block the entrance to the shops. The Summertime Streets project has turned Cockburn Street and Victoria Street into anarchy. Where are the fringe staff or council staff to check if these people have permits? Another point worth noting is the</p>

	<p>belligerent attitude of the security staff. They were hassling shop owners to use their toilets and generally being cheeky and abusive.</p> <p>Cockburn Street and Victoria Street are two of the main shopping streets in Edinburgh and I wonder why this should be damaged and interfered with?</p> <p>Personally I feel that although this project was conceived with good intentions, it has been poorly executed with the result of the law of unintended consequences of disorganized chaos coming into play.</p> <p>We are local employers with 12 staff on the payroll. We provide two beautiful shops which have cost us a fortune to do up and we are taking a daily risk by opening up the public in the hope that we make enough to pay all of our overheads.</p> <p>Why are the council doing this to us? It's shocking, infuriating and pointless as far as I could see. If you're insistent on continuing with this project, the very least you could do is set up an advertising program to direct tourists to "Two of the best shopping streets in Edinburgh".</p> <p>I think you'll find that every other shop/business owner on the streets are of exactly the same opinion as myself.</p>
Supreme Courts	<p>I am the Building Manager for the Supreme Courts in the High Street.</p> <p>On the whole we were not too put out by the road closures as we were aware they were happening. Unfortunately though a number of our customers were completely stuck!</p> <p>With the closure of Victoria Street many people were delayed arriving at court. Most were being dropped off by friends or relatives but once their driver had committed to going up Victoria Street to get to the High Street they were then stuck with no other route to take. If passengers were to get out and walk, it might not be a long walk, but if you are elderly or have mobility issues it is a very big hill to climb.</p> <p>Other than that we didn't really have any issues.</p> <p>One note for next year, I have heard rumours that the Cowgate may be closed as well as other streets. This would give us problems as this is our only parking / delivery route during the Festival when the High Street is also completely closed to traffic. Please let me know if there are any plans for this closure!</p>

Local Business Jeffrey Street	Please please rethink putting barriers on the Cannongate / Lower Royal mile during August. It was very detrimental to trade, caused traffic jams on Jeffrey and St Marys street and seemed to serve no positive purpose.
Police Scotland	<p><u>Observations 7th August</u></p> <p><u>Mound.</u></p> <p>The Mound / National Galleries of Scotland area appeared well controlled with close liaison between Fringe staff and G4S.</p> <p><u>High Street and surrounding streets (there were a few issues).</u></p> <p>1115hrs. The National Barrier Asset at St Giles Street was still open at 1115hrs (should have been closed at 1030hrs). Spoke to the G4S staff who said he was waiting for a supervisor to come and close it.</p> <p>1120hrs The City of Edinburgh Council, Vehicle Deterrence Barriers (commonly referred to as the McNeill Asset) were in place at the junction of Bank Street (George IV Bridge) / Lawnmarket and Lawnmarket / Johnston Terrace. However the National Barrier Asset(NBA) between them (High Street) was completely open. If the NBA isn't closed then the danger is that a vehicle can drive westwards or eastwards though the crowd and though the open NBA. If the NBA is going to be open then I'd question why we have it there when it could be deployed elsewhere.</p> <p>1130hrs Several vehicles were parked in Victoria Street. The closure created a performance area in Victoria Street at the Junction with Grassmarket (approximately 50 people standing in the street watching a street performer). There didn't appear to be any enforcement of the TTRO in Victoria Street. As there were no barriers at the junction with George IV Bridge, a vehicle could travel down Victoria Street injuring those congregated on the roadway and into the assembled crowd in the Grassmarket.</p> <p>1155hrs</p>

Several vehicles were parked in Cockburn Street. As with Victoria Street, there wasn't any enforcement of the TTRO.

1205hrs

The Summer Streets barriers were in place between South Bridge / John Knox House and Jeffrey Street / John Knox House. As a result (as with Victoria Street) a performance area was created outside John Knox House. The performer at the time attracted quite a large crowd. My understanding was that Summer Streets would not be used as performance areas.

Observations on 15th August.

High Street and surrounding streets.

The National Barrier Asset at St Giles Street and Lawnmarket (outside the High Court) were still open at 1050hrs (supposed to be closed at 1030hrs).

As per my 7th August observations, the City of Edinburgh, Vehicle Deterrence Barriers, at Bank Street (George IV Bridge) / Lawnmarket and Lawnmarket / Johnston Terrace, were in place but NBA still completely open. Issue raised with CEC Roads Dept. and informed CEC didn't see the need for the NBA to be closed as CEC measures in place. I highlighted my concerns (as per 7th August and the reason for the NBA being there) and asked that consideration be given to the NBA being closed during the times of the Summer Streets TTRO (the NBA remained open and as a result the vulnerability remained throughout Summer Streets).

As per 7th August observations, the closure of Victoria Street created a performance area in Victoria Street at the Junction with Grassmarket, creating danger to performers and audience from a vehicle attack. In addition, the barriers in place between South Bridge / John Knox House and Jeffrey Street / John Knox House, created a performance area outside John Knox House, which was in use again on this day.

Observations 21st August

Cockburn Street was just a car park. There were 27 vehicles all over the place, a few resident permit holders, a couple of disabled pass holders and the rest without passes just parked up. I asked the stewards

	<p>if NSL had ticketed any vehicles, but was told that none had been ticketed. I later contacted NSI and asked what instruction they'd been given about enforcing the TTRO and was told there was some confusion about the conditions attached to TTROs within Summer Streets. I then contacted CEC Roads Dept., made them aware of my conversation with NSL and was informed that someone would contact them and clarify any issues. As you'll see from my observations the following day, nothing changed.</p> <p><u>Observations 22nd August</u></p> <p>Following my conversations about the lack of enforcement of the TTRO in Cockburn Street, I attended at Cockburn Street to see if the parking was any better than the day before. As you'll see in the attached photographs, it was still a car park. Five of the vehicles were displaying 'Blue Badges' the majority of the others had nothing displayed. I spoke to one shopkeeper whose car was parked outside his shop and was told that he was being allowed to 'pop in and out' throughout the day. I was there for about 25mins and the car never moved.</p>
Resident	<p>First of all thank you for giving us the opportunity to feedback on this initiative.</p> <p>I have a few comments which I'd like to make:</p> <ol style="list-style-type: none"> 1. The change of street use was sprung on us without consultation or warning. 2. While we support fully Council targets to reduce air pollution and congestion in the city, we think there are huge inconsistencies in the Council's approach. In particular we would like to know what the Council is planning in terms of reducing aviation into and out of Edinburgh airport. After all, cheap flights is the main driver behind all of our congestion problems as it draws in huge numbers of short- term visitors using taxis and filling the Old Town pavements. Does the airport area itself feature in the Council's statistics regarding air pollution and carbon footprint? 3. The Summertime streets initiative was just one in a long line of road closures which we experience, such as Open Streets and Cycle events, horse events, Marathons and Filming as well as reduced parking due to Castle visitors. You will understand that it all adds up to massive inconvenience to anyone who lives in Edinburgh who NEEDS a car to access homes, places of worship, neighbours, work commitments in the city-centre. We don't run a car but several of our elder members at St Columba's-by-the-Castle Episcopal Church need to park near the level top of Johnston Terrace to exercise their human

right to worship. I know a Health Visitor who lives in the Grassmarket who needs to drive to her work appointments. I know another resident who was stopped on her way home in her car and told that she should be home before 7pm!
This all begs the question - does the Council care more for tourists and events more than its residents? this is a very important question.

4. The closures to traffic INCLUDING bicycles at the top of the Lawnmarket and Victoria St were initially helpful for pedestrians going about their business but as soon as the Festival, the situation for pedestrians and cyclists was worse than usual as crowds stood around watching street acts and blocking the way.

5. One day I wanted to cycle from the top of Johnston Terrace to The Mound and George St. I was unable to cycle through the Lawnmarket and yet it was extremely difficult to push my bicycle through the crowds on the pavements. Obviously I couldn't carry it down Milnes court. What would you suggest?

6. The pavement congestion is not helped by the "security" barriers which appeared 4 years ago, we thought temporarily. Indeed I worry that, if there was a need to evacuate quickly from an incident they would cause crushing on a large scale. You may be interested that one day in August, I found myself next to a street-cleaner who was unable to pass through one of the barriers as not one tourist would pause for him, so I had to ask them in a loud voice to let him do his work.

I don't like being negative so I will try to make some suggestions:

1. Plan special events supposedly for residents in other parts of this beautiful and varied city for instance the Cycle Day would be fantastic along the shore-line at Granton as would the Marathon.

2. Don't close streets to Edinburgh residents and workers but give them a pass if they apply for one. Meanwhile by all means promote good bus services , walking and cycling.

3. Stop giving planning permission to new hotels and short-term rentals. Rejuvenate The Old Town as a residential area.

4. Support measures to stop Air B and B.

	<p>5. Impose large arrival taxes at the airport.</p> <p>6. Include flights in and out of Edinburgh in carbon and pollution monitoring.</p> <p>7. Remove the "security" barriers.</p> <p>8. Work with the Fringe to reduce the number of performances while encouraging better quality.</p> <p>I think these measures would address the causes of our congestion problems and improve our quality of life.</p>
Resident	<p>Thanks for the opportunity to feedback regarding the summer streets road closures. I've forwarded this to our friends at another church who use our building throughout the year and would also have been affected by the closures.</p> <p>Our Salvation Army church runs its own venue during the Fringe, which was active from 8th August to the end of the Fringe season. Most days during August, we were driving to the church for our work, because we have a large family and are often moving equipment between home and church. We also had friends and family visiting and helping at our venue so there were more people to move around during the summer.</p> <p>We live outwith the city centre and our direct drive to the church is through Holyrood Park, up Holyrood Road and then Pleasance. As such, throughout the year we are affected by the regular road closures in the park and around Royal Mile for Open Streets and other events. Combined with the regular and persistent road works around the city centre, we're used to finding alternatives to the shortest route... a skill which will continue to be useful over the coming years of city centre development, no doubt.</p> <p>My thoughts on the closure at the junction of East Adam St and Pleasance, literally our front door at church, and the regular closure around the corner at Roxburgh theatre for their outside space.</p> <p>1) Generally, I though the East Adam St junction closure combined with relocating the Venue 33 taxi rank, the temp. pedestrian crossing and concrete bollards a good idea. For several years we've watched chaotic moments as pedestrians randomly crossed at the junction in large numbers while taxis did u-turns and regular traffic moved through the three way junction. I've been surprised no one has been injured.</p>

The measures seemed to reduce this conflict significantly, though it didn't fully prevent them. We didn't feel as if our own access to our church was inhibited. The temporary crossing point was used regularly throughout the day.

2) The amount of temporary fittings to define the closures - the red/ white barriers etc. cluttered the area: I felt that the pedestrian crossing was not always easy to see, nor the place for traffic to stop on a red light easy to define. The signs for the road closure and temporary advertising hoardings added to this. I found this ironic given the stance on shop A-frame signage blocking pavements!

3) The taxi rank seemed to move or be poorly defined: the location at the end of New Arthur Place wasn't clearly signed for some time and seemed to be not in use for the first few weeks of the Fringe as normal cars were often parked there. Taxis started using the opposite side of the road to Venue 33 on Pleasance.

4) The closed junction at East Adam St. moved after a few days. Initially the barriers were close to the give way line, but seemed to move up to the shoulder of the junction. The space then became a lay by, dropping off and delivery area throughout the day, sometimes with two or three vehicles stopping and turning at the same time. That seemed necessary, but also didn't seem to ease congestion and pedestrian safety.

5) Combined with the Roxburgh place closure and the normal one way at Drummond St and Hill Place, the only exit from the block was via Hill Place- which is sometimes slow because of the Nicolson St. junction. Several times we saw coaches, deliveries etc. wander in and find their way blocked at East Adam St.

6) Parking - we are blessed to have our own off-road parking space at East Adam St. and we found that this was blocked in only twice during the Festival, compared to almost every other day in previous years: I suspect being a dead end reduced the cars venturing in our direction. However, we found that West Adam St was double parked on many evenings, leaving just enough space for a car to drive between with inches to spare: probably a fire engine would have struggled. We've not seen this in previous years. Again, this was the only exit from the estate because of the Roxburgh closure and permanent one way streets. I was concerned by this as it meant evening access to the various flats, the nursery and university buildings on the block was reduced.

	<p>On a wider scale: We found that when the park was closed for Sundays and a few other events, that, combined with the Summer Streets Royal Mile closure above St. Marys St. (combined with probably the gas works at Easter Road / London Rd. / Abbeyhill area, the ongoing work on St. James centre area and closures in Cowgate / Grassmarket) there were massive traffic problems around the area. All the buses, coaches and sightseeing buses which would have continued up and down the Royal Mile were getting stuck turning on St Mary's St / High St. junction, causing very slow two-way traffic between there and Parliament. Week days were not too bad, the park mostly being open to traffic.</p> <p>Generally through out the year, I feel that it is the combination of road closures for events, the regular park Sunday closure and then continuing major road works, that causes congestion problems, or at least, significantly increases them - it is always worse on a Sunday when the park is closed, particularly if Parliament and Holyrood Gait are also closed off.</p> <p>For Summer Streets though - I think generally a good idea, particularly near our church in East Adam St./ Pleasance. I think pedestrian safety outside Venue 33 seemed better this year, though tempered by the comments above.</p> <p>Thank you again for the chance to give feedback - I don't often feel as if the opportunity is as easy as this with so many changes planned over the next few years.</p>
Resident	<p>I'd like to provide some feedback on this year's Summertime Streets. As I stay at the top of the Royal Mile, I was directly affected by it.</p> <p>Generally, I think the idea was good, and it was nice to be free of the eternal car horns urging pedestrians to get off the road, although this was replaced by frequent shouts of 'guys, off the road!' from the stewards. The barriers at the west end of Lawnmarket were rather unsightly, although I appreciate this was the first time they had been used and were needed to allow coaches to use the roundabout. What was more concerning was their somewhat haphazard deployment - it was not until near the end that they were used to fully segregate the roundabout from the pedestrian areas. They ended up running down Castlehill, around the east side of the roundabout and across Upper Bow. I would suggest that this arrangement be the norm if Summertime Streets is repeated next year. The easement of parking restrictions to make up for the loss of space in the Grassmarket, West Bow and Victoria Street was very welcome, too.</p>

	<p>However, what did spoil the whole thing was the proliferation of amplified buskers and silent discos, which made the noise quite unbearable at times. I work from home, and frequently had to decamp to the library just to get some peace to concentrate. I would be strongly in favour of a serious crackdown on the use of amplifiers, even during the Fringe. No ifs, no buts, no exceptions. Just stop it. The Royal Mile is a residential area, and should not be subjected to impromptu gigs just because the traffic has been stopped.</p> <p>The problem with the silent discos was that they were anything but silent. The organisers encouraged the participants to sing at the tops of their voices, which just added to the din from the amplifiers. One in particular used to stop on Lawnmarket and get his group to make so much noise that I came close to throwing a bucket of water over him. The only reason I didn't was the risk of hitting a bystander. Moreover, the groups are encouraged to just barge through the crowds, and as they're preoccupied with their headphones, there is a risk of colliding with other people. I saw several incidents where parents had to hurriedly pull their children to safety - this occurred in the Grassmarket, Lawnmarket and High Street.</p> <p>If the noise problem can be addressed, I think Summertime Streets could be a valuable addition to Edinburgh's summer next year. If it can't, I'd rather not see it repeated.</p>
Resident	Hi, just to say I think this was a great initiative - well done!
Edinburgh Quaker Meeting Place and Fringe Venue	<p>As an organisation, Quakers are very strongly in favour of actions that reduce pollution and use of fossil fuels, so in general we are very supportive of measures that reduce vehicle traffic in the city centre. However, we did find that this summers's new arrangements had some quite negative impacts on us which I hope will be considered when planning for next year.</p> <ol style="list-style-type: none"> 1. The closing of Victoria Street to traffic led to buskers regularly setting up on the street below the Meeting House, using excessive amplification. Sound levels were such that some buskers could be clearly heard <u>inside</u> our Fringe theatre venue with double-glazed windows closed. This prompted complaints from theatre companies and audiences, and led to managers having to go out to ask buskers to move/reduce volume on an almost daily basis. Not all buskers were cooperative when asked to move or to return after a show had finished. This added considerably to the stresses of running a busy Fringe venue. 2. On other nearby streets, there were signs stating that buskers shouldn't use amplification - there were no such signs on Victoria Street. Having said that, we literally saw amplified busking taking place <u>next</u> to these signs in other parts of the city, so people weren't taking much notice anyway!

	<p>We would ask that there should be much greater enforcement of rules concerning busking if the Summertime Streets idea is repeated. Otherwise this could lead to us losing future business from theatre companies and indeed audiences.</p> <p>3. The combination of closure of Victoria Street and Lawnmarket plus road closures because of the Tattoo meant that it was quite difficult to identify times when arriving theatre companies could get vehicles to our building to drop off sets and props. Companies who arrived later than planned due to traffic delays (often after very long journeys) were sometimes allowed access by stewards, but on other occasions this wasn't permitted. A bit more flexibility would have been helpful, and also greater notice of road closures prior to August so that we can pass this on to companies.</p> <p>We hope that this feedback will be included in your evaluation. As stated earlier, we are generally very much in favour of a bias towards pedestrians on city centre streets, but these issues did cause us difficulties.</p>
Resident	<p>Hello, I believe that there is a review of summertime streets and that the way to participate is to contact you by email. I have a disability which restricts my mobility. I am a keen Festival goer, particularly the Book Festival.</p> <p>In my opinion the biggest problem is that Edinburgh tries to do too much. It is a tiny city, why have concerts, sports matches, cruise ship visits and open air gigs at the same time as several major festivals? The council could do a lot to stop the build up of pressure on a small area by denying permits for some of these activities - this would result in the City being a more pleasant environment for everyone. This might lead to sustainability - the situation this year felt like a 'pressure cooker' that was about to go off at any moment.</p> <p>From my own account I avoided the closed streets during the Festival. I do not feel safe in large crowds and need the reassurance of being able to get away by bus, taxi or car. A friend fell in the affected area and had to lie on the pavement for an hour waiting for an ambulance (we could have picked her up had we been able to get to her) and during that time people walked over her - someone even went over her arm with a wheeled case. Closing streets poses risks to vulnerable people.</p> <p>I also have concerns about the message that seems to be emerging that Edinburgh is now a 'party city' especially at Festival time. It is not. The City Centre is a place where people still try to live, to bring up children and to work. Closing streets but allowing mobile discos, buskers , open air bars and so forth is not</p>

	<p>respectful to residents, some of whom will inevitably be dealing with life's challenges (a sleepless baby, ill health, bereavement, or other stress) I cannot imagine how awful it would be to have street performers and open air entertainment going past my window many times a day in such circumstances. Closing streets encourages the message that the City is now a holiday resort. There needs to be a clear statement made - and repeated many times- about expected standards of behaviour from everyone , tourists, group leaders and performers - and what happens if they are infringed - strictly enforced of course.</p> <p>Finally - the closure of so many streets coupled with the crowds had a significant effect on buses. Obviously the change in route of the 35 was a poor decision, as there is little enough public transport in the Old Town and people rely on it to get about with daily activities. From my experience just about every other bus was also affected. Most were full to capacity, I saw people with Zimmers and other mobility aids having to stand because there were no seats at all made available to them. Buses did not run to timetable and stops were moved - this is particularly difficult for those of us with limited mobility to manage because it is so difficult to walk to another stop and/ or wait a long time for a bus.</p> <p>I know so many older and less able people who just stayed at home for the entire of August because they did not want to face going into town. Is this what the Council wants ? It is hardly inclusive, and I would not consider summertime streets or any other measure to change the way that people move around the City Centre a success until the needs of ALL residents, including older and less able people are met.</p>
Ghost Bus Tours	<p>The feedback I've received is as follows:</p> <ul style="list-style-type: none"> - We were not as a company provided enough prior notice about this change to adequately warn our customers and make our own relevant changes to our route. - The program severely impacted our route as a sightseeing tour, prohibiting us from accessing the majority of landmarks that we would usually pass, which led to countless complaints and unhappy customers, delivering a subpar experience.
Resident	<p>I am responding to a request for feedback about the Summertime Streets program implemented during the Festival season this year. My perspective is that of a resident and cyclist, and a former theatre worker who brought plays to the Fringe several times.</p> <p>I was not aware of the Summertime Streets program as such, only that more and more streets are given over to visitors to the city each year. This is no doubt good for visiting pedestrians but inconvenient for residents trying to go about their business, whether as taxi drivers, couriers or commuters. Similarly, the</p>

rerouting of bus services means nothing to visitors but inconveniences residents, especially the majority who are unaccustomed to planning their journeys far enough in advance to book the proffered taxi service.

There are already too many visitors to the city in August, something only encouraged by the Council's willingness to grant planning permission to any project which includes a new hotel. The Festivals Unit determinedly launches new festivals attracting further interest groups to the overcrowded pavements.

Every year the advertising for all these events spreads further and further along our roads, across parks, around lampposts and railings like a loud fungus, ugly and impossible to ignore. I call it the uglification of Edinburgh, which becomes little more than a giant billboard. The Meadows is horrible during the Festival. The Festival season has become all about the money – money from advertising, money from box office, money from venue inspections. It is an increasingly professional event which only those with considerable reserves can afford to participate in, either as performers or as spectators. Increasingly it draws audiences interested not in the arts but in famous names familiar from television. Well, the nature of things is bound to change; but this adds further to the congestion of the city.

I understand a survey has shown that more Edinburgh residents are now attending events, and perhaps the domination of familiar faces is why. While it will no doubt be argued that their attendance justifies the increasing closure of roads and services as being of local benefit, they are another element straining the capacity of the streets. Personally I go to less and less each year as the streets get busier and busier.

I understand that the Council is encouraging events to move to the suburbs instead of the city centre. Few performers will want to be far from the madding crowd; and do residents really want the Ladyboys of Bangkok in their back yard? In my view this will only spread the inconvenience of the Festival to residents' homes. And then the risk is that a city-wide Festival becomes even more unwieldy and pervasive.

There are too many visitors. There is an observable moment every August when the famously helpful drivers of Lothian Buses start to crack under the strain of ignorant passengers and death-defying pedestrians. I'm sure the same is true of other occupations. As a cyclist I find it increasingly dangerous to ride into town in the summer months because of overflowing pavements forcing me further into the path of cars or other pedestrians.

	<p>My own preference would be for <i>less</i> of the city's streets to be made over to the hoards, not more. Restrict advertising to the city centre where the events take place, not the lampposts and railings of my local park, a place of peace and nature.</p> <p>Furthermore, I would like a year off. Every few years Glastonbury does not hold its rock festival, to give the land a chance to recover. The same approach would be most welcome here. At the very least its absence might remind us all of the benefits of the Festival; at best it might remind us of what the overcrowded Festival obscures on the summertime streets.</p> <p>I hope this feedback is useful. If any of it requires explanation or expansion, let me know, although I know I have gone on long enough!</p>
Local Business Candlemaker Row	<p>Great idea, rubbish execution. If you close a street off, a sign is not going to stop vehicle drivers going up and down the street. I sent several emails to yourselves about traffic going up and down the street at all times of the day. An occasional wee man with a clip board is not enough especially as most would probably just have been following the bus or prison transport in front of them not even knowing the street was closed.</p> <p>As I said, great idea, poor execution.</p>
Resident	<p>My brother who has Down's syndrome and Alzheimer disease and his wife who has learning difficulties and is registered blind found it extremely upsetting. Their reasons were in relation to my brother was that the bus that picks him up was re-routed you go to the back of the complex he lives in in the high st. He was unable to maintain his independence due to his illness and had to have support to get on and off at the appropriate place. As it was only for a few weeks it was a struggle for family members getting in and out of town to cover this period for him. My sister in law gets picked up by a carer and travels on public transport as the bus wasn't available the walk up to the bridges was quite traumatic for her as she doesn't see well. At the end of her sessions the carers had to leave the other clients at Hunter square and quickly take her to the complex as she is unable to be out without support. I understand why it was tried however every year for the last 10 years the amount of footfall has resulted on occasions where they could not get access to or from their close and their life was curtailed during this time.</p>
Resident	<p>Further to the request for feedback on the Summertime Streets, my experience was limited to Candlemaker Row.</p>

	<p>I found this road to be much better to use than usual - much less parking, and much more room for pedestrians.</p> <p>Commuting by bike along this section was smoother and with fewer conflicts with drivers.</p>
<p>Resident</p>	<p>It is just a genuine offer, hopefully taken in good faith and for the betterment of Edinburgh.</p> <p><u>This year's traffic management of the roads in and about the city centre during our Festival were farcical and ill-advised by someone who obviously has no experience in traffic flow management nor the consequences of such alterations.</u></p> <p>Some of the decisions taken were beyond belief and accomplished nothing other than grid lock and lateness for events for patron's and frustration for others. (not opinion but fact)</p> <p>I offer my services as a 30 year Taxi Driver veteran and a person that knows all too well the problems and consequences of "adjustable traffic management" in Edinburgh during our busy times. I fully understand the reasons why traffic management was implemented, I just do not understand why it was implemented so poorly or incompletely.</p> <p>Just a few simple measures could have been put in place to alleviate a lot of the problems if a modicum of local knowledge was used.</p> <p>There is no doubt that this year's festival was the worst traffic congestion on record, not just my view but the views of many, You may not be aware but many Edinburgh locals boycott and avoid the festival and anything to do with the city centre in August for this very reason, Although the festival was initially for the people of Edinburgh, this is no longer the case.</p> <p>I appreciate and understand the financial gains that the festival brings to Edinburgh, but it could be so much more for everyone that includes locals, that otherwise choose to boycott the festival and city centre during August. (not an opinion, but a fact)</p> <p>I am not suggesting motorway speeds along Princes Street, just some common sense road management that is easy to implement by someone in the know.</p>

	<p>My 30 year's experience does give me an unique perspective and an unparalleled understanding of Edinburgh and its traffic management problems.</p> <p>Suffice to say that this year's traffic fiasco does our City no good what so ever, whether tourist or local or someone going about their daily business.</p>
Resident	<p>Your circular letter notifying residents of these operations said you were keen to receive comments on our experience of them. What follows are comments on my experience of the measures on the High Street between the Bridges and the junction with Jeffrey Street and St Mary's Street (I live off the Canongate). I am afraid this is going to be a lengthy email but I feel that is necessary to make clear how far the measures failed to meet the stated aim of making the streets easier and safer to walk around but rather grossly inconvenienced residents and introduced new risks and dangers for them and visitors.</p> <p>Notices on the barriers on the east side of the Bridges said "We're keeping this street car free and safe for you to enjoy this summer". In fact all that was car free at this point was a stretch of about 8 metres between the Bridges and Niddry Street. It might have appeared to the unwary pedestrian that the stretch east of that was also car-free but there was still vehicle access to the High Street from Blackfriars Street and egress down Niddry Street. So the risk of conflict between pedestrians and vehicles in this stretch was increased. Also, on several occasions I saw drivers come up Blackfriars Street, assume they had arrived in a dead end, do a U-turn and head back down Blackfriars Street (the wrong way down a one way street) - another source of danger. Also, in passing, one windy day I saw one of the barriers on the Bridges blown across the carriage way and it was only a matter of luck that it didn't hit a vehicle or pedestrian.</p> <p>The carriageway in the 100 metres or so of the east end of the High Street that was traffic free was so badly pot-holed that anyone walking on it risked a twisted ankle and, sensibly, most people stuck to the pavements. The pot holes were finally crudely filled in on 26 August - just at the end of the festival! A few street performers took advantage of this closure but generally they attracted little in the way of audiences.</p> <p>The measures on this part of the High Street led to the re-routing of the 35 bus. This was inconvenient for all local residents and particularly galling for those in the Canongate which continued to be plagued by tour buses, often nose to tail, seldom more than half full and often virtually empty.</p> <p>The passage in your circular letter about local bus services spoke about the availability of a dial-a-taxi service "If you live in Croft-an-Righ, the Canongate area and closes, the High Street area and closes or</p>

	<p>Dumbiedykes, and you are not able to walk to a nearby stop on Jeffrey Street, St Mary's Street, or South Bridge". The only bus running along St Mary's Street and Jeffrey Street is the 6. Residents of Dumbiedykes didn't need to go to those streets to access it as it continued to run along Holyrood Road. And by no stretch of the imagination can South Bridge be regarded as "nearby" Croft an Righ - even for someone young and fit.</p> <p>I pick on these points as they seem to me to illustrate the lack of understanding of local conditions underlying these measures generally.</p>
National Libraries for Scotland	<p>Now the Festival has ended I thought it would be worthwhile to summarise the effect of the summertimestreets project on the Library staff and to suggest a number of areas where the operation of this could be improved for future years.</p> <p>The overall effect was that there was widespread disruption to staff in our Lawnmarket and Johnstone Terrace offices. The noise from amplified buskers was such that we had to contact Police Scotland many times, meetings have had to be cut short and staff members have had to seek alternate places to work. A staff member was also knocked off their bike by a participant in a silent disco. At times there was dangerous overcrowding on the pavements. The only management of this was by the buskers themselves.</p> <p>While we support the festival and use our main buildings as a festival venue there are a number of areas that need to be improved for future years;</p> <ol style="list-style-type: none"> (1) A number of signs need to be erected informing buskers that amplification is not allowed. Just one sign was installed at Lawnmarket – and this was in the second week of the festival. There need to be many more of these including on Victoria Street. (2) Proper marshalling needs to be put in place. During August a number of guards/security officers were in place permanently guarding the access to Lawnmarket and Victoria Street. However, they did not involve themselves with marshalling the busking activity – they focused on access. By contrast, just 100 yards away on the Royal Mile there is an organised attempt at street marshalling – with staff agreeing play rotas with the buskers and enforcing the non-amplification rule.
Visitor	<p>I am a local Councillor in my home area but was enjoying a few days at your amazing festival but the taxi drivers are complaining about the difficulties of negotiating the High Street and the difficulties they have getting the elderly to the Tattoo. I suggested they might like to talk to you about these two issues but they</p>

	say they can't get through. So - i would be interested to see how you are coping with this? Winchester want to do summer streets too!
Resident	Inability to access the taxi service and difficulties for visiting friends to get to her house.
GRASS	<p>GRASS has been corresponding with Joanna about various issues relating to the Festival and the summer street closures and she suggested that we should send you a summary of our experience of the Festival this year. I shall try to keep it short and not go over old ground. Our response is based on discussions we had at our August GRASS meeting and comments we have had from other local residents. Wendy Hebard is separately sending you our responses to the recent consultations on the longer-term proposals for the City Centre Transformation project and the Meadows-George Street corridor. We also responded to the Low Emissions Zones consultation on line.</p> <p>You should know that the measures taken this year to cope with the increasing numbers of people in the Old Town during the Festival have led to local residents feeling shut out and that the Council cares only for tourists and their welfare. It has been very difficult for residents to go about their normal lives during the past few weeks and indeed to enjoy the Festival too. We hope that by expressing our views and telling you of our experiences, you will listen and support a very different approach to traffic management both during the Festival and in the future generally.</p> <p>Regarding the Summertime Streets closures and diversions, our experience is that these initiatives are confusing and sometimes conflicting. Residents are confused as to what streets are closing when and for what reason. The street closures have resulted in a log jam for much of the day from the West Port to the Cowgate with traffic at a standstill or moving very slowly. This also applies to Lauriston Place.</p> <p>The regularity of bus services both within the city and to other destinations has been severely affected by the various closures and diversions in the city centre, eg buses to Peebles are now taking half an hour between the bus station and the South Bridge/Chambers Street. The decision to reroute the 35 has resulted in many residents in the Old Town being severely inconvenienced and the taxi telephone service only operates during working hours. There are inadequate services taking people out of the centre after theatres etc come out with buses being full of Festival goers and therefore failing to stop.</p>

The closure of the Cowgate is too early at 7pm. With the closure of Chambers Street from early afternoon for Tattoo coaches, access for residents is already restricted. One resident who lives within the cordoned off area had to wait ten minutes to be allowed to enter with the police officer on duty remarking that he thought that all residents would be at home by 7pm. It was a small incident but telling of the perception that the few residents left in the Old Town are elderly and infirm or prepared to accept a curfew from 7pm.

The proliferation of tourist buses is very marked this year with the advent of 'bus wars' between Lothian and Bright Buses (owned by First Bus). I recently counted six of these, half empty, buses going up or down the West Port in the space of five minutes. Operators stop their buses at public bus stops and tout for business, resulting in further delays for public bus services. Encouraging tourist buses at a time when Edinburgh is considering anti-pollution measures is a sign of the lack of joined up thinking within the Council. Would it not be possible as a minimum to declare a moratorium on any new operators, ticket sales hubs and increases in bus fleets?

Street closures like Victoria Street were promised to be for public safety and comfort. In practice they have been taken over by Fringe street performers and amplified music buskers. Local pubs encourage this as a way of entertaining their customers in outdoor spaces which encroach ever more on the pavements. The Lawnmarket has become a performance space with audiences sitting on the steps beside the roadway thus impeding anyone trying to cross the street. Barriers at the top of the Lawnmarket and parking restrictions have also hindered people wishing to attend church. Residents' Parking in Victoria Street is suspended every day from 10.30am to 6.30pm with no compensation to those who have paid for their permits. How can residents be expected to move their cars every day for more than a month and battle to find a space in other streets, which are also subject to Festival restrictions?

Although not part of the Summertime Streets project, every year for three and a half weeks the Council passes over the control of access to King's Stables Road to the Tattoo organisation from 1pm until after midnight for their own staff use and for Tattoo buses to the exclusion of Residents' Permit and Blue Badge holders. This causes great inconvenience and some distress to those with disabilities. It is quite frankly outrageous. The Council needs to think again before repeating this arrangement.

The Fringe has grown by a fifth in the last five years and aspires to further growth in the future. Its management lies behind many of the problems encountered in the Old Town. Are record numbers'

	<p>sustainable when they drive the short term lets market and privatise public spaces? Given that the Council is a major funder of the Festival can it do nothing to address the disruption that the Fringe causes?</p> <p>The Tattoo is as noisy as ever. GRASS has been in touch with the organisers over many years about the noise of the fireworks, the low flying jet plane, parking restrictions and late running of performances etc to no avail. Meetings result in nothing other than PR about how the Tattoo benefits the city and how the now-nightly fireworks display is the highlight of the show. They also reassure us that they have all the permits and licences required by the Council. We should like to tackle these issues from the Council's perspective but have failed to identify any official who is responsible for vetting the Tattoo. Can anyone help?</p> <p>Our collective heart sank on learning that the Castle is now hosting a Festival of Light on four nights a week for five weeks in the run-up to Christmas between 5pm-10pm. We have had no notification of this. Historic Environment Scotland claims that this is not just for tourists but for Edinburgh residents who have not visited the Castle recently. At £20 a ticket this 'initiative' will be well beyond the pockets of many residents. Having to endure the Tattoo for three and a half weeks is it acceptable that residents should have another five weeks inflicted on them?</p> <p>We appreciate the support that you have given towards recognising that there are still residents living in the Old Town. Is there any way in which you can encourage your fellow Councillors to understand what is happening and think more carefully before voting for yet another tourism initiative.</p> <p>We should like to be involved in any consultation after this Festival and in particular any review of the Transformation project and the Summertime Streets closures.</p>
Resident	<p>This town needs good architects, designers and contractors. It's in a fine old mess. In my opinion this town needs. Good Draughtsmen, Good Architects, Good Contractors and Great Designers. Do you have any</p>
Edinburgh University	<p>I've now had feedback from all areas we thought could have experienced any impact throughout the Summertime streets operation and it has been confirmed this caused no negative impact to major UoE operations:</p> <p>Security Operations: No impact reported by officers carrying out Security operations Parking: No impact reported by users of University parking facilities</p>

	<p>Waste Management: No impact reported by internal waste management team or external waste contractors</p> <p>Festival Operations: No impact reported</p> <p>Accommodation</p> <p>Catering & Events: No impact reported</p> <p>Travel and Transport: Comments from Emma Crowther, our Travel and Transport Manager:</p> <ul style="list-style-type: none"> • There was a clear health and safety benefit in allocating more space for pedestrian activity but my observation was that the addition of the temporary pelican crossing outside The Pleasance made a big difference to the safety of the route between there and George Square. • The diversion of Lothian Bus Service 35 to Regent Terrace and North Bridge was a dis-benefit to the accessibility of the lower section of the Royal Mile and the University's Holyrood Campus and postgraduate accommodation.
Local Business Cockburn Street	<p>I would like to state that our business suffered (down 30%) when the street was pedestrianised and we had great difficulty in getting stock into the premises and waste uplifted.</p> <p>I would not support a permanent pedestrianisation of the street.</p>
Old Town Community Council	<p>A number of observations of road closures and restricted vehicle access not being adhered to.</p> <p>1. Very Bad advance positive Publicity.</p> <p>2. The allowing of Busking was a big issue as it firstly defeated the principle of freeing up the Streets for People movement it also caused large groups of Tourists to congregate on the Road and outside retail premises which detracted from the potential retail sales and increase if people were walking and viewing shops .</p> <p>3. The Entrances to the Streets appeared like it was a war Zone it should have been large Arches detailed in Name of the Street and in a Welcoming form of artwork.</p>
Edinburgh Military Tattoo	<p>When our TTRO came into effect we discovered there was a 30-minute (+) overlap between Summertime Streets relinquishing control and the Tattoo taking over control of the Lawnmarket. This was resolved relatively easily but could have been avoided earlier in the planning and stakeholder engagement.</p> <p>The main issue(s) was the positioning of barriers at both ends:</p>

	<p>George IV: As this is one of the main points of access for performer coaches, we require sufficient room for coaches to turn safely into the Lawnmarket. The positioning of the additional barriers required them to be moved every evening and to be re-positioned at the end of each performance. The 'containers' in which the posts were placed were heavy and required careful movement. We also encountered a couple of occasions where Summertime Streets organisers were unhappy with our re-positioning of the barriers. While minor this could have been avoided by early engagement between parties.</p> <p>Hub Roundabout: There was, in our view (and shared by most parties), too much 'furniture' (i.e. posts, barriers etc.) at the Hub end of The Lawnmarket. It impacted significantly crowd movement and, indeed, safety. There were instances where pedestrians ascending Milne's Court from Mound Place could not exit onto The Lawnmarket due to the volume of pedestrians already there. Some of this was alleviated following a reduction and repositioning of barriers in the vicinity of The Hub allowing freer flow of pedestrians.</p>
Local Business High Street	<p>I appreciate the safety of visitors and people living in the Old Town is paramount and unfortunately the measures this year exacerbated this issue. We had large groups of people funnelled along the already narrow pavements and penned in by barriers which for the festival in particular brought flow to a virtual standstill as some people stopped to watch the acts in the blocked off roadway. This made absolutely no sense in that these "acts" had a massive amount of space with little or no audience comparatively (as they were on the footway) and other people trying to go about there daily business essentially caught in a gridlock.</p> <p>Another major issue with the barriers positioning all the way down The Lawnmarket is that it completely stopped people being able to cross the road. This had a significant impact on our business and indeed dramatically effected our sales when compared to 2018 with customers unwilling to walk back up the hill along the congested narrow footway. In relation to this we had had our doorways blocked at various times during the day with queues of people being herded down along barriers on both sides.</p> <p>Generally trying to push volumes of people through these narrow passages could potentially cause crushing and if someone were to fall heaven forbid something more serious.</p>

<p>Resident</p>	<p>The main issues we had were as follows:</p> <ul style="list-style-type: none"> • Closing access to Cockburn Street for over a month caused us an extraordinary amount of inconvenience and we can only come to the conclusion that the Council consider that Old Town residents live in some kind of parallel universe where we don't require access to our home for a month. We had to park in Jeffrey Street a number of times and carry our belongings from their to our home. Getting anything delivered was impossible. Further, how did the Council consider that two concrete bollards and straps were the most elegant solution to act as a roadblock in a World Heritage Site? • The narrow streets in the Old Town are not capable of handling these tour buses in addition to what is already a congested environment. The size of these vehicles is completely inappropriate, damaging the road fabric/roads in the Old Town and causing significant noise and air pollution. Rather than the Council curtailing these activities, we note there appears to be a new company now operating around the Old Town with seemingly more buses than anyone else. • How many buses and taxis is it possible to fit onto Waverley Bridge? Why do they all seem to sit with their engines idling? The summer period can only be described as chaos with lines of airport buses, Old Town tour buses, ghost tour buses and tour party buses. In addition the increased competition between the companies is becoming a nuisance. • Princes Street during August has been a terrifying experience for a cyclist (rather than the usual scary experience). The street is essentially a very long bus station and cycling is surrounded on every side by 12 tonne buses is not for the faint hearted. Further, who thought the 6 wheeled monsters operated by Lothian Buses on the road were a good idea? • The Old Town is filthy with overflowing bins and the smell of urine. Fleshmarket Close is a civic embarrassment given it is a gateway between Waverley Station and the Old Town. • When will Cockburn Street get recycling facilities? The nearest bin is at the foot of Blair Street (but this has no paper recycling).
<p>Resident</p>	<p>Your Summertime Streets closures have made life absolutely miserable for residents of the old town. And it's not as if there aren't enough unwelcome disruptions undertaken without consultation with this community.</p> <p>Far from improving congestion and making things "safer", it's made the crowding far worse than in previous years.</p>

	<p>Tourism-overload is absolutely destroying our community. There is nothing worse for mental health than to feel disregarded and unwelcome in your own space.</p> <p>Also, if you think you are reducing traffic congestion by closing streets, think again. You are simply moving the problem to another street. Causing a different type of misery for other residents in Edinburgh.</p> <p>You need to think more creatively with regards to the problem of overtourism in Edinburgh. Take the pressure off the centre by moving events to other parts of town. You simply cannot keep taking from the Old Town residents without expecting us to take direct action.</p>
Resident	<p>While as a long term resident, I welcomed some of the street closures, their benefits in terms of the public's right to walk or Old Town residents ability to go about their everyday lives were undermined by the following:</p> <ul style="list-style-type: none"> • Cars choosing to ignore the ban in the Cowgate. • The take-over of pedestrian spaces e.g. Victoria Street and the Lawnmarket by buskers and fringe performers. • The closure of King Stables Road going in to Princes Street Gardens. • The re-routing of the 35 bus route. Action should have been taken immediately on this buses' general inability to cope with crowds especially coming out of evening performances. • The large number of half-empty hop on, hop off buses which added to traffic congestion and pollution. <p>In the short and long term it is essential to maintain at least one bus service running both east-west and north-south through the city centre. A city centre hopper bus is an excellent idea but it needs to be regularly timed to be of use. It should be free to residents but significantly expensive to deter it from being swamped by tourists. When looking at initiatives such as e-trikes, the demographics of the Old Town should be borne in mind.</p> <p>There is a need for more joined up thinking to tackle wider issues associated with over tourism especially during the festival, and success should not only be measured by ticket sales. The licensing of large walking groups, silent discos and other pavement blocking hazards seems lax and approval for new hotels and restaurants takes little account of delivery requirements for both people and goods.</p>
Resident	<p>As a long-term resident, I was appalled by the following:</p> <ul style="list-style-type: none"> • Residents have been deprived of our regular number 35 bus service on the Canongate/High Street – while it is galling at the same time to have to watch open topped, double-decker tour buses ply

	<p>their trade. Ditto the large tour/holiday coaches. Everything is geared to tourists/transients, the Fringe and the Festival, not forgetting the increasing stream of short term holiday lets generated by Air BnB.</p> <ul style="list-style-type: none">• The High Street has become an even bigger, extended tourist area leading to traffic gridlock in the city, particularly at the junction of Jeffrey Street and St Mary's Street. Road works didn't help this situation.• The instructions for the dial a bus service were not clear if this was free or paid for.• The service number 6 is pathetic, running every half hour and going off at around 5pm. There is no service on the evenings or on Sundays.• The increasing number of shows needs to be controlled to maintain a healthy balance between tourists, businesses and residents.• Local businesses in closed off areas are complaining about being quieter than usual this year, with estimates of 30% downturn given. <p>Next year it is suggested that the Number 35 bus is kept operational and that the High Street is not closed from the Bridges to Jeffrey Street.</p>
--	--

Transport and Environment Committee

10am, Thursday 5 December 2019

Electric Vehicle Programme: Enforcement and Tariffs— referral from the Finance and Resources Committee

Executive/routine
Wards
Council Commitments

1. For Decision/Action

- 1.1 The Transport and Environment Committee is asked to note this report.

Laurence Rockey

Head of Strategy and Communications

Contact: Martin Scott, Committee Services

Email: martin.scott@edinburgh.gov.uk | Tel: 0131 529 4237

Referral Report

Electric Vehicle Programme: Enforcement and Tariffs – referral from the Finance and Resources Committee

2. Terms of Referral

- 2.1 On 10 October 2019 the Finance and Resources Committee considered a report by the Executive Director of Place. The report set out both a proposed enforcement regime and the tariffs to be applied to both on- and off-street EV charging hubs.
- 2.2 The Finance and Resources Committee agreed:
- 2.2.1 To approve the enforcement and charging regime for the on-street electric vehicle programme and to note that this regime will also be applied to all Council off street sites.
 - 2.2.2 To agree that the review after 6 months would consider continuous penalties and include further information on whether the EV Programme could pay for itself in a way that was weighted more on the per KW hour charge and less on the connection charge.
 - 2.2.3 To refer the report to the Transport and Environment Committee for noting.

3. Background Reading/ External References

- 3.1 Minute of the Finance and Resources Committee of 10 October 2019.
- 3.2 [Finance and Resources Committee – 10 October 2019 - Webcast](#)

4. Appendices

Appendix 1 – report by the Executive Director of Place

Finance and Resources Committee

10.00am, Thursday, 10 October 2019

Electric Vehicle Programme: Enforcement and Tariffs

Executive/routine	Executive
Wards	All
Council Commitments	C18

1. Recommendations

- 1.1 Committee is asked to approve the enforcement and charging regime for the on-street electric vehicle programme and to note that this regime will also be applied to all Council off street sites.

Paul Lawrence

Executive Director of Place

Contact: Janice Pauwels, Sustainable Development Manager

E-mail: janice.pauwels@edinburgh.gov.uk | Tel: 0131 469 3804

Electric Vehicle Programme: Tariffs and Enforcement

2. Executive Summary

- 2.1 A new enforcement and charging regime is needed for the use of on-street electric vehicle (EV) charging to ensure appropriate use of charging bays. Based on existing parking enforcement measures, a new regime has been developed and is detailed in the report along with proposed financial charges to apply to users of the EV charging network. Consideration is being given to the application of this new regime to existing off street electric vehicle charging where appropriate. Connection charges are also recommended to enable the programme to become self financing.

3. Background

- 3.1 The Council approved a Business Case for on-street electric vehicle (EV) chargers in [October 2018](#). This was followed by an implementation plan approved in [March 2019](#) for the installation of a mix of 66 fast and rapid EV chargers in 14 hubs across the city, providing access for EV users, primarily residents, with no off street parking.
- 3.2 The March report indicated that because the EV hubs would be operational 24 hours per day, an enforcement regime would be needed to ensure the proper use of the EV bays. In addition, the report highlighted that financial charges would also be needed but that further work would be required to assess the financial impact of these on the Business Case.
- 3.3 This report sets out both a proposed enforcement regime and the tariffs to be applied to both on- and off-street EV charging hubs.

4. Main report

- 4.1 Current work on the Council's plans for on-street EV charging is focussed on procuring a suitable contractor for the installation of the infrastructure. Once operational, this needs to be supported by robust policies and procedures to ensure appropriate controls are in place. A key outcome of the EV programme is that it becomes self-financing to cover future resourcing and maintenance costs.

Enforcement

- 4.2 The EV charging hubs will be operational 24 hours per day and will not be designated as parking bays but strictly for the charging of EVs. It will be important that EV users have confidence that bays will be used correctly and only by electric vehicles. Consequently a new enforcement policy has been developed by the Sustainability and Parking teams and is based on current parking enforcement practices.
- 4.3 Appendix 1 details the proposed enforcement regime. A key element will be the enforcement of exclusivity which will be carried out by the Council's traffic attendants who will ensure that only EV's will be able to use the charging bays. Under the new regime, any non-electric vehicle parking in an EV bay will incur an immediate fixed penalty notice and any EV occupying a charging bay but not charging will also incur a fixed penalty. Parking Attendants will know the locations of all hubs and be able to monitor their use.
- 4.4 ChargePlace Scotland (CPS) is the current contractor appointed by Transport Scotland to provide a "back office" function including management of all software and administrative functions that enable reporting of faults, collection of payment and collation of data. CPS has confirmed that they will be able to support the Council's enforcement policy by being able to monitor both maximum stay and no return periods. Upon nearing a maximum stay the driver will be alerted (by text or email) that they have 10 minutes of time left after which a fixed penalty will be applied directly to the drivers CPS account. The charges will be recovered to the Council via a recharge arrangement with CPS.
- 4.5 Table 1 below details the enforcement role of the Traffic Attendants and Charge Place Scotland along with the penalties that will be applied.

ROLE	ENFORCEMENT RESPONSIBILITY	PENALTY
Council Traffic Attendants	Ensuring that only EVs are using charging bays.	£60.00 fixed penalty reduced to £30 if paid within 14 days. If paid after 28 days the fine increases to £90.
Council Traffic Attendants	Checking that EVs are actually plugged into charging bays and not just using a bay for parking.	SAME penalty as above.
Charge Place Scotland	Responsible for monitoring the maximum stay period	A £30.00 charge for overstaying the maximum stay period (after a 10 min period of grace)

Table 1: Summary of Enforcement Roles and Penalties

- 4.6 New maximum stay and no return periods will also be introduced to ensure that charging bays are available as much as possible. Penalties will be applied to any

EV user who stays in the charging bay past the maximum stay period. Table 2 below summarises the proposed new procedures.

Charger Type	Main User(s)	Max Stay	No Return Period
Slow (7kW)	Commuters/Visitors	10 hrs	N/A (Note: Ingliston Park and Ride no access between 02:00 – 04:00am)
Fast (22kW)	Residents	3 hrs	4 hrs
Rapid (50kW)	Taxi/Private Hire and General Use	30 mins	4 hrs

Table 2: Proposed Maximum Stay and No Return Periods by Charger Type

- 4.7 Different criteria will be applied to different EV chargers. For example long maximum stays (10 hours) will apply to slow chargers such as those at the park and ride sites as these take around 8 hours to fully charge. This potentially allows two cars to charge within a 24 hour period if required. In contrast, the much shorter maximum stay periods are applied to rapid chargers, where these vehicles can take around 30 minutes for a charge enabling a more “topping -up” approach. Quicker turn-around times here can ensure maximum use of these charging bays throughout the day.
- 4.8 Other elements of the enforcement regime include the need for Traffic Regulation Orders (TROs) allowing the Council to designate part of the carriageway for use by a certain group of vehicles. TROs support the enforcement of issuing penalty notices to those who park in contravention of the regulations.

Connection Charges and Tariffs

- 4.9 Currently EV users have been able to charge their vehicles for free even although the use of these charges incurs a number of fixed and variable costs. This has been a policy decision by Scottish Government to encourage the uptake of this technology to support targets for the reduction of carbon emissions and combat climate change. It has also been a condition of the grants from Transport Scotland to make charging sites free and publicly accessible. To date the costs have been small and councils in Scotland have been able to absorb these.
- 4.10 However as more EV charging units are being installed it is not feasible to continue to provide free electricity especially also as energy costs continually increase. Transport Scotland has proposed criteria for local authorities to introduce tariffs for publicly accessible charging infrastructure and recommended that a per kilowatt hour (KWh) charge is preferable and that this should not exceed 20p/KWh.
- 4.11 There are also other costs in addition to the cost of the electricity. This includes resourcing of the programme, maintenance costs to support the network and deal with repairs and upgrades, and costs for a back-office function including fault reporting, usage data and charging information. The Business Case [report](#) in October 2018 proposed a standard tariff to cover the cost of electricity and also a

number of connection charges (varying with charger type) to cover other associated costs. These original costs are detailed in Table 3 below.

Charger Type	Per kWh charge (£)	Connection fee
Slow (7kW) (P&R)	0.20p	£2.00
Fast (22kW)	0.20p	0.30p
Rapid (50kW)	0.20p	£1.00

Table 3: Tariff and Connection Charges Proposed in Original EV Business Case

- 4.12 During consultation, feedback from EVAS¹ suggested that a tariff for rapid chargers might be a pence *per minute* rather than per KW. They and taxi associations also suggested that connection charges might act as a deterrent to users. It was felt important to take the views of users into account and to assess the impact of changing the tariff for rapid chargers and removing the connection charges.
- 4.13 Consequently, the Energy Savings Trust (EST) was asked to carry out further investigations and run a number of scenarios on the financial modelling. The outcomes of these are seen in Appendix 2. The modelling demonstrated that a charge per KWh was the most appropriate and practical charge. However the modelling showed that the removal of the connection charges would have a detrimental impact on the revenue stream such that the project would not be financially viable. This impact is seen in Figure 2 of the Appendix showing the scheme running at nearly a £0.1m loss per annum with the removal of the connection charges.
- 4.14 The concept of connection charges as a deterrent is understood. However even with the application of these, the costs associated with EV charging will be far cheaper at around 9-12p per mile in comparison to a non EV car having to use petrol or diesel fuels at a cost of 15-16p per mile. The Energy Savings Trust also modelled costs for the KWh and the connection charges. Based on average charging sessions, the costs to an EV user for the different types of chargers was as follows:
- 4.14.1 For a rapid charge (11kWh of charge at 30 minutes) £3.22
 - 4.14.2 For a fast charge (9.8 KWh of charge at 3 hours) £2.26
 - 4.14.3 For a slow charge (9.6KWh of charge at 8 hours) £3.92.
- 4.15 Currently, there is no standardisation of charging tariffs across Scotland. The Council is aware of a few other local authorities that have introduced charging but these are very variable. For example, Moray Council is charging a flat fee of £3.80

¹ EVAS: The Electric Vehicle Association of Scotland

for each charging session irrespective of charge type while Orkney and Dumfries and Galloway Councils are charging 25p per kWh as a flat rate. The Council is also aware of a private developer in Edinburgh proposing to charge a flat rate of £10 *per hour* irrespective of the type of charger or how long the charging time.

- 4.16 Consequently, the original tariffs as seen in Table 3 and developed by the Energy Savings Trust (EST) are proposed for the Edinburgh on-street EV programme. In developing these charges EST was asked to look at other council charges, ongoing costs, usage levels, guidance from Transport Scotland and the use of restriction times. All of these factors have been considered in the proposed tariffs and assessed to maximise the potential revenue to the Council. The proposed charges are considered affordable and striking a balance between cost and time limits as well as generating revenue. They will on average be much cheaper than current petrol or diesel charges. As shown in Figure 1 (Appendix 2) these rates will also generate a reasonable level of revenue (nearly £0.09m) per annum that will allow the Council to cover maintenance costs and upgrades to the network. Any surplus that might be generated will be reinvested back into future expansion of the network.
- 4.17 The introduction of EV charging is a new policy area for many councils. Therefore it is important that these procedures and charges are kept under review to assess any adverse impacts. There are two variables that the Council can change if necessary – the pence per kWh charge and the connection charge. The first review will be six months from the date of approval and then a further review six months later. Any proposed changes to financial charging and tariffs will be reported back to Committee for approval.
- 4.18 The Council also has a number of off street sites including those at community centres and leisure facilities. It is proposed that the Council takes on the management of these including the ongoing maintenance. Therefore the new charging and enforcement regime detailed in this report will also need to apply to all Council off street locations.

5. Next Steps

- 5.1 The new enforcement and charging regime will be incorporated into the procurement specification for the on-street EV programme. For the off street sites notice will need to be given to EV users that new charging and enforcement procedures will be coming into operation. It is recommended that a period of 4 weeks' notice is given from the date of Committee approval if given.

6. Financial impact

- 6.1 The installation of new on-street EV charging requires new enforcement procedures along with the introduction of financial charges to cover costs and ongoing

maintenance and back office functions. A flat connection charge is proposed which will vary dependent on the type of charger.

- 6.2 These costs are detailed in the report and as detailed in paragraphs 4.14-4.16 will generate a level of revenue of over £0.09m per annum.

7. Stakeholder/Community Impact

- 7.1 Consultation has already been carried out on the EV Business Case. Organisations such as EVAS had already been consulted with in the development of the tariffs and proposed enforcement procedures. While their view was that introducing fees such as connection charge might be a deterrent, they have accepted that charges will be introduced by local authorities.
- 7.2 The delivery of EV on street charging will have a range of benefits particularly on carbon reduction and air quality. Compared to conventional cars, EVs emit substantially less carbon emissions thus contributing positively to the Council SEAP and carbon targets. The vehicles are also cleaner with far less exhaust emissions so delivering direct air quality improvements.

8. Background reading/external references

- 8.1 4 October 2018 [Report](#) for Transport and Environment Committee: EV Business Case
- 8.2 5 March 2019 [Report](#) for Transport and Environment Committee: EV Implementation Plan

9. Appendices

- 9.1 Appendix 1 - Electric Vehicles Enforcement and Charging Regime
- 9.2 Appendix 2 - Financial Scenarios Run by the Energy Savings Trust

Introduction

The Council is pursuing the installation of on-street electric vehicle (EV) charging places. The first phase proposes the installation of a mix of 66 rapid and fast charging bays in 14 hub locations operating 24 hours a day, seven days a week. In addition there is also existing off-street EV charging across a number of locations in the city. Currently any charging using the existing sites has been free with no payment needed for the electricity used. Transport Scotland has acknowledged that local authorities will need to introduce financial tariffs as the market in EVs matures and more vehicles are registered.

To support the ongoing programme of work a new enforcement regime is needed that will apply *where appropriate* to **both** on and off-street charging. Using similar approaches to parking restrictions and penalties, this document sets out new procedures and charges for EVs to ensure appropriate use and turnover of charging bay.

Enforcement Requirements

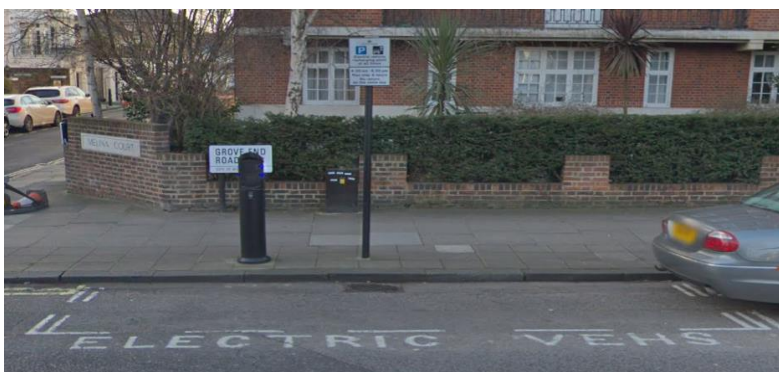
1. Exclusivity

There will be no parking costs associated with using the charging bays. However, the charging bays are not intended to provide unrestricted parking within Controlled Parking Zones (CPZ). **Only EVs will be permitted to use charging bays and only when they are plugged in and charging.**

2. Road Markings and Traffic Regulation Orders

The introduction of the EV charging bays requires the promotion of a Traffic Regulation Order (TRO). This process allows the Council to designate part of the carriageway for use by a certain group and importantly for enforcement, allows the issuing of penalty tickets to those who park in contravention of the regulations.

To ensure the TRO is properly enforced, **each parking hub will require; bay markings, road legend(s) and appropriate signage.** An example is shown below:



Some considerations for the road markings include:

- New signs may need to be designed to indicate the relevant restrictions to motorists.
- New signs may add to street clutter, but efforts will be made to combine with necessary charging infrastructure or attaching to existing walls/fences.

3. Maximum Stay and No Return Periods

Maximum stay and no return periods will apply at EV charging places to provide for as high a turnover of vehicles as possible and to ensure EV drivers have access to suitable charging facilities when most needed. The use of maximum stay and overstay penalties will be important to ensure this accessibility. An example of a stay period restriction from the City of Westminster Council is shown below.



For Edinburgh the maximum stay and no return periods are detailed in Table 1 below. The intention is to maximise the use of the rapid chargers by only having a 30 minute stay period. On average this would still provide the EV with a good charge of 70-80% (on a near zero or low battery charge). Longer periods for slow chargers i.e park and ride sites could allow two cars to charge in a 24 hour period.

Charger Type	Main User(s)	Max Stay	No Return Period
Slow (7kW)	Commuters/Visitors	10 hrs	N/A (Ingliston no access between 02:00 – 04:00)
Fast (22kW)	Residents	3 hrs	4 hrs
Rapid (50kW)	Taxi/Private Hire and General Use	30 mins	4 hrs

Table 1: Proposed Maximum Stay and No Return Periods by Charger Type

For **residential zones** there will be **no** maximum stay applied for **fast chargers only** between the hours of 2200 and 0800 Monday to Sunday.

Maximum stay periods however **will** still be in force for **rapid chargers** to ensure maximum availability.

In some locations, both AC and DC Fast units will be introduced to cater for all EVs – as some vehicles require different charging infrastructure. However while charge times can vary, the longer max stay period **will** apply to all spaces to ensure a consistent approach at each charging place.

4. Back Office Function

Charge Place Scotland (CPS) is the current contractor appointed by Transport Scotland to provide a “back office function” for EVs nationally. This includes monitoring usage of chargers, dealing with faults, promoting free and/or available charging spaces and providing information on a monthly basis via CPS software to the Council. **CPS has agreed to provide an enforcement function for the Council by monitoring the length of time that each EV will stay in a charging space.** Upon nearing the maximum stay, the driver will be alerted that they have 10 minutes of time remaining (sent as a text/email) after which a fixed penalty will be applied if they don't comply with the maximum time restriction. This fixed penalty will be applied to the card holders account (all EV users need to register an account with Charge Place Scotland to use the bays).

The back office function also needs to automatically enforce the no return period, by recognising when a vehicle has completed a charge to prevent it from disconnecting and restarting to gain another charge period.

5. Penalty Tickets

It is proposed to use similar parking enforcement procedures for EVs such as the use of fixed penalty tickets.

Parking Attendants who observe a vehicle which is **not an EV** will issue an instant penalty ticket to that vehicle.

Parking Attendants who observe an EV waiting in the charging place that is **not plugged in or charging** will issue an instant penalty ticket to the vehicle.

Note: a charging cable cannot be removed from the vehicle unless the appropriate key card holder has stopped charging. Therefore, if a cable has been removed this may be due to vandalism. Similar to current procedure, a penalty ticket will still be issued, but if challenged and further evidence is received, the Council can review this.

Should an EV **not park considerably** within the bay markings or park between charging bays, which may prevent another EV using the place, then an instant penalty ticket will also be issued.

6. Removals

Electric vehicles will **only** be physically removed in the unlikely event of an emergency i.e. a gas/water leak or at the request of Police Scotland/Paramedics. Any connecting cables will be removed and the cost of replacement can be sought from the Council.

Out with the hours specified above, **EVs can park** for an unlimited period overnight and in some locations at weekends. This will reduce the enforcement burden and allow motorists to charge overnight without moving their vehicle. This will be kept under review especially if use increases and there is pressure on charging bays.

Summary of Enforcement Roles and Penalties

These are seen in Table 2 below:

ROLE	ENFORCEMENT RESPONSIBILITY	PENALTY
Council Traffic Attendants	Ensuring that only EVs are using charging bays.	£60.00 fixed penalty reduced to £30 if paid within 14 days. If paid after 28 days the fine increases to £90.
Council Traffic Attendants	Checking that EVs are actually plugged into charging bays and not just using a bay for parking.	SAME penalty as above.
Charge Place Scotland	Responsible for monitoring the maximum stay period	A £30.00 charge for overstaying the maximum stay period (after a 10 min period of grace)

Table 2: Summary of Enforcement Roles and Penalties

Financial Tariffs

The introduction of on street EV charging incurs a range of fixed and variable costs including the cost of the electricity consumed, service costs payable to Scottish Power, maintenance, resources and costs of the back-office function. In particular, the service costs or DUoS (Distribution use of service costs) payable to Scottish Power can be considerable for high energy demand infrastructure.

Transport Scotland has published advice on charging fees for local authorities with a recommended tariff not to exceed 20p per Kilowatt hour (KWh) of electricity. The Council EV Business Case proposed that charging would be necessary to create a self- financing programme going forward.

The charging costs are detailed in Table 3 below. The tariff cost per KWh covers the cost of the electricity, However connection charges are also proposed to cover all other associated costs. In terms of the financial viability of the programme going forward , it would not be viable to remove the connection charges without increasing the fee per KWh to offset the impact. The connection fees will vary according to the types of charger. For the slow chargers such as the park and ride sites where cars are liable to be sitting for over 7 hours a £2 connection fee is proposed. It is anticipated that users will not be paying this on a daily basis.

Charger Type	Per kWh charge (£)	Connection fee
Slow (7kW) (P&R)	0.20p	£2.00
Fast (22kW)	0.20p	£0.30

Rapid (50kW)	0.20p	£1.00
-----------------	-------	-------

Table 4: Proposed Charges and Tariffs

It is **not proposed** to charge motorists for **parking** time on top of connection fees and electricity costs.

Blue Badge Holders

The main aim of on-street EV charging places is to create a network of charging hubs around the city. Allowing blue badge users to park without time limit within the charging places may enable users to occupy such places indefinitely. This would restrict the turnover of spaces and charging opportunities for other users. Therefore, it is recommended that blue badge users are also subject to the maximum stay periods in EV charging places. Badge holders would still be expected to pay connection and electricity charges, as these are not related to parking costs.

Monitoring and Review

The introduction of EV charging is a new policy area for many councils. Therefore these procedures and charges will be kept under review to assess any adverse impacts. The first review will be six months from the date of approval and then a further review six months later. These will be reported to the EV Project Board. Any changes to financial charging and tariffs will be made through the appropriate Committee processes.

APPENDIX 2: Financial Scenarios run by Energy Savings Trust

Scenario 2A

Table 7 – Mixed Specification Hubs (50kW Rapid DC, 22kW Fast AC & 7kW Slow Park & Ride)

- Optimistic levels of use - 18 rapid sessions per charger, 6 fast sessions per charge point, 1 slow session per charge point (P&R), per 24hr period.
- 20p per kWh flat rate end user fee (all chargers).
- £1 connection charge all rapids, £0.30 fast and £2 slow (P&R).

Scenario	Hub Quantity	2020			2023																
		50kW DC	22kW DC (P&R 7kW)	Total Quantity (Charge Units)	Capital Costs	Annual OpEx	Use of System Costs (of which)	Annual Revenue	Annual Surplus	RoI (years)	Hub Quantity	50kW DC	22kW DC (P&R 7kW)	Total Quantity (Charge Units)	Capital Costs	Annual OpEx	Use of System Costs (of which)	Annual Revenue	Annual Surplus	RoI (years)	
Residents (Zone 2)	High	10 1	1 0	3 2	42	752,000	482,223	100,806	528,053	45,830	16	24	2	6	192	3,000,000	2,165,726	417,657	2,439,625	273,899	11
	Mid	8 1	1 0	3 3	35	617,000	399,475	83,395	436,301	36,826	17	13 1	2 2	6 5	111	1,742,500	1,253,922	241,982	1,413,216	159,294	11
	Low	8 1	1 0	3 2	34	606,000	389,743	81,479	426,402	36,659	17	9 1	2 2	6 4	78	1,235,000	883,550	170,721	996,713	113,163	11
Taxi, Private Hire & General Use	High	3 1	3 4	0 0	13	520,000	218,351	47,867	274,679	56,327	9	10	4	0	40	1,600,000	671,023	146,501	845,165	174,142	9
	Mid	1 3	3 2	0 0	9	360,000	151,607	33,556	192,291	40,683	9	5 1	4 3	0 0	23	920,000	385,928	84,323	485,970	100,042	9
	Low	1 3	3 2	0 0	9	360,000	151,607	33,556	190,162	38,555	9	3 1	3 4	0 0	13	520,000	218,351	47,867	274,679	56,327	9
Park & Ride	High	1 1	0 0	11 13	36	270,000	91,279	14,889	104,069	12,789	21	3	0	49	147	1,102,500	369,410	57,664	424,948	55,538	20
	Mid	1 1	0 0	12 13	25	187,500	63,359	10,312	72,270	8,911	21	2 1	0 0	25 27	77	577,500	194,012	260,063	222,592	28,579	20
	Low	2	0	11	22	165,000	55,842	9,156	63,598	7,756	21	3	0	19	57	427,500	143,899	22,982	164,776	20,877	20
Totals	High	18	23	68	91	1,542,000	791,854	163,563	906,800	114,947	13	37	88	291	379	5,702,500	3,206,159	621,823	3,709,737	503,579	11
	Mid	15	17	52	69	1,164,500	614,441	127,262	700,861	86,421	13	23	51	160	211	3,240,000	1,833,862	586,368	2,121,777	287,915	11
	Low	15	17	48	65	1,131,000	597,192	124,190	680,161	82,970	14	17	33	115	148	2,182,500	1,245,800	241,570	1,436,167	190,367	11

Figure 1: Costs for Mixed Specification Hubs for 2020 and 2023 WITH Connection Charges

Scenario 2B

Table 7 – Mixed Specification Hubs (50kW Rapid DC, 22kW Fast AC & 7kW Slow Park & Ride)

- Optimistic levels of use - 18 rapid sessions per charger, 6 fast sessions per charge point, 1 slow session per charge point (P&R), per 24hr period.
- 20p per kWh flat rate end user fee (all chargers).
- No connection fees.

Scenario	Hub Quantity	2020			2023																
		50kW DC	22kW DC (P&R 7kW)	Total Quantity (Charge Units)	Capital Costs	Annual OpEx	Use of System Costs (of which)	Annual Revenue	Annual Surplus	RoI (years)	Hub Quantity	50kW DC	22kW DC (P&R 7kW)	Total Quantity (Charge Units)	Capital Costs	Annual OpEx	Use of System Costs (of which)	Annual Revenue	Annual Surplus	RoI (years)	
Residents (Zone 2)	High	10 1	1 0	3 2	42	752,000	477,428	100,806	420,305	-57,123	-	24	2	6	192	3,504,000	2,188,470	455,721	1,935,049	-253,421	-
	Mid	8 1	1 0	3 3	35	617,000	395,557	83,395	348,263	-47,294	-	13 1	2 2	6 5	111	2,033,000	1,266,934	263,922	1,120,194	-146,740	-
	Low	8 1	1 0	3 2	34	606,000	385,884	81,479	339,678	-46,206	-	9 1	2 2	6 4	78	1,438,000	892,515	186,053	789,101	-103,415	-
Taxi, Private Hire & General Use	High	3 1	3 4	0 0	13	520,000	214,551	47,867	189,269	-25,282	-	10	4	0	40	1,600,000	659,329	146,501	582,365	-76,964	-
	Mid	1 3	3 2	0 0	9	360,000	148,976	33,556	131,032	-17,944	-	5 1	4 3	0 0	23	920,000	379,204	84,323	334,860	-44,344	-
	Low	1 3	3 2	0 0	9	360,000	148,976	33,556	131,032	-17,944	-	3 1	3 4	0 0	13	520,000	214,551	47,867	189,269	-25,282	-
Park & Ride	High	1 1	0 0	11 13	36	270,000	88,941	14,889	51,509	-37,432	-	3	0	49	147	1,102,500	359,859	57,664	210,328	-149,531	-
	Mid	1 1	0 0	12 13	25	187,500	61,734	10,312	35,770	-25,964	-	2 1	0 0	25 27	77	577,500	189,010	260,063	110,172	-78,838	-
	Low	2	0	11	22	165,000	54,412	9,156	31,478	-22,935	-	3	0	19	57	427,500	140,195	22,982	81,556	-58,640	-
Totals	High	18	23	68	91	1,542,000	780,919	163,563	661,082	-119,837	Loss	37	88	291	379	6,206,500	3,207,657	659,887	2,727,741	-479,916	Loss
	Mid	15	17	52	69	1,164,500	606,267	127,262	515,065	-91,203	Loss	23	51	160	211	3,530,500	1,835,147	608,308	1,565,225	-269,922	Loss
	Low	15	17	48	65	1,131,000	589,272	124,190	502,187	-87,084	Loss	17	33	115	148	2,385,500	1,247,261	256,902	1,059,925	-187,336	Loss

Figure 2: Costs for Mixed Specification Hubs for 2020 and 2023 WITHOUT Connection Charges

This page is intentionally left blank

Transport and Environment Committee

10.00am, Thursday, 5 December 2019

Place Directorate – Revenue Monitoring 2019/20 – half-year report

Executive/routine Wards Council Commitments	Routine All
--	------------------------

1. Recommendations

- 1.1 Transport and Environment Committee are asked to note:
- 1.1.1 that the Place Directorate is currently projecting a potential budget pressure of £5.615m for 2019/20;
 - 1.1.2 that the Executive Director of Place is continuing to progress implementation of measures to reduce the potential budget pressure. £3.518m of planned measures have already been identified for implementation before the financial year end, which would reduce the budget pressure to £2.097m. Further measures are being identified to further mitigate the potential budget pressure; and
 - 1.1.3 progress on the implementation of management actions will be reported to the Finance and Resources Committee on 23 January 2020 and the meeting of this committee on 27 February 2020.

Paul Lawrence

Executive Director of Place

Contact: Susan Hamilton, Principal Accountant

E-mail: susan.hamilton@edinburgh.gov.uk | Tel: 0131 469 3718

Place Directorate – Revenue Monitoring 2019/20 – half-year report

2. Executive Summary

- 2.1 The report sets out the projected month six revenue monitoring position for the Place Directorate, based on analysis of actual expenditure and income to the end of September 2019, and projections for the remainder of the financial year.
- 2.2 As at month six, following a half-year review of the budget management strategy, a potential overspend of up to £5.615m is forecast in the Place General Fund revenue budget.
- 2.3 Place Directorate remain fully committed to taking the necessary actions to deliver approved savings and address identified operational cost pressures and are actively developing their budget management strategy to bring the Place revenue budget towards balance. £3.518m of management actions are planned to be delivered by the financial year-end, which would leave a residual budget gap of £2.097m. The residual budget gap includes pressures which have emerged within the six months to 30 September 2019. Progress on the implementation of management actions will be reported to the Finance and Resources Committee on 23 January 2020 and to this Committee at its meeting on 27 February 2020.
- 2.4 A separate report to the Council's Finance and Resources Committee meeting on 6 December 2019 sets out the projected Council-wide revenue budget position for the year based on analysis of period six data. A balanced overall position is now forecast with attainment of this position subject to on-going management of service pressures and risks.

3. Background

- 3.1 The total 2019/20 approved gross General Fund revenue budget for the Place Directorate is £236.511m. The net budget is £43.543m after adjusting for income from other parts of the Council, external grants and other income. This budget is net of £8.975m of additional savings (excluding the in-year efficiencies requirement) approved by Council in February 2019.
- 3.2 This report provides an update on financial performance against the above.

4. Main report

Place Directorate General Fund – Revenue Budget

- 4.1 Given the increasing risks inherent in maintaining expenditure within budgeted levels, earlier in-year reports for 2019/20 were underpinned by adoption of a particular risk management focus, with a corresponding risk contingency captured at Council level. This approach also reflected the comparatively early stage of the year of those reports and the consequent need, in some cases, for additional details of implementation plans to become available. In light of the availability of further months' data, a Directorate-specific position, consistent with relevant responsibilities as set out within Financial Regulations, has been adopted in this half-year report.
- 4.2 A half year review (month six) of the budget management strategy in the Place Directorate for the General Fund revenue budget forecast an overspend of up to £5.615m. This forecast reflects a combination of:
- 4.2.1 brought-forward underlying pressures within services;
 - 4.2.2 anticipated delays, or shortfalls, in delivery against a number of the service-specific savings measures approved as part of the budget motion (as shown in Appendix 1);
 - 4.2.3 an extended period when elements of environmental testing were not being undertaken; and
 - 4.2.4 a need to identify specific plans to address elements of the Directorate's in-year efficiency target of £2.8m.
- 4.3 As part of the budget management strategy review at month six, £3.518m of management actions are planned to be delivered by the financial year end. The Place Senior Management and Divisional Management Teams are working hard to ensure that the management actions agreed are delivered and that actions are identified to manage the residual gap of £2.097m.
- 4.4 The information above is net of the revenue budget (approved by Council in February 2019) requirement for the Place Directorate to achieve incremental savings of £8.975m in 2019/20. A strategy to deliver this, alongside action to address the required efficiency measures of £2.810m and £8.130m of identified pressures has been developed. The sum of these approved savings and management actions to address efficiency targets and pressures is £19.915m. A red, amber, green (RAG) analysis is regularly undertaken in consultation with Heads of Service of these measures. This is shown within Appendix 1. Delivery of all savings is monitored monthly by the Place Senior Management Team and Divisional Management teams.
- 4.5 At month six the RAG indicates that 89% of these savings (£17.817m) were assessed as green or amber with the 11% at red adding to £2.098m. This is a significant improvement on the reported month three position, with the overall forecast showing an improvement of circa £1.7m in the underlying budget position.

- 4.6 A separate report to the Council's Finance and Resources Committee meeting on 6 December 2019 sets out the projected Council-wide revenue budget position for the year based on analysis of period six data. A balanced overall position is now forecast with attainment of this position subject to on-going management of service pressures and risks. Further updates on the position will be reported to the Finance and Resources Committee on 23 January 2020 and to this Committee on 27 February 2020. The implications of service overspends in 2019/20 for future years will be considered as part of the 2020/23 budget process.
- 4.7 Appendix 1 relates to the Place Directorate as a whole. The elements of the budget which relate to the Transport and Environment remit and which are currently assessed as red are set out in Table 1.

**Table 1. Transport and Environment Executive Committee –
2019/20 Approved Savings, Efficiency Savings or Mitigations assessed as red.**

Management Action	£000 Red	Narrative
Parking Action Plan Phase 2.	169	This relates to implementation of city centre Sunday parking charges and expansion of controlled parking zones. The delay in implementation is, in part, mitigated by other income. This will continue to be monitored. The position is improved from month three.
Joint Procurement of Waste Contracts.	163	This relates to securing efficiencies in the contracts that City of Edinburgh has in place for waste disposal. Negotiations are underway but are not yet concluded. This is an improvement from month 3.
Transport Review.	180	Plans are being developed to deliver a new organisational structure for Roads and Transport Infrastructure and Transport Network and Enforcement. These take account of the costs associated with the new structure and arrangements for service improvement. The intention is that this will be cost neutral however detailed delivery plans are still being progressed. This is improved from month three.
T&E Part; some approved savings, efficiencies and mitigations impact more than one		There are a number of savings and mitigations which have identified within Place and which will include services which sit within the Transport and Environment remit. These are being progressed by individual service

Executive Committee.		managers in line with the allocated revenue budgets for service.
Place wide net cost efficiencies; reduction in overtime, agency and discretionary spend.		All services will require to reduce costs to achieve Directorate Efficiency Savings. Impacts on specific Executive Committees will be reported as appropriate.
Material Emergent Pressures.	0.614	This relates to an extended period when elements of environmental testing were not being undertaken

- 4.8 Progress has been made by Place Directorate in terms of making positive inroads to addressing the financial challenge within the first six months of 2019/20. In addition to monthly reporting of the budget position the comprehensive annual budget realignment exercise which commenced in 2018/19 has been repeated in 2019/20 and a half year review of the budget position and management actions has been carried out.
- 4.9 The Place Senior Management and Divisional Management Teams are continuing work to address the financial challenge faced by the directorate. Of £19.9m of savings requiring to be delivered in the year, almost 90% are now assessed as either green or amber. The budget management strategy, underpinned by a robust mid-year review, has been updated to reflect additional measures which have been required to reduce the level of overspend further.

5. Next Steps

- 5.1 The Place directorate is committed to delivering mitigating management action to address identified budget pressures on an ongoing basis and will continue to report on progress towards the delivery of a balanced budget.
- 5.2 In addition to the introduction of realigned budgets and half-year reviews, a more strategic approach is being implemented in terms of budget management. The Place Senior Management Team intends the 2019/20 budget management strategy to be part of a rolling process, not confined to the current financial year. Where planned savings and mitigations are not fully delivered in year, they will be factored into future year budget management strategies to be delivered and addressed alongside identified pressures.
- 5.3 The Place Senior Management Team and Divisional Management teams are fully committed to identifying management action to reduce the budget pressures and to

ensuring that management actions are being implemented to support the delivery of a balanced budget within the directorate. However, given the magnitude of these pressures, there is the potential risk that the directorate may report an overspend at the end of this financial year. This is being addressed on an on-going basis by the Executive Director and Senior Managers. The implications of in year service overspend for future years will be considered as part of the 2020/23 budget process.

6. Financial impact

- 6.1 The Council's Financial Regulations set out Executive Directors' responsibilities in respect of financial management, including regular consideration of their service budgets. The Executive Director of Place regularly reviews the directorate budget position alongside the identification and implementation of management actions to achieve a balanced budget in year. The position set out in this report shows that the Place directorate is currently forecasting an overspend in 2019/20 and therefore there are pressures which are still to be addressed.

7. Stakeholder/Community Impact

- 7.1 Consultation was undertaken as part of the budget setting process.

8. Background reading/external references

- 8.1 Place Directorate – Financial Monitoring 2019/20: Month Three position – report to Transport and Environment Committee on [11 October 2019](#) (Item 17.2).
- 8.2 Revenue Monitoring 2019/20 – half year report – report to Finance and Resources Committee, [6 December 2019](#)

9. Appendices

- 9.1 Appendix 1 – Place Directorate: General Fund Approved Revenue Budget Savings 2019/20 – Month Six Position.

Appendix 1 – Place Directorate – General Fund Approved Revenue Budget Savings 2019/20 – Month Six Position

Category	Title	Total £000	Green £000	Amber £000	Red £000	Relevance to Transport & Economy Executive Committee
Approved Savings	Tourism and Marketing Reform	300	300	0	0	
Approved Savings	Improved Approach to Street and Environmental Enforcement	750	250	350	150	T&E PART
Approved Savings	Localities Phase Two	300	100	100	100	T&E PART
Approved Savings	Commercialism and Income Maximisation - Pre-planning Applications	100	100	0	0	
Approved Savings	Commercialism and Income Maximisation - Culture	150	150	0	0	
Approved Savings	Area-Based Regeneration	250	125	125	0	T&E PART
Approved Savings	Parking Action Plan Phase 2	369	100	100	169	T&E ALL
Approved Savings	Fleet Review	500	300	200	0	T&E ALL
Approved Savings	Clean and Green (2018/19 additional spend)	250	0	250	0	T&E ALL
Approved Savings	Roads (Additional funding) (2018/19 additional)	250	250	0	0	T&E ALL
Approved Savings	Capitalisation of Road Maintenance Budget	500	500	0	0	T&E ALL
Approved Savings	Commercialism and Income Maximisation - Full Cost Recovery & Consents	1,025	830	195	0	T&E PART
Approved Savings	Commercialism and Income Maximisation - Parks and Greenspaces	150	20	65	65	
Approved Savings	Joint Procurement of Waste Contracts	325	0	162	163	T&E ALL
Approved Savings	Re-provision of public conveniences	250	40	210	0	T&E ALL
Approved Savings	Cultural grants	52	52	0	0	
Approved Savings	Transport Reform	500	0	500	0	T&E ALL
Approved Savings	Economic Development	1,200	1,200	0	0	
Approved Savings	New Ways of Working - Public Safety and Business Continuity	130	85	45	0	
Approved Savings	Parking - increase charges by average of 4.5% per annum over four years	800	600	200	0	
Approved Savings	Discretionary income (Fees and Charges)	824	618	206	0	Place Wide
Mitigations/Efficiencies	Workforce Control - Reduction in Agency and Overtime (Place)	900	0	450	450	Place Wide
Mitigations/Efficiencies	Reduction in Discretionary Expenditure (Place)	650	180	335	135	Place Wide
Mitigations/Efficiencies	Place Development - Efficiencies	730	250	480	0	
Mitigations/Efficiencies	Place Management - Efficiencies	530	112	282	136	T&E PART
Mitigations/Efficiencies	Service Containment of Increment Costs (Place)	1,200	700	500	0	Place Wide
Mitigations/Efficiencies	Operational Efficiencies - Senior Management Review (Place)	100	0	50	50	T&E PART
Mitigations/Efficiencies	Realise Full Year Impact of Previously Approved Savings (Place)	1,200	700	350	150	
Mitigations/Efficiencies	Implement Service Reforms (Place)	200	0	100	100	
Mitigations/Efficiencies	Reduction in Budget Pressures (Place)	1,000	1,000	0	0	Place Wide
Mitigations/Efficiencies	Value for Money Audits (Place)	300	0	150	150	T&E PART
Mitigations/Efficiencies	Contract Efficiencies (Place)	600	400	100	100	T&E PART
Mitigations/Efficiencies	Pentland Hills Operations (Place)	100	50	50	0	
Mitigations/Efficiencies	Localities and Communities Investment Funding	130	130	0	0	
Mitigations/Efficiencies	Transport Review	1,200	870	150	180	T&E ALL
Mitigations/Efficiencies	Planning Appeals	300	300	0	0	
Mitigations/Efficiencies	Millerhill Operations (Place)	1,800	1,800	0	0	T&E ALL
		19,915	12,112	5,705	2,098	
Total Approved Savings	(excludes efficiency)	8,975	5,620	2,708	647	
Total Mitigations/Efficiencies	(includes efficiency)	10,940	6,492	2,997	1,451	
Total Management Action to be Delivered £000		19,915	12,112	5,705	2,098	
Total Management Action to be Delivered %		100%	61%	29%	11%	

This page is intentionally left blank