

Notice of meeting and agenda

Transport and Environment Committee

10.00 am Thursday, 17th June, 2021

Virtual Meeting - via Microsoft Teams

This is a public meeting and members of the public are welcome to watch the live webcast.

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1. Order of Business

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

2. Declaration of Interests

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

3. Deputations

- 3.1 If any.

4. Minutes

- 4.1 Minute of the Transport and Environment Committee of 22 April 2021 - submitted for approval as a correct record 7 - 34

5. Forward Planning

- 5.1 Transport and Environment Committee Work Programme 35 - 40
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6. Business Bulletin

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7. Executive Decisions

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8. Routine Decisions

8.1	Internal Audit: Overdue Findings and Key Performance Indicators at 10 February 2021- referral from the Governance, Risk and Best Value Committee	511 - 624
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8.3	Place Services Internal Audit - Actions Update – Report by the Executive Director of Place	719 - 734
8.4	Waste and Cleansing Service Performance Update – Report by the Executive Director of Place	735 - 748

9. Motions

9.1 Motion by Councillor Miller - Vision Zero

“Committee:

1. Notes that there have been 74 fatalities and 1,433 serious injuries within this authority area due to collisions during the last decade
2. Notes the [decision agreed unanimously at a meeting of full council on 25 August 2020](#):

“requests that all reasonable action is taken to continue to improve road safety for cyclists including that a new Edinburgh 'Vision Zero' Road Safety Plan - which aims that 'all users are safe from the risk of being killed or seriously injured' on the City's roads - is developed to replace the existing plan and is reported to the Transport & Environment Committee.”

3. Calls for the above Edinburgh 'Vision Zero' Road Safety Plan to be finalised and reported within two cycles to this committee.”

Deputations

Motions and Amendments

Andrew Kerr

Chief Executive

Committee Members

Councillor Lesley Macinnes (Convener), Councillor Karen Doran (Vice-Convener), Councillor Scott Arthur, Councillor Eleanor Bird, Councillor Gavin Corbett, Councillor Graham Hutchison, Councillor David Key, Councillor Kevin Lang, Councillor Claire Miller, Councillor Stephanie Smith and Councillor Iain Whyte

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 meeting will be held by Teams and will be webcast live for viewing by members of the public.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Veronica Macmillan / Martin Scott, 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 4237, email veronica.macmillan@edinburgh.gov.uk / martin.scott@edinburgh.gov.uk.

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Minutes

Transport and Environment Committee

10.00am, Thursday 22 April 2021

Present

Councillors Macinnes (Convener), Doran (Vice-Convener), Bird, Booth (substituting for Councillor Miller), Cameron (substituting for Councillor Arthur), Corbett, Key, Lang, Mowat (substituting for Councillor Webber for items 4 to 6), Smith, Webber and Whyte.

1. Transport and Environment Committee Business Bulletin

a) Deputation – Capital Cars and ECPH

The deputation noted that as part of the Business Bulletin, reference was made to a report being commissioned to look at the role of taxi's in Edinburgh City Centre, currently and in the future. The Business Bulletin also referred to the impact of the Edinburgh City Centre transformation on the hackney and Private Hire Trade. The deputation sought confirmation from Committee that the report referred to in the Business Bulletin which referenced "The role of taxis in Edinburgh city centre currently and, in the future," related to both hackney and private hire vehicles. The deputation also asked Committee to commit to engagement with both the hackney and Private Hire Taxi Trade on all aspects of the new George Street Project.

b) The Transport and Environment Committee Business Bulletin for April 2021 was presented.

Motion

- 1) To note the Business Bulletin
- 2) To agree that the Head of Place Management would assess whether a report could be brought to the next meeting of the Transport and Environment Committee on the Cammo Road Trial Closure.
- 3) To agree to provide a briefing note how on well the Council were to undertake the climate risk assessment.
- 4) To agree to provide a briefing note detailing discussions that had taken place with other Local Authorities on the bus partnership fund.
- 5) To agree to provide a briefing note providing further details on the George Street and First New Town (GNT) Public Realm Project.
- 6) To agree to brief ward members and relevant stakeholders on the outcomes of the results of the junction turning counts, pedestrian counts and speed counts at the Liberton Brae and Kirk Brae junction.
- 7) To agree to clarify whether the online reporting of close passes was a legislative matter or a matter of funding

- 8) To agree to refer to grit bins in the forthcoming report of the Transport and Environment Committee in June 2021.
- 9) To agree to provide an update report on the Roseburn to Union Canal project.
- moved by Councillor Macinnes, seconded by Councillor Doran

Amendment

- 1) To note the Business Bulletin
- 2) To agree that the Head of Place Management would assess whether a report could be brought to the next meeting of the Transport and Environment Committee on the Cammo Road Trial Closure.
- 3) To agree to provide a briefing note how on well the Council were to undertake the climate risk assessment.
- 4) To agree to provide a briefing note detailing discussions that had taken place with other Local Authorities on the bus partnership fund.
- 5) To agree to provide a briefing note providing further details on the George Street and First New Town (GNT) Public Realm Project.
- 6) To agree to brief ward members and relevant stakeholders on the outcomes of the results of the junction turning counts, pedestrian counts and speed counts at the Liberton Brae and Kirk Brae junction.
- 7) To agree to clarify whether the online reporting of close passes was a legislative matter or a matter of funding
- 8) To agree to refer to grit bins in the forthcoming report of the Transport and Environment Committee in June 2021.
- 9) To agree to provide an update report on the Roseburn to Union Canal project.
- 10) To note the scale of the Roseburn to Union Canal project and the updates that confirmed that this permanent Active Travel route would now be delivered by October 2022.
- 11) To note that in answer to Cllr Webber's Question Item 5.22 (Can the Convener please provide the following information relating to all temporary and permanent active travel projects/schemes across the city (not split by ward) that had been approved for completion since 2010) to Full Council on 27th July 2020 the completion date was provided as June 2022.
- 12) To seek a report in one cycle detailing the mitigating actions to ensure the 4-month delay in the Roseburn to Union Canal project was minimised and reduced.
- 13) To note with regret that the outcome from the West Edinburgh Active Travel Link Consultation had been delayed from being reported at April 2021 Transport and Environment Committee as planned.
- 14) To seek assurance by inclusion in the same report, that the completion date of October 2023 would still be achieved.

- 15) To note with grave concern in relation to the Bus Partnership Fund that within Appendix 3 under “Quick Wins – West” was the inclusion of the Service 44 Bus Stop Rationalisation.
- 16) To note this was of significant concern when previously brought to Committee that the report was withdrawn.
- 17) To request that the New Equality and Diversity Framework be systematically applied to any review of bus stops along the route between Wallyford and Balerno.
- 18) To request that the Council’s new Consultation Policy, developed in response to the City of Edinburgh Council’s Best Value Assurance Audit be adopted.
- 19) To note both above new policies were approved at Policy & Sustainability Committee on 20th April 2021.

- moved by Councillor Webber, seconded by Councillor Whyte

Voting

For the motion - 8 votes

For the Amendment - 3 votes

(For the Motion – Councillors, Bird, Booth, Cameron, Corbett, Doran, Key, Lang and Macinnes.

For the Amendment – Councillors Smith, Webber and Whyte.

Decision

To approve the motion by Councillor Macinnes.

(Reference – Business Bulletin, submitted.)

2. Spaces for People Update - January 2021

a) Deputation – Capital Cars and ECPH

Committee considered a deputation from Capital Cars and ECPH.

The deputation wished to focus on the Bus Gates at the East End of Princes Street and at South St David Street referenced in the report. The deputation noted that when the South Bridge TTRO was proposed, which had since been abandoned after their legal interventions, they obtained factual evidence that the number of Private Hire Taxi’s as a percentage of all vehicles in the area was very small (3% - 4%) and slightly lower on average than the percentage of Hackney’s using the route. The deputation also suggested that the proposed bus gate for the South Bridge had not been justified for pedestrian or cycle safety and believed that the Council was to take a further decision on whether to continue with the operation of the Bus Gates at Princes Street and South St David’s Street, given that the report stated that the next review would be taken by the end of April 2021. The deputation asked if officers had considered any evidence of impact on these two Bus Gates, in order to arrive at the conclusion that things should stay as they were, and Private Hire Taxi’s be excluded. Given

that the impact of Private Hire Taxi's was shown in this same area to be in very small numbers, the deputation formally requested that Committee allowed for these Bus Gates at Princes Street and South St David Street to allow Private Hire Taxi's access as long as these Bus Gates were in operation.

b) Deputation – Spokes Party

Committee considered a deputation from Spokes Party.

The deputation addressed the proposed Portobello to Musselburgh segregated cycle route. The deputation advised that Spokes Party were disappointed that the Portobello to Musselburgh segregated cycle route had been cancelled. This was a vital link between Edinburgh and East Lothian. Although there were long term plans for this route, it took on an added urgency due to Coronavirus and the requirement for social distancing. The deputation suggested that a safe and attractive cycle route would encourage people to cycle, and would therefore leave better distances on the buses and pavements between Portobello and Musselburgh.

c) Deputation – South West Edinburgh in Motion

A written deputation was presented on behalf of South West Edinburgh in Motion.

The deputation noted they were bringing the deputation to request for the removal of the Spaces for People Scheme on Lanark and Longstone Roads.

The basis for their request was presented under the following headings:

- The installation was unlawful
- The installation had no relevance to mitigating the risk of Covid transmission
- The absence of a safety issue to be addressed
- Community majority opinion had been ignored
- New and real safety issues were being presented by the installation
- Discrimination against those with mobility issues or disabilities

d) Deputation – Newington Hotel Group

A written deputation was presented on behalf of Newington Hotel Group

The deputation did not oppose Active Travel in principal and advised that they saw great benefits in cycling for their guests and community. The deputation did however oppose the design of the Cycle Lane Defenders and the scale of installation along the Craigmillar Park Corridor.

e) Ward Councillors

In accordance with Standing Order 33.1, the Convener agreed to hear a presentation from Ward Councillors Mitchell and Neil Ross in relation to the Spaces for People Update – April 2021 - Report by the Executive Director of Place.

Councillor Mitchell noted he was disappointed that the Orchard Brae uphill cycle way was being put on hold and advised that this could be used well by students going to Flora Stevenson. Connecting on to that was the Orchard Brae Comely Bank roundabout where nine thousand pounds had been spent on paint which was not being followed up. Another school scheme was on Wester Drylaw Avenue that residents, the Community Council and Parent Council were opposed to.

Councillor Neil Ross noted there were 8 Spaces for People measures in Morningside ward, but given the results of the online consultation had not been received, Cllr Ross advised he would restrict his comments to para 4.4 and the town centres at para 4.4.4 and to the roads in the Braids estate at para 4.4.1 of the report. Cllr Ross advised he was pleased that changes to improve access were being considered for town centres on Morningside Road and Bruntsfield Place. Cllr Ross stated it was important local traders were supported by improving access for deliveries.

f) Report by the Executive Director of Place

An update was provided on Spaces for People (SfP) measures implemented over the last twelve months, minor changes to existing schemes were also noted and an update was provided on the scheme delivery programme.

Motion

- 1) To note the update on the Spaces for People (SfP) programme.
 - 2) To approve the schemes noted in paragraphs 4.3 and 4.4 (and in Appendix 2) of the report.
 - 3) To agree to have further engagement with the deputation on Capital Cars and ECPH around what was possible in terms of private cars with regard to bus gates.
 - 4) To agree that the Executive Director of Place would discuss directly with SUStrans to assess whether an extension of time would be possible.
 - 5) To agree that if any changes were made to the Ratho Primary School park and stride proposal, this would be communicated to Committee members.
- moved by Councillor Macinnes, seconded by Councillor Doran

Amendment 1

- 1) To note the update on the Spaces for People (SfP) programme within the report.
- 2) To note the success of the UK wide vaccination programme that had seen almost 2.6 million Scottish residents vaccinated which was delivering results in relation to reduced morbidity and mortality associated with Covid-19.
- 3) To Notes there was limited evidence of outdoor transmission of Covid-19 (<https://academic.oup.com/jid/article/223/4/550/6009483>)

- 4) To note from Monday 26th April 2021, the City of Edinburgh would enter into Tier 3 and we would see a gradual easing of restrictions and opening of retail, hospitality and in some cases a return to workplaces.
- 5) To note we were awaiting the outcome of a consultation on the measures being made permanent. The various degrees of implementation had created confusion and difficulties in completing and navigating through the documentation in an informed manner as schemes were not posted in a location and format that was readily accessible by members of the public, local groups or approved stakeholders.
- 6) To agree that all partially installed schemes should be halted immediately until the outcome of the Street Schemes consultation had been reported to Committee as a measure to support the Council's focus on value for money.
- 7) To approve the immediate reopening of Braid Road in both directions.
- 8) To approve the recommendations presented in the amendment as Appendix 1 which included but were not limited to the reversal and removal of:
 - i) Lanark Road.
 - ii) Comiston Road.
 - iii) Silverknowes Road (North and South)
 - iv) Links Gardens
 - v) Pennywell Road
 - vi) Craigmillar Corridor
 - vii) George IV Bridge
- 9) To approve measures that prioritised pedestrians on Broughton Street and requested that space set aside for cycling provision was repurposed for pavement widening.
- 10) To request that an audit report on the removal of street clutter be presented back to Committee in one cycle as work started on 8th March 2021.
- 11) To note the measures proposed near schools in Appendix 2 and 3 of the report.
 - 11.1) To recognise that many schemes were yet to be implemented and many were put in place despite significant comment from Local Elected Members and members of the public and as, yet the feedback had not been provided as per the terms of the agreed Stakeholder engagement.
 - 11.2) To recognise that these measures across the schools would only be effective with effective enforcement.
 - 11.3) To request that resources for enforcement around schools were found immediately from the SfP budget.
- 12) To note the Council had a statutory duty to provide and manage a network for all road users across the city.

- 13) To agree that if officers were able to bring the Orchard Brae uphill cycle segregation scheme forward then it should not be postponed for consideration under a separate future programme.

- moved by Councillor Webber, seconded by Councillor Whyte

Amendment 2

- 1) To note the update on the Spaces for People (SfP) programme.
- 2) To approve the schemes noted in paragraphs 4.3 and 4.4 (and in Appendix 2) of the report.
- 3) To note that a report on the spaces for people consultation would be brought to the June 2021 Committee but, in light of substantial safety concerns and objections raised by residents, to agree that officers should proceed with immediate reviews of the following schemes:
 - a) The recent road changes in the Braid estate in Morningside and to fully reopen Braid Road along with the implementation of the planned improvements near the Hermitage.
 - b) The Ferryhill Primary School road closure at Wester Drylaw Avenue.
 - c) The segregated cycleways on Drum Brae North, Ladywell Road, Lanark Road and Meadow Place Road.
 - d) The current closure of Silverknowes Road North to private vehicles and the Silverknowes 'quiet cycle route'.
- 4) To disagree with the suggested pause in the Orchard Brae uphill cycle segregation and to agree the SfP programme should be reprioritised in order to deliver this scheme.

- moved by Councillor Lang, seconded by Councillor Key

Amendment 3

- 1) To note the update on the Spaces for People (SfP) programme.
- 2) To approve the schemes noted in paragraphs 4.3 and 4.4 (and in Appendix 2) of the report.
- 3) To agree to have further engagement with the deputation on Capital Cars and ECPH around what was possible in terms of private cars with regard to bus gates.
- 4) To agree that the Executive Director of Place would discuss directly with SUStans to assess whether an extension of time would be possible.
- 5) To agree that if any changes were made to the Ratho Primary School park and stride proposal, this would be communicated to Committee members
- 6) To express disappointment with the suggested pause in the Orchard Brae uphill cycle segregation and the Portobello to Musselburgh route and to agree that options to deliver it within the SfP programme should be looked at urgently, as well as other options to deliver it as soon as possible.

- moved by Councillor Booth, seconded by Councillor Corbett

In accordance with Standing Order 22(12), Amendment 3 was accepted as an addendum to the motion.

Voting

The voting was as follows:

For the motion (as adjusted) - 7 votes

For Amendment 1 - 3 votes

For Amendment 2 - 1 vote

(For the motion (as adjusted) – Councillors Bird, Booth, Cameron, Corbett, Doran, Key, and Macinnes

For Amendment 1 – Councillors Smith, Webber and Whyte

For Amendment 2 – Councillor Lang)

Decision

To approve the following adjusted motion by Councillor Macinnes:

- 1) To note the update on the Spaces for People (SfP) programme.
- 2) To approve the schemes noted in paragraphs 4.3 and 4.4 (and in Appendix 2) of the report.
- 3) To agree to have further engagement with the deputation on Capital Cars and ECPH around what was possible in terms of private cars with regard to bus gates.
- 4) To agree that the Executive Director of Place would discuss directly with SUStrans to assess whether an extension of time would be possible.
- 5) To agree that if any changes were made to the Ratho Primary School park and stride proposal, this would be communicated to Committee members.
- 6) To express disappointment with the suggested pause in the Orchard Brae uphill cycle segregation and the Portobello to Musselburgh route and agrees that options to deliver it within the SfP programme should be looked at urgently, as well as other options to deliver it as soon as possible.

(References – Transport and Environment Committee, 28 January 2021 (item 5); report by the Executive Director of Place, submitted.)

3. Motion by Councillor Webber - Proposed Changes to Roads in Juniper Green

a) Deputation – Juniper Green & Baberton Mains Community Council

A written deputation was presented on behalf of Juniper Green & Baberton Mains Community Council.

The deputation noted they were grateful for Councillor Webber's motion to introduce no entry (eastbound) to junction of Woodhall Terrace and Baberton Avenue for motorised vehicles. The deputation noted that, as a community

council they have responded to the concerns of the community by supporting Police speed monitoring campaigns and had joined with other local Community Councils to support traffic research at Heriot Watt University. Through this work and with expert insight from local police they developed a simple solution that would close the rat run with minimal impact on the local community.

b) Motion by Councillor Webber – Proposed Changes to Roads in Juniper Green

The following motion by Councillor Lang was submitted in terms of Standing Order 17:

“Committee:

- 1) Notes Juniper Green & Baberton Mains Community Council (JGBMCC) is keen to act in response to their own observations and those of their community.
- 2) Notes that JGBMCC have consulted widely and extensively with the local community both to gather ideas and on a proposed solution, initially raised by one of the local community police officers after observing the issues first-hand during a community speed watch initiative with Cllr Susan Webber Agrees to:
 - Introduce no entry (eastbound) to junction of Woodhall Terrace and Baberton Avenue for motorised vehicles. This means continued access for cyclists
 - Runs 24/7, as opposed to being restricted to specific hour
- 3) Further agrees to look at the feasibility of widening the pavement to make crossing easier but it might be best to initially enforce this through a temporary barrier as this would enable faster implementation.
- 4) Accepts these changes will reduce ‘rat runners’ and improve the safety of local residents by reducing the risk of an accident, especially during rush hour. This is also consistent with a number of Council and Government policies such as Safer Routes to School.
- 5) Notes, these proposed changes have the support of all local Councillors and calls for a report by the Director of Place be brought back in one cycle detailing the actions required to implement these proposals”

- moved by Councillor Webber, seconded by Councillor Smith

Decision

To approve the following adjusted motion by Councillor Webber:

Committee:

- 1) Notes Juniper Green & Baberton Mains Community Council (JGBMCC) is keen to act in response to their own observations and those of their community.
- 2) Notes that JGBMCC have consulted widely and extensively with the local community both to gather ideas and on a proposed solution, initially raised by one of the local community police officers after observing the issues first-hand during a community speed watch initiative with Cllr Susan Webber Agrees to:

- Introduce no entry (eastbound) to junction of Woodhall Terrace and Baberton Avenue for motorised vehicles. This means continued access for cyclists
 - Runs 24/7, as opposed to being restricted to specific hour
- 3) Further agrees to look at the feasibility of widening the pavement to make crossing easier but it might be best to initially enforce this through a temporary barrier as this would enable faster implementation.
 - 4) Accepts these changes will reduce 'rat runners' and improve the safety of local residents by reducing the risk of an accident, especially during rush hour. This is also consistent with a number of Council and Government policies such as Safer Routes to School.
 - 5) Notes, these proposed changes have the support of all local Councillors and calls for a report by the Director of Place be brought in a minimum of 2 cycles detailing the actions required to implement these proposals."

4. Wardie Bay and Beach - Response to Motion

a) Deputation – Wardie Bay and Beachwatch

A deputation was presented on behalf of Wardie Bay and Beachwatch.

The deputation thanked Councillors Bird and Steven Cuthill wholeheartedly for their hard work resulting from the Motion to Council on 10 December 2020 and the spirit of their efforts, especially in recognition of the necessity to protect and enhance the ecology and biodiversity of the site.

b) Report by the Executive Director of Place

In response to a motion by Councillor Bird, approved by Council on 10 December 2020, Committee considered a report outlining specific measures that the Council could consider to match the investment of the local community and support their calls for a cleaner, safer beach for the people and wildlife that benefit from it.

Motion

- 1) To note the report.
 - 2) To agree that officers should engage with the community, local ward Councillors, and landowners to set up a management agreement, lease, or similar agreement enabling the Council to take on responsibility for the management and development required to support the bathing designation of Wardie Bay. The outcome of these discussions should be reported back to Committee.
 - 3) To discharge the approved motion by Councillor Bird to the Council on 10 December 2020.
 - 4) To note that officers would undertake to come back to the Committee if any issues emerged.
- moved by Councillor Macinnes, seconded by Councillor Doran

Amendment

- 1) To note the report.
 - 2) To agree that officers should engage with the community, local ward Councillors, and landowners to set up a management agreement, lease, or similar agreement enabling the Council to take on responsibility for the management and development required to support the bathing designation of Wardie Bay. The outcome of these discussions should be reported back to Committee within three cycles.
 - 3) To discharge the approved motion by Councillor Bird to the Council on 10 December 2020.
 - 4) To note that officers would undertake to come back to the Committee if any issues emerge.
- moved by Councillor Lang, seconded by Councillor Bird

In accordance with Standing Order 22(12), the amendment was accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor Macinnes:

- 1) To note the contents of the report.
- 2) To agree that officers should engage with the community, local ward Councillors, and landowners to set up a management agreement, lease, or similar agreement enabling the Council to take on responsibility for the management and development required to support the bathing designation of Wardie Bay. The outcome of these discussions should be reported back to Committee within three cycles.
- 3) To discharge the approved motion by Councillor Bird to the Council on 10 December 2020.
- 4) To note that Officers would undertake to come back to the Committee if any issues emerge.

(References – Act of Council (No.11), 10 December 2020; report by the Executive Director of Place, submitted.)

5. Communal Bin Review Update

a) Deputation – New Town & Broughton Community Council

A deputation was presented on behalf of New Town & Broughton Community Council.

The deputation noted recommendation (1.1.2) of the report to approve the change from gull proof bags and recycling boxes to the Communal Bin Hub service and asked that Committee did not approve this recommendation at the meeting so that the issues highlighted could be full addressed.

b) Report by the Executive Director of Place

An update was provided on the progress of the Communal Bin Review project, specifically relating to the timing and the phasing of the implementation stage. The report also contains a monitoring report and recommendation to replace the gull proof bags (GPB) service with bins.

Motion

- 1) To approve the revised phasing and timeline for the delivery of the communal bin hub roll-out (Appendix 1 of the report).
 - 2) To approve the change from gull proof bags and recycling boxes to the Communal Bin Hub service (Appendix 2 of the report).
 - 3) To note the intention to review 'Bring Sites'.
 - 4) To note the updated costs associated with delivery of the communal bin project and the application to Zero Waste Scotland to access funding from the Recycling Infrastructure Fund.
 - 5) To note that there was a clear expectation from Committee that the engagement that had been asked for was undertaken as rapidly as possible. To further note that the information should be put out as quickly as possible to allow a degree of feedback into that across all the Community Councils referenced incorporating the New Town and Broughton Community Council. To agree to look at some kind of augmentation with the communication plan that was already planned. To make clear that there was limited time, Committee expected residents to have an opportunity to feedback directly in to the service and if there were any requirements for change after that period of engagement that the service would move to explain what it could accommodate and what it could not accommodate. A reference would be made back to Committee on the outcome of that engagement.
- moved by Councillor Macinnes, seconded by Councillor Doran

Amendment 1

- 1) To approve the revised phasing and timeline for the delivery of the communal bin hub roll-out (Appendix 1 of the report).
 - 2) To defer a decision on the change from gull proof bags and recycling boxes to the Communal Bin Hub service until consultation and engagement had been carried out with the relevant Community Council and Street Associations affected by the changes as had been previously committed to.
 - 3) To note the intention to review 'Bring Sites'.
 - 4) To note the updated costs associated with delivery of the communal bin project and the application to Zero Waste Scotland to access funding from the Recycling Infrastructure Fund.
- moved by Councillor Smith, seconded by Councillor Mowat

Amendment 2

- 1) To approve the revised phasing and timeline for the delivery of the communal bin hub roll-out (Appendix 1 of the report).
 - 2) To approve the change from gull proof bags and recycling boxes to the Communal Bin Hub service (Appendix 2 of the report).
 - 3) To note the intention to review 'Bring Sites' and to agree that any proposal to remove specific bring sites should be subject to a decision by the Committee.
 - 4) To note the updated costs associated with delivery of the communal bin project and the application to Zero Waste Scotland to access funding from the Recycling Infrastructure Fund.
- moved by Councillor Lang, seconded by Councillor Key

In accordance with Standing Order 22(12), Amendment 2 was accepted as an addendum to the motion and amendment 1.

Voting

The voting was as follows:

For the motion (as adjusted) - 7 votes

For Amendment 1 (as adjusted) - 4 votes

(For the motion (as adjusted) – Councillors Bird, Booth, Cameron, Corbett, Doran, Key and Macinnes

For Amendment 1 (as adjusted) – Councillors Lang, Mowat, Smith, and Whyte)

Decision

To approve the following adjusted motion by Councillor Macinnes:

- 1) To approve the revised phasing and timeline for the delivery of the communal bin hub roll-out (Appendix 1 of the report).
- 2) To approve the change from gull proof bags and recycling boxes to the Communal Bin Hub service (Appendix 2 of the report).
- 3) To note the intention to review 'Bring Sites' and to agree that any proposal to remove specific bring sites should be subject to a decision by the Committee.
- 4) To note the updated costs associated with delivery of the communal bin project and the application to Zero Waste Scotland to access funding from the Recycling Infrastructure Fund.
- 5) To note the clear expectation from Committee that the engagement that had been asked for was undertaken as rapidly as possible. To further note that the information was put out as quickly as possible to allow a degree of feedback into that across all the Community Councils referenced incorporating the New Town and Broughton Community Council. To look at some kind of augmentation with the communication plan that was already planned. To make clear that there was limited time, Committee expected residents to have an opportunity to feedback directly in to the service and if there were any requirements for change after that period of engagement that the service would move to explain what it could

accommodate and what it could not accommodate. A reference would be made back to Committee on the outcome of that engagement.

(References – Finance and Resources Committee, 4 March 2021 (item 19); report by the Executive Director of Place, submitted.)

Councillor Bird declared a non-financial interest in the above item as a Board Member of Changeworks.

6. Future Provision of Public Conveniences

a) Deputation – Scottish Tourist Guide Association

Committee considered a deputation from the Scottish Tourist Guide Association. The deputation advised that they welcomed the opportunity to input their knowledge and experience to the strategy for provision of Public Conveniences, and felt they had concerns and suggestions to offer which might help shape it. The deputation advised that if the City was to return to its past success in attracting visitors, we must improve provision, address cuts and extend hygiene and handwashing facilities. Whilst the report by the Executive director of Place addressed some of the deputation's concerns, they advised that they would be very keen to work with the group to add their unique viewpoint and feedback from their guests.

b) Ward Councillors -

In accordance with Standing Order 33.1, the Convener agreed to hear presentations from Ward Councillors Burgess, Main and Rose.

Councillor Burgess addressed toilet provision on the Meadows and the need for urgent temporary provision. Councillor Burgess advised that whilst he and Councillor Rose were two Councillors for Southside Newington, Councillor Dickie and Councillor Perry and also Councillor Main from Morningside ward had been working on this issue.

Councillor Rose advised that tens of thousands of people passed through the Meadows on warm weather days. Councillor Rose noted that, due to lockdown restrictions, people congregated on the Meadows and advised that some residents had experienced unpleasant circumstances.

c) Report by the Executive Director of Place

Committee considered a report by the Executive Director of Place setting out plans for future provision of public conveniences in Edinburgh and sought approval to progress with focusing on ensuring there were appropriate facilities in premier parks in the first instance. An update was also provided on the costs and associated arrangements required to reopen all of the Council's existing public conveniences from April 2021, as requested by Council on 12 March 2021

Motion

- 1) To approve the approach for the future provision of public conveniences in Edinburgh set out in paragraphs 4.3 - 4.10 of the report.

- 2) To note the assessment of the existing facilities and gaps in existing provision as set out in Appendix 1 of the report.
 - 3) To note that it was intended to focus initially on provision of public conveniences in premier parks which did not currently have facilities.
 - 4) To note the estimated investment required to create new or refurbished public conveniences.
 - 5) To note the requested information on reopening all of the Council's existing public conveniences while the COVID-19 restrictions remained in place.
 - 6) To agree to engage with all relevant stakeholders regarding the provision of toilets at Leith Links.
 - 7) To welcome the report and note the easing of lockdown was gradual and that outdoor recreation and meetings would remain a key part of social interaction during Summer 2021, making our parks and outdoor spaces even more important to the people of Edinburgh.
 - 8) To further note the damaging behaviour by a minority of people in the Meadows, Portobello and in other locations in the City, and the negative impact on the surrounding residents and others using the park and other affected areas.
 - 9) To refer the decision to Full Council to approve an additional £450k of additional resources from COVID funds for additional temporary public toilets, meeting accessibility needs, in premier parks that required additional facilities, including the Meadows, and other locations where people would congregate in large numbers over the summer months, including Portobello, with the understanding that if the Full Council Meeting of the 29 April 2021 did not go ahead, authority would be delegated to the Chief Executive to approve an additional £450k of additional resources from COVID funds for additional temporary public toilets.
 - 10) To request that the Executive Director of Place identified locations from the list set out in Appendix 1 of the report where the provision of temporary toilets throughout the summer would be beneficial to managing the impact of increased footfall.
 - 11) To delegate the decision on the final list of locations to the Executive Director of Place in consultation with Group Leaders.
 - 12) To further note that there were a number of significant community projects already underway in Colinton, but to agree to engage with the local community to understand if a community asset transfer of Colinton's public toilets could be used as a vehicle for improving provision, as set out in 4.20. To agree to retain the Colinton Public Convenience throughout the process of local engagement and the development of any other alternative plans as part of the ongoing public conveniences strategy.
- moved by Councillor Macinnes, seconded by Councillor Doran

In accordance with Standing Order 22(12), paragraphs 9 and 10 were accepted as an addendum to Amendment 1.

Amendment 1

- 1) To approve the approach for the future provision of public conveniences in Edinburgh set out in paragraphs 4.3 - 4.10 of the report.
- 2) To note the assessment of the existing facilities and gaps in existing provision as set out in Appendix 1 of the report.
- 3) To note that it was intended to focus initially on provision of public conveniences in premier parks which did not currently have facilities.
- 4) To note the estimated investment required to create new or refurbished public conveniences; and to accelerate exploration of commercial partnerships to deliver facilities based on a concessions model, reporting back to Committee within two cycles (noting this approach had already been taken for a combined café and public conveniences at Joppa).
- 5) To note the requested information on reopening all of the Council's existing public conveniences while the COVID-19 restrictions remained in place. and recycling boxes to the Communal Bin Hub service. To agree to reopen all existing public conveniences when Edinburgh entered Level 2 Covid restrictions.
- 6) To note that when the public toilets were closed at Haymarket to facilitate the delivery of the Haymarket development the sale was conditional on re-provisioning these facilities within the development and were detailed on the original planning permission; to note that the current planning permission did not show public toilets provided and to instruct officers to investigate whether this burden was not transferred in subsequent sales and report back to Committee with their findings.
- 7) To welcome, with respect of Colinton Public Conveniences, the written submissions by Colinton Community Council and Colinton Amenity Association.
- 8) To reject paragraph 4.20 of the report and to express continued support for the re-opening of Colinton Public Conveniences as part of the Council's scheme going ahead given (a) their location in the heart of Colinton village near to the Green Flag Spylaw Park; (b) the increasing number of visitors to the Colinton Tunnel as well as the Robert Louis Stevenson trail and Phoebe Traquair railings; and (c) the modern nature of the facilities which were in good condition and not subject to any anti-social behaviour issues.
- 9) To express disappointment at the manner in which they had been singled out without any clear evidence base and with no clear justification.

- moved by Councillor Mowat, seconded by Councillor Smith

Amendment 2

Add to existing recommendations:

- 1) In relation to immediate needs:
 - 1.1 - To agree to look at options for opening the currently closed public toilets as outlined in paragraph 4.30 of the report as soon as practicable, and consistent with public health advice.

1.2 – To agree to support Pentlands Hills Regional Park in its aim to install toilet facilities for Spring/Summer 2021.

1.3 – To agree to extend opening hours in peak footfall locations as necessary – for example, at the Meadows and Bruntsfield Links and at Portobello.

1.4 – To agree to provide enhanced signage as necessary to direct people to available facilities.

1.5 – To agree that additional temporary toilet facilities be placed at a central location on the Meadows on an urgent basis, to be available during periods of high demand and for as long as necessary.

2) In relation to future permanent provision:

2.1 – To request consideration of a permanent centrally-located toilet facility on the Meadows in addition to current provision, to address high and seasonal footfall in this location; and to agree to keep under review seasonal and high-demand capacity for Meadows and Bruntsfield Links.

2.2 – To request a review of options for other high footfall country parks and LNRs such as Hermitage of Braid and Blackford Hill.

- moved by Councillor Corbett, seconded by Councillor Booth

In accordance with Standing Order 22(12), Amendment 2 was accepted as an addendum to the motion.

Amendment 3

At end of recommendation 1.1.2, insert “and notes that no public toilets were proposed for closure as a result of this report”

- moved by Councillor Lang, seconded by Councillor Key

In accordance with Standing Order 22(12), Amendment 3 was accepted as an addendum to the motion.

Amendment 4

- 1) To approve the approach for the future provision of public conveniences in Edinburgh set out in paragraphs 4.3 - 4.10 of the report.
- 2) To note the assessment of the existing facilities and gaps in existing provision as set out in Appendix 1 of the report.
- 3) To note that it was intended to focus initially on provision of public conveniences in premier parks which did not currently have facilities.
- 4) To note the estimated investment required to create new or refurbished public conveniences.
- 5) To note the requested information on reopening all of the Council’s existing public conveniences whilst the COVID-19 restrictions remained in place.
- 6) To recognise that thousands of people gathered on the Meadows and Bruntsfield Links to socialise and enjoy the outdoors during good weather.

- 7) To note that the existing toilet facilities and opening hours were inadequate to cope with this level of demand.
 - 8) To regret the impact of public urination in residential streets surrounding the Meadows and the Links.
 - 9) To call for sufficient temporary toilet facilities to be placed at a central location on the Meadows on an urgent basis. Whilst temporary, these provisions should be capable of being available during periods of good weather and large gatherings.
 - 10) To request a briefing note be circulated to Councillors on the facilities installed.
 - 11) To note the longer-term work on city-wide, permanent, toilet provision as proposed in the report and requested that, as well as the replacement of existing facilities at east and west ends of the Meadows and Bruntsfield Links, that consideration was also given to a permanent centrally located toilet facility in the park, to address high footfall in this location.
- moved by Councillor Cameron, seconded by Councillor Bird

Voting

For the motion - 8 votes

For the amendment - 3 votes

(For the motion (as adjusted) – Councillors Bird, Booth, Cameron, Corbett, Doran, Key, Lang and Macinnes.

For Amendment 1 (as adjusted) – Councillors Mowat, Smith and Whyte)

Decision

To approve the following adjusted motion by Councillor Macinnes:

- 1) To approve the approach for the future provision of public conveniences in Edinburgh set out in paragraphs 4.3 - 4.10 of the report.
- 2) To note the assessment of the existing facilities and gaps in existing provision as set out in Appendix 1 of the report and to note that no public toilets were proposed for closure as a result of this report.
- 3) To note that it was intended to focus initially on provision of public conveniences in premier parks which did not currently have facilities.
- 4) To note the estimated investment required to create new or refurbished public conveniences.
- 5) To note the requested information on reopening all of the Council's existing public conveniences while the COVID-19 restrictions remained in place.
- 6) To agree to engage with all relevant stakeholders regarding the provision of toilets at Leith Links.
- 7) To welcome the report and to note the easing of lockdown was gradual and that outdoor recreation and meetings would remain a key part of social interaction during Summer 2021, making our parks and outdoor spaces even more important to the people of Edinburgh.

- 8) To further note the damaging behaviour by a minority of people in the Meadows, Portobello and in other locations in the City, and the negative impact on the surrounding residents and others using the park and other affected areas.
- 9) To refer the decision to Full Council to approve an additional £450k of additional resources from COVID funds for additional temporary public toilets, meeting accessibility needs, in premier parks that required additional facilities, including the Meadows, and other locations where people would congregate in large numbers over the summer months, including Portobello, with the understanding that if the Full Council Meeting of the 29 April 2021 did not go ahead, authority would be delegated to the Chief Executive to approve an additional £450k of additional resources from COVID funds for additional temporary public toilets.
- 10) To request that the Executive Director of Place identified locations from the list set out in Appendix 1 of the report where the provision of temporary toilets throughout the summer would be beneficial to managing the impact of increased footfall.
- 11) To delegate the decision on the final list of locations to the Executive Director of Place in consultation with Group Leaders.
- 12) To further note that there were a number of significant community projects already underway in Colinton, but to agree to engage with the local community to understand if a community asset transfer of Colinton's public toilets could be used as a vehicle for improving provision, as set out in paragraph 4.20 of the report. To agree to retain the Colinton Public Convenience throughout the process of local engagement and the development of any other alternative plans as part of the ongoing public conveniences strategy.
- 13) In relation to immediate needs:
 - 13.1 - To agree to look at options for opening the currently closed public toilets as outlined in paragraph 4.30 of the report as soon as practicable, and consistent with public health advice.
 - 13.2 – To agree to support Pentlands Hills Regional Park in its aim to install toilet facilities for Spring/Summer 2021.
 - 13.3 – To agree to extend opening hours in peak footfall locations as necessary – for example, at the Meadows and Bruntsfield Links and at Portobello.
 - 13.4 – To agree to provide enhanced signage as necessary to direct people to available facilities.
 - 13.5 – To agree that additional temporary toilet facilities be placed at a central location on the Meadows on an urgent basis, to be available during periods of high demand and for as long as necessary.
- 14) In relation to future permanent provision:
 - 14.1 – To request consideration of a permanent centrally-located toilet facility on the Meadows in addition to current provision, to address high

and seasonal footfall in this location; and to agree to keep under review seasonal and high-demand capacity for Meadows and Bruntsfield Links.

14.2 – To request a review of options for other high footfall country parks and LNRs such as Hermitage of Braid and Blackford Hill.

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

Councillor Doran declared a non-financial interest in the above item as she lived in the Portobello area.

7. Minutes

Decision

- 1) To approve the minute of the Transport and Environment Committee of 28 January 2021 as a correct record.
- 2) To approve the minute of the Transport and Environment Committee of 19 February 2021 as a correct record.

8. Transport and Environment Committee Work Programme

The Transport and Environment Committee Work Programme was presented.

Decision

To note the Work Programme.

(Reference – Work Programme, submitted.)

9. Transport and Environment Committee Rolling Actions Log

The Transport and Environment Committee Rolling Actions Log for April 2021 was presented.

Decision

- 1) To agree to close the following actions:
 - Action 4** – Electric Vehicle Infrastructure: Business Case
 - Action 13** – Motion by Councillor Miller – Tollcross Primary School Road Safety Improvements
 - Action 21 (3 & 5)** – Transport and Environment Committee Business Bulletin
 - Action 23** - Decriminalised Traffic and Parking Enforcement (Update)
 - Action 26** – City Mobility Plan – Draft for Consultation
 - Action 28** – Edinburgh: Million Tree City
 - Action 30** – Business Bulletin
 - Action 31** – City Mobility Plan – Public Consultation and Engagement Key Messages and Next Steps
 - Action 32 (1)** – Business Bulletin

Action 33 (1 & 2) – City Centre West to East Cycle Link and Street Improvements Project - Section 3(b) (North St David Street) - Representations to Traffic Regulation Order and Redetermination Order

Action 35 (1, 2, 3 & 4) – Spaces for People Update - November 2020

Action 37 – Motion by Councillor Webber – Intelligent Traffic Signals

Action 39 (1) – Business Bulletin

Action 40 (1& 3) – Spaces for People Update - January 2021

Action 41 – Lothian Buses Presentation

Action 48 (1 & 2) – Revenue Monitoring Update –2020/2021 Month seven position

2) To otherwise note the Rolling Actions Log.

(Reference – Rolling Actions Log, submitted.)

10. Delivery of the Road Safety Improvements Programme

a) Deputation – Ratho and District Community Council

A written deputation was presented on behalf of Ratho and District Community Council

The deputation advised that they understood that the proposal to be put to the Committee was for a pedestrian signalised crossing only. This arose from a petition considered by the Petitions Committee on 4 September 2014, regarding a request for the installation of traffic signals at the A71 Dalmahoy junction. The deputation requested that designs for the junction were based on vehicular signals as requested in the petition for the safety of all road users, vehicular and pedestrian, and not solely based cost alone.

b) Report by the Executive Director of Place

An update was provided on the Council's ongoing programme of road safety improvements and on the long-term trend of a significant reduction in the number of personal injury collisions occurring each year in Edinburgh.

An update was also provided on plans for short term improvements at the major junction at Portobello High Street/King's Road/Seafield Road East/Inchview Terrace/Sir Harry Lauder Road to improve safety for vulnerable road users. Approval, in principle, was requested to promote a Temporary Traffic Regulation Order (TTRO) to temporarily ban left turns for goods vehicles with an operating weight exceeding 7.5 tonnes, from Portobello High Street onto Sir Harry Lauder Road, for a period of up to 18 months.

Motion

1) To note the various workstreams included within the Council's programme of road safety improvements and the delivery of this programme in 2020-21 and 2021-22.

- 2) To note the long-term trend of a significant reduction in the number of personal injury collisions occurring each year in Edinburgh.
 - 3) To note that a new Road Safety Plan for Edinburgh was currently being developed to cover the period to 2030.
 - 4) To approve, in principle, the promotion of a Temporary Traffic Regulation Order (TTRO) to ban left turns for goods vehicles from Portobello High Street onto Sir Harry Lauder Road, as set out in paragraphs 4.32 – 4.47 of the report, should this be required as part of a programme of short term improvements at this junction to improve safety for vulnerable road users.
 - 5) To note that engagement with local stakeholders on the options for the road layout at the major junction at Portobello High Street/King's Road/Seafield Road East/Inchview Terrace/Sir Harry Lauder Road had concluded that there was one possible option which may secure support. This was now being designed for an independent road safety audit and would then be discussed further with stakeholders.
 - 6) To note that an update on plans for longer term improvements at this junction and other major junctions in the city would be presented to Committee in June 2021.
- moved by Councillor Macinnes, seconded by Councillor Doran

Amendment 1

- 1) To note the various workstreams included within the Council's programme of road safety improvements and the delivery of this programme in 2020-21 and 2021-22.
- 2) To note the long-term trend of a significant reduction in the number of personal injury collisions occurring each year in Edinburgh.
- 3) To note that a new Road Safety Plan for Edinburgh was currently being developed to cover the period to 2030.
- 4) To approve, in principle, the promotion of a Temporary Traffic Regulation Order (TTRO) to ban left turns for goods vehicles from Portobello High Street onto Sir Harry Lauder Road, as set out in paragraphs 4.32 – 4.47 of the report, should this be required as part of a programme of short term improvements at this junction to improve safety for vulnerable road users;.
- 5) To note that engagement with local stakeholders on the options for the road layout at the major junction at Portobello High Street/King's Road/Seafield Road East/Inchview Terrace/Sir Harry Lauder Road had concluded that there was one possible option which may secure support. This was now being designed for an independent road safety audit and would then be discussed further with stakeholders.
- 6) To note that an update on plans for longer term improvements at this junction and other major junctions in the city would be presented to Committee in June 2021.

- 7) To note that the improvements at Dalmahoy Junction had been long overdue and that only a fully signalised junction was appropriate to address the issues.
 - 8) To regret that despite local community assurances given to local elected members and Currie Community Council, the signalised pedestrian crossing at Lanark Road West / Stewart Avenue was absent from Appendix 4 of the report.
 - 9) To call for a report in once cycle as to the circumstances that continued to prevent this crossing from being programmed which originally pre-dated this Council and was initiated by Cllr Bill Henderson.
- moved by Councillor Webber, seconded by Councillor Whyte

Amendment 2

- 1) To note the various workstreams included within the Council's programme of road safety improvements and the delivery of this programme in 2020-21 and 2021-22.
- 2) To note the long-term trend of a significant reduction in the number of personal injury collisions occurring each year in Edinburgh.
- 3) To note that a new Road Safety Plan for Edinburgh was currently being developed to cover the period to 2030 for reporting to the Committee by the end of 2021
- 4) To approve, in principle, the promotion of a Temporary Traffic Regulation Order (TTRO) to ban left turns for goods vehicles from Portobello High Street onto Sir Harry Lauder Road, as set out in paragraphs 4.32 – 4.47, should this be required as part of a programme of short term improvements at this junction to improve safety for vulnerable road users;.
- 5) To note that engagement with local stakeholders on the options for the road layout at the major junction at Portobello High Street/King's Road/Seafield Road East/Inchview Terrace/Sir Harry Lauder Road had concluded that there was one possible option which may secure support. This was now being designed for an independent road safety audit and would then be discussed further with stakeholders.
- 6) To note that an update on plans for longer term improvements at this junction and other major junctions in the city would be presented to Committee in June 2021.
- 7) To agree that a status update on the speed reduction measures delivered under 4.11 of the report should be provided by way of a members' briefing within the next six months.

In accordance with Standing Order 22(12), paragraphs 3 and 7 were accepted as an addendum to the motion.

Voting

The voting was as follows:

For the motion (as adjusted) - 8 votes

For Amendment 1 - 3 votes

(For the motion (as adjusted) – Councillors Bird, Booth, Cameron, Corbett, Doran, Key, Lang and Macinnes

For Amendment 1 – Councillors Smith, Webber and Whyte)

Decision

To approve the following adjusted motion by Councillor Macinnes:

- 1) To note the various workstreams included within the Council's programme of road safety improvements and the delivery of this programme in 2020-21 and 2021-22.
- 2) To note the long-term trend of a significant reduction in the number of personal injury collisions occurring each year in Edinburgh.
- 3) To note that a new Road Safety Plan for Edinburgh was currently being developed to cover the period to 2030 for reporting to the Committee by the end of 2021
- 4) To approve, in principle, the promotion of a Temporary Traffic Regulation Order (TTRO) to ban left turns for goods vehicles from Portobello High Street onto Sir Harry Lauder Road, as set out in paragraphs 4.32 – 4.47, should this be required as part of a programme of short term improvements at this junction to improve safety for vulnerable road users;.
- 5) To note that engagement with local stakeholders on the options for the road layout at the major junction at Portobello High Street/King's Road/Seafield Road East/Inchview Terrace/Sir Harry Lauder Road had concluded that there was one possible option which may secure support. This was now being designed for an independent road safety audit and would then be discussed further with stakeholders.
- 6) To note that an update on plans for longer term improvements at this junction and other major junctions in the city would be presented to Committee in June 2021.
- 7) To agree that a status update on the speed reduction measures delivered under 4.11 of the report should be provided by way of a members' briefing within the next six months.

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

11. Secure On-Street Cycle Parking Project – Further Expansion

An update was provided on the current roll out of secure on-street cycle parking and, recognising that there was strong evidence of demand for additional capacity, both at locations where units had been installed or were already planned and at other locations throughout the city. Approval was sought a further roll out of 50 new locations (100 units) per year, for the next two years.

This would be subject to the award of Sustrans match funding towards the cost of the additional units.

Decision

To approve, subject to the award of Sustrans match funding, the addition of 50 new locations (100 units) per year to the Secure On-Street Cycle Parking project for the next two years.

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

12. Intelligent Traffic Signals – Variable Message Signs

In response to a motion by Councillor Webber, approved by Committee on 12 November 2020, the existing arrangements for Variable Message Signs (VMS) across the city and Car Parking Guidance Signs (CPGS) in the city centre were summarised. Plans to remove all of the CPGS, as part of the Spaces for People programme, and to remove or upgrade existing VMS signs were also set out. Alongside the upgrade of some existing signs, a new Common Database would support the dissemination of travel information in a variety of ways.

Decision

- 1) To note the current status of the Variable Message Signs (VMS) and Car Parking Guidance Signs (CPGS) across the city.
- 2) To note the plans being developed to remove and upgrade VMS as part of the Council's Smart Cities programme and to remove the CPGS as part of the Spaces for People programme.
- 3) To discharge the motion by Councillor Webber from Transport and Environment Committee on 12 November 2020.

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

13. Consultation on Further Extension of 20mph Network

A revised approach to undertaking a review of the potential to extend Edinburgh's current 20mph network was outlined. A consultation process seeking views on levels of support for extending the network and for identifying further streets for inclusion was outlined. Due to the Covid-19 pandemic and the restrictions in place for physical distancing, it had not been possible to deliver the original consultation programme, as approved by Committee on 27 February 2020, as planned.

Motion

- 1) To approve the revised consultation approach to the extension of 20mph speed limits as set out in the report.
 - 2) To approve the proposed criteria for assessing further streets for inclusion in the 20mph network.
- moved by Councillor Macinnes, seconded by Councillor Doran

Amendment

- 1) To request that the Council's new Consultation Policy be adopted for the extension of the 20mph speed limits as approved by the Policy and

Sustainability Committee on 20th April 2021 and that the revised approach be presented back in one cycle.

- 2) To approve the proposed criteria for assessing further streets for inclusion in the 20mph network.
- moved by Councillor Webber, seconded by Councillor Whyte

Voting

For the motion - 8 votes

For the Amendment - 3 votes

(For the Motion – Councillors, Bird, Booth, Cameron, Corbett, Doran, Key, Lang and Macinnes.

For the Amendment – Councillors Smith, Webber and Whyte.

Decision

To approve the motion by Councillor Macinnes:

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

14. Internal Audit: Overdue Findings and Key Performance Indicators as at 10 February 2021- referral from the Governance, Risk and Best Value Committee

The Governance, Risk and Best Value Committee had referred a report which provided an overview of the status of the overdue Internal Audit (IA) findings as at 10 February 2021. A total of 115 open IA findings remained to be addressed across the Council as at 10 February 2021. This included the one remaining historic finding and excluded open and overdue Internal Audit findings for the Edinburgh Integration Joint Board and the Lothian Pension Fund.

Decision

To continue consideration of the report to the Transport and Environment Committee of 17 June 2021.

(References – Governance, Risk and Best Value Committee, 23 March 2021; referral from the Governance, Risk and Best Value Committee, submitted.)

15. Transport Arms Length Organisations - Board and Auditor Appointments

Approval was sought for the appointment of Andrew Neal to the Board of Transport for Edinburgh (TfE) as a Non-Executive Director (NED) with immediate effect and to extend the appointments of existing NEDs on the Boards of both Lothian Buses Limited and Edinburgh Trams Limited until the arrangements for reform of the Transport Arms Length Organisations (ALEOs) were implemented.

Approval was also sought for the appointment of Azets Audit Services Limited as Auditor for Lothian Buses for a further year.

Decision

- 1) To note that the appointment of Directors to the Council's Transport Arms Length organisations (ALEOs) and the appointment of auditors at Lothian Buses Limited were Reserved Matters, which required the written consent of the Council.
- 2) To approve the appointment of Andrew Neal as a Non-Executive Director (NED) to the Board of Transport for Edinburgh (TfE) with immediate effect.
- 3) To approve the appointment of Azets Audit Services Limited as Auditor for Lothian Buses for a further year.
- 3) To agree to extend the appointment of existing Board Members for the ALEOs until the arrangements for ALEO reform are implemented.

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

Declaration of Interests

Councillor Macinnes declared a non-financial interest in the above item as Chair of Transport for Edinburgh.

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

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Work Programme

Transport and Environment Committee

17 June 2021

	Title / description	Purpose/Reason	Executive/Routine	Directorate/Lead Officer	Expected Reporting Date
1.	Place Directorate – Financial Monitoring	Quarterly report		Executive Director of Place Lead Officer: Susan Hamilton susan.hamilton@edinburgh.gov.uk	September 2021 November 2021 January 2022
2.	Waste and Cleansing Services Performance Update	Quarterly report		Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	September 2021 November 2021 April 2022
3.	Communal Bin Enhancement Update	Six-monthly report		Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	April 2021 November 2021
4.	Smarter Choices, Smarter Places Programme	Annual Report		Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	January 2022
5.	Transport Infrastructure Investment – Capital	Annual Report		Executive Director of Place Lead Officer: Cliff Hutt	June 2022

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Agenda Item 5.1

	Delivery Priorities			cliff.hutt@edinburgh.gov.uk	
6.	Public Utility Company Performance and Road Work Co-ordination	Annual Report		Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	September 2021 September 2022
7.	Annual Update on Council Transport Arms Length Companies	Annual report		Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	September 2021 September 2022
8.	Appointments to Working Groups	Annual report		Chief Executive Lead Officer: Veronica Macmillan 0131 529 4283 veronica.macmillan@edinburgh.gov.uk	November 2021
9.	Decriminalised Traffic and Parking Enforcement Update	Annual Report		Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	January 2022

Transport and Environment Committee Upcoming Reports

Appendix 1

Report Title	Directorate	Lead Officer
August 2021		
Leith Connections – Next Steps	Place	Miles Wilkinson
Corstorphine Connections – Next Steps	Place	Martyn Lings
Granton Waterfront Regeneration	Place	Sat Patel
City Mobility Plan – Citywide Mode Share Targets	Place	Ruth White
George Street and First New Town	Place	Jamie Robertson
Strategic Review of Parking Update	Place	Gavin Graham
September 2021		
Proposed Changes to Roads in Juniper Green	Place	Andy Edwards
Electric Vehicle Infrastructure Project	Place	Gavin Brown
Edinburgh St James – Next Steps for Central Island	Place	David Cooper

Future Provision of Public Conveniences	Place	Karen Reeves
Annual Report for Council Transport Arms Length Companies	Place	Daisy Narayanan
Place – Financial Monitoring	Place	Susan Hamilton
Public Utility Company Performance and Road Co-ordination	Place	Stuart Harding
Waste and Cleansing Services Performance Update	Place	Andy Williams
November 2021		
Pavements Clear of Signs	Place	Gavin Brown
Public Transport Priority Action Plan	Place	Stuart Lowrie
Air Quality Update	Place	Ruth White
Wardie Bay Beach Update	Place	Steven Cuthill
Waste and Cleansing Services Performance Update	Place	Andy Williams
Communal Bin Enhancement – Six Monthly Update	Place	Andy Williams
Waste and Cleansing Policies Annual Review	Place	Andy Williams

Appointments to Work Groups	Place	Veronica Macmillan
Future Committees		
Gilmore Place Driveway Parking Overhanging Footway Update	Place	Steven Cuthill
Smarter Choices, Smarter Places Programme Annual Report	Place	Daisy Narayanan
Transport Infrastructure Investment – Capital Delivery Priorities	Place	Sean Gilchrist
Decriminalised Traffic and Parking Enforcement Annual Update	Place	Gavin Graham
Update on Secure Cycle Parking	Place	Andrew Easson
Review of Cycle Provision	Place	Andrew Easson

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Rolling Actions Log

Transport and Environment Committee

17 June 2021

No	Date	Report Title	Action	Action Owner	Expected Completion on date	Actual Completion Date	Comments
Page 41 ¹	17 January 2017	Transport for Edinburgh Strategic Plan 2017 – 2021 and Lothian Buses Plan 2017-2019	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: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	September 2021		Lothian Buses presented to Committee in January 2021 on the impact of COVID-19. Council officers continue to work with the Transport ALEOs on the impacts of COVID-19 and ALEO reform.
2	9 March 2018	Special Uplifts Service	To agree that the Head of Place Management would confirm to members of the committee the area that had been procured for the	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	By March 2022		This is included in the Waste and Cleansing procurement plan for 2021/22

			pilot collection.				and Elected Members will be updated when the pilot has been procured.
3	9 August 2018	Public Transport Priority Action Plan	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.	Executive Director of Place Lead Officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	November 2021		The Bus Partnership Fund bid will have an impact on this activity and therefore the plan will be finalised once the outcome of the bid is known.
4	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: Andrew Easson andrew.easson@edinburgh.gov.uk	December 2019	December 2019	Closed 1 October 2020 This briefing was circulated December 2019.

			<p>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</p>		Early 2022		The roll-out has commenced. A report will be provided to committee once this has been operational for 12 months.
	6 December 2018	Transport and Environment Committee Rolling Actions Log	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: Gareth Barwell Gareth.barwell@edinburgh.gov.uk	Summer 2021		An update for members is currently being prepared.
6	6 December 2018	Transport Asset Management Plan (TAMP)	To agree that a description of a supplementary document on ensuring regular maintenance of these issues be included in the Business Bulletin update.	Executive Director of Place Lead Officer: Sean Gilchrist Sean.gilchrist@edinburgh.gov.uk	Late 2021		This information is being collated in time for the next TAMP update.

7	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: Ruth White ruth.white@edinburgh.gov.uk	Spring 2022		A Business Bulletin update is included in the papers for Committee on 17 June 2021.
Page 44 8	5 March 2019	Strategic Review of Parking – Results of Area 1 Review and Corstorphine Consultation Results	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.		January 2021		Closed 28 January 2021 This is included in the Strategic Review of Parking report on 28 January 2021.
			2. Notes the report identifies parking issues in Newbridge and the timetable which exists to take 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	Executive Director of Place Lead Officer: Gavin Brown 0131 469 3823 gavin.brown@edinburgh.gov.uk	September 2021		An update for Committee will be prepared for Committee in September 2021.

			Committee.				
9	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: Gavin Brown gavin.brown@edinburgh.gov.uk	March 2022		An update was included in the Business Bulletin on 22 April 2021. Since then, a Transport Officer has been appointed to lead this programme and the procurement process is almost complete. A report on progress will therefore be submitted to Committee in September 2021.
10	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	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	March 2022		An update was included in the Business Bulletin on 22 April 2021. Since then, a Transport Officer has been appointed to

			report will also outline potential funding for such a pilot.				lead this programme and the procurement process is almost complete. A report on progress will therefore be submitted to Committee in September 2021.
11 Page 46	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 revisit 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: David Wilson 0131 469 3912 david.wilson@edinburgh.gov.uk	Late 2021		
12	28 March 2019	Motion by Councillor Jim Campbell – Strategic Transport	To report back to the North West Locality Committee in one cycle setting out a strategic transport analysis	Executive Director of Place Lead Officer: Michael Thain michael.thain@edinburgh.gov.uk	On-going		This action is being progressed.

		Analysis North West Locality (referral from the North West Locality Committee)	of the North West Locality area.				
13 Page 47	20 June 2019	Public Transport Priority Action Plan Update	1. Recognises the unsatisfactory nature of the current report's conclusions and requests a further report focussing on further potential solutions for the A90 corridor within 2 cycles, subject to consultation with transport spokespeople and ward councillors.	Executive Director of Place Lead Officer: Stuart Lowrie stuart.lowrie@edinburgh.gov.uk	February 2020		Closed 1 October 2020 An update on the A90 was included in the Business Bulletin on 27 February 2020 .

			<p>3. 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</p>		November 2021		
			<p>4. Notes that a consultation on amending bus lane operational hours will be held between September and October 2019 and agrees to receive a consultation report at the first TEC of 2020.</p>		October 2020	October 2020	<p>Closed 1 October 2020</p> <p>This was raised in the draft City Mobility Plan. The consultation results are included on the agenda for Committee on 1</p>

							October 2020.
14	20 June 2019	Presentation by Lothian Buses	To agree to circulate the Lothian Buses Driver's Guide and Conditions of Carriage documents to committee members, as soon as they become available.	Executive Director of Place Lead Officer: Vicki Baillie victoria.baillie@edinburgh.gov.uk	On-going		These are currently being updated by Lothian Buses.
15	12 September 2019	Strategic Review of Parking – Review Results for Areas 4 and 5 and Proposed	1. 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	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	December 2021		This action links to City Mobility Plan and City Plan 2030.

		<p>Implementation Strategy</p>	<p>impact on that.</p>				
			<p>2. 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</p>		<p>January 2021</p>		<p><u>Closed 29 January 2021</u> An update on Strategic Review of Parking was included on the agenda on 28 January 2021.</p>

11 October
2019

[Evaluation of the
20mph Speed
Limit Roll Out](#)

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

Executive Director of Place
Lead Officer: Andrew
Easson
andrew.easson@edinburgh.gov.uk

February
2020

2021

27 February
2020

**Closed 1
October 2020**

This report was considered by Committee on [27 February 2020](#).

An update on the Council's Road Safety programme is presented to Committee on 22 April 2021.

			3. 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			27 February 2020	Closed 1 October 2020 This report was considered by Committee on 27 February 2020 .
Page 52 17	11 October 2019	Edinburgh's Low Emission Zones – update	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).	Executive Director of Place Lead Officer: Ruth White ruth.white@edinburgh.gov.uk	February 2020	27 February 2020	Closed 1 October 2020 A report was considered by Transport and Environment Committee on 27 February 2020 .
			2. To agree to have an update in the Business Bulletin in December 2019 on an overview of the		December 2019	5 December 2019	Closed 1 October 2020 This was included in the Business

			legislative options				Bulletin on 5 December 2019 .
			3. To agree to a briefing for members on the overview		June 2021		Recommended for closure A report on the Low Emission Zone Preferred Scheme is included on the agenda for Committee on 17 June 2021.
			4. To agree that supplementary reports and modelling work would be made public once available		June 2021		Recommended for closure A report on the Low Emission Zone Preferred Scheme is included on the agenda for Committee on 17 June 2021.
18	11 October 2019	Motion by Councillor Miller – Safe Cycle Journeys to School	1. To agree that Duddingston Road would be added to the forthcoming report on the review of cycle provision	Executive Director of Place Lead Officer: Andrew Easson andrew.easson@edinburgh.gov.uk	2021		
			2. To agree that a written update which would		2021		

5
December
2019

[Transport and
Environment
Committee
Business Bulletin](#)

clearly set out how the deputation's concerns could be addressed would be circulated to the deputation, the committee and the local ward councillors.

1. To agree to discuss development plans for the Lothianburn Park and Ride with planning officers.

Executive Director of Place
Lead Officer: Stuart Lowrie
Stuart.Lowrie@edinburgh.gov.uk

October 2020

**Closed 1
October 2020**

These discussions are on-going

2. To agree to a Business Bulletin update in six months on the progress of the Energy Efficient Street Lighting Programme.

Lead Officer: Alan Simpson
Alan.Simpson@edinburgh.gov.uk

August 2020

August
2020

**Closed 1
October 2020**

A briefing note was circulated in August 2020.

3. To agree to bring back an update to the Working in Partnership with Police Scotland with the inclusion of the outcome of discussions with Police Scotland on the lessons learned from the actions taken by the West Midland Police on Operation Close Pass.

Lead Officer: Stacey Monteith-Skelton
Stacey.Monteith-Skelton@edinburgh.gov.uk

April 2021

**Closed 22 April
2021**

This was included in the Business Bulletin on 22 April 2021.

			4. To agree to engage with the strategic context around the solutions for dealing with wider parking pressures and to bring back an update on this in the Business Bulletin.	Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	December 2021		This links to City Mobility Plan and will be considered as part of this work.
			5. To agree to consider options for a simplified road signage guide for members of public. This would include notification that the removal or displacement of signage was an offence.	Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	April 2021		Closed 22 April 2021 This was provided in the Business Bulletin on 22 April 2021.
50	5 December 2019	Progress Update on Edinburgh St James' GAM Works	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.	Executive Director of Place Lead Officer: David Cooper david.cooper@edinburgh.gov.uk	Autumn 2021		An update on this is included in the Business Bulletin on 22 April 2021.
21	5 December 2019	Kirkliston and Queensferry Traffic and Active Travel Study	To agree to a Business Bulletin update in six months on the progress of the actions as agreed in the report.	Executive Director of Place Lead Officer: Dave Sinclair david.sinclair@edinburgh.gov.uk	September 2021		The next update on this will be included in the Business Bulletin for Committee in

							September 2021.
22	5 December 2019	Gilmore Place Driveway Parking Overhanging Footway – Response to Motion	Agrees an update report within the next 12 months, on the impact of activities outlined in the report, any further measures to address the issue, and implications for other streets facing similar pressures.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	December 2021		To be progressed in Summer 2021.
Page 56 23	27 February 2020	Edinburgh Low Emission Zone - regulations and guidance consultation response and programme update	1. To agree that officers would provide an interim briefing partway through the development process and any questions would be sent to the Convener.	Executive Director of Place Lead Officer: Ruth White ruth.white@edinburgh.gov.uk	June 2021		A briefing for Elected Members will be prepared on the regulations and guidance that are necessary for local authorities to be able to introduce and enforce LEZs following primary legislation [Transport (Scotland) Act 2019.
			2. To agree that Action Plan on air quality would be updated and to agree		Spring 2022		An update is included in the

			that details of the contents of the report would be embedded in the update.				Business Bulletin for Committee on 17 June 2021.
24	27 February 2020	40mph Speed Limit Review	To agree to email Councillors when the TRO goes live.	Executive Director of Place Lead Officer: Andrew Easson andrew.easson@edinburgh.gov.uk	2021		This will be actioned when the TRO goes live.
25	1 October 2020	Business Bulletin	1.To agree that a briefing note would be provided with a timeline setting out when taxi ranks would be refreshed.	Executive Director of Place Lead Officer: Gavin Brown Gavin.Brown@edinburgh.gov.uk	April 2021		Closed 22 April 2021 This was updated in the Business Bulletin on 22 April 2021.
			2. To agree that officers would confirm if the Traffic Commissioner could look at commercial vehicles more widely with regard to the Low Emission Zone Scheme.	Executive Director of Place Lead Officer: Ruth White ruth.white@edinburgh.gov.uk	June 2021		This is being followed up with the Traffic Commissioner.
26	12 November 2020	Waste and Cleansing Service Policy Assurance Statement	To agree that a report would come back to the Transport and Environment Committee when the policy was in place to assess	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	November 2021		This will be updated in the next Annual Update on Waste and

			whether the regime would require further adjustment to ensure there was some contribution to the service that was being provided.				Cleansing Policies. An update on the impact of the student accommodation policy will be included in next policy assurance report which is due to Committee in November 2021.
Page 58	12 November 2020	Spaces for People – East Craigs Low Traffic Neighbourhood	To approve commencement of an Experimental Traffic Regulation Order and to propose a full public consultation prior to the decision by a later Transport and Environment Committee, (date to be confirmed), as part of the process for the introduction of a LTN in East Craigs as set out in paragraphs 4.23 - 4.30.	Executive Director of Place Lead Officer: Andrew Easson andrew.easson@edinburgh.gov.uk	Summer 2021		A report on the public consultation to date is included on the agenda for Transport and Environment Committee on 17 June 2021.
28	12 November 2020	Motion by Councillor Miller – Cyclist Fatality	Sends sincere condolences to the family and friends of the cyclist killed in a collision at the A199 /	Executive Director of Place Lead Officer: Andrew Easson andrew.easson@edinburgh.gov.uk	June 2021		An update on the review of the provision of safe routes for people travelling by bike

		Agenda – Transport and Environment Committee – 12.11.20	<p>A1140 junction on 2 November.</p> <p>Recognises that this is the second fatality of a cyclist at this junction within two years.</p> <p>Asks officers to review the provision of safe routes for people travelling by bike through this junction.</p>	h.gov.uk			through this junction was presented to Committee in April 2021.
29	28 January 2021	Transport and Environment Committee Business Bulletin	<p>1) To agree that the Briefing Note on Impact of Climate on Infrastructure Update would be appended to the Business Bulletin and published alongside the meeting papers for this meeting.</p>	<p>Executive Director of Place Lead Officer: Gareth Barwell gareth.barwell@edinburgh.gov.uk</p>	April 2021		<p>Closed 22 April 2021</p> <p>This was included in the Business Bulletin for April 2021.</p>
			<p>2) To request that as part of the “lessons learned and review of how the Council undertakes winter maintenance across the city” we seek to include a feasibility study as to how the Council can support, include and manage winter maintenance across the housing developments</p>	<p>Executive Director of Place Lead Officer: Cliff Hutt cliff.hutt@edinburgh.gov.uk</p>	June 2021		<p>Recommended for closure</p> <p>This report is included on the agenda for Transport and Environment Committee on 17 June 2021.</p>

			across the city during the interim period before roads are adopted. These citizens pay their Council tax and contribute to the city and therefore merit equitable and safe access to their local communities and services				
30	28 January 2021	Spaces for People Update - January 2021	<p>1) To agree that the Local Transport and Environment Manager would discuss with officers and developers to further explore what was possible regarding the footpath widening at the West End of Princes Street.</p> <p>2) To agree that officers would note the comments raised by the deputations and explore the issues raised regarding the issues of mobility and the issue of dropped kerbs</p>	<p>Executive Director of Place Lead Officer: Dave Sinclair david.sinclair@edinburgh.gov.uk</p>	April 2021		<p>Closed 22 April 2021</p> <p>The overhead narrow hoarding at this location has now been removed and grater space is available for safer pedestrian movement over this limited restriction.</p> <p>Officers will continue to explore the issues raised.</p> <p>In the short term, a workstream in the Spaces for People</p>

							programme is dedicated to the removal of street clutter from many of the city's streets. This work is being taken forward in partnership with Living Streets.
			3) Officers are asked to consider ways in which Silverknowes Road designs could take account of the desire for a direct and intuitive route				Closed 22 April 2021 As discussed at Committee in January 2021, unfortunately, there is not adequate road width available over the southern section of Silverknowes Road to introduce protected cycle lanes. The new route on Silverknowes Place is only 100m longer and

							directs less able cyclists to a safer Zebra crossing point, avoiding the roundabout. Confident cyclists can still use the main road if appropriate.
31 Page 62	28 January 2021	Strategic Review of Parking – Results Phase 1 Consultation and General Update	1) To request that officers explore the issue of a key workers permit and report back to Committee with a written response.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	September 2021		
			2) Agrees that prior to TROs being issued for feedback, relevant ward councillors will be issued with detailed plans of changes in the phase 1 areas for comment and review.		September 2021		
			3) Agrees to introduce garage permits as set out in para 4.30, with monitoring and feedback from businesses and residents in		September 2021		

			these locations reported back to committee in 18 months of implementation within any update report on the strategic review of parking				
32	28 January 2021	Trial Closure of Brunstane Road and Associated Measures to Mitigate intrusive Traffic in the Coillesdene Area	1) To agree that specific monitoring of Coillesdene Avenue would take into consideration the retirement home.	Executive Director of Place Lead Officer: Cliff Hutt cliff.hutt@edinburgh.gov.uk	June 2021		Recommended for closure The December 2020 traffic survey on Coillesdene Avenue was undertaken between Milton Drive and Coillesdene Gardens. This gave a good indication of traffic speed issues near to the retirement home. The current survey shows that the average speed is slightly below the 20mph speed limit on Coillesdene

							Avenue, with the 85th percentile speed around 25mph. Future traffic counts for the scheme will continue to include Coillesdene Avenue.
			2) To agree that parking measures would be considered on Brighton Place.		June 2021		The parking provision on Brighton Place and Southfield Place will be monitored during the trial. Any issues which arise will be considered to determine if changes to the existing parking restrictions may be appropriate. In parallel, the Parking Development team have advised that they will be submitting a

							report seeking delegated authority to promote additional parking restrictions on the south-east side of Southfield Place.
33	28 January 2021	Waste and Cleansing Services Performance Update	1) To note with encouragement the small uplift in recycling tonnages towards the end of quarter 2 and requests a briefing note is circulated detailing the following: - the work that is being done to communicate changes to recycling services to residents given the ongoing developing circumstances; and - with the guidance for those who can work from home from the Scottish and UK Governments, what can be done to encourage recycling rather than landfill disposal of waste.	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	April 2021		The communications plan is currently being developed and will be shared with Elected Members when complete.
			2) To request a Business Bulletin update in April or		June 2021		Recommended for closure

			June before the consultation with local authorities planned for the Litter Monitoring System detailed in Appendix 4 detailing the perceived benefits and limitations of the System to ensure that the committee is aware of any limitations in the information which may be provided to them going forward				This is included in the Waste and Cleansing Performance update at Committee on 17 June 2021.
34 Page 66	28 January 2021	Trams to Newhaven: Commencement of Statutory Procedures for Traffic Regulation Order	To note that traffic modelling and counting was used to understand what saturation was expected at the junction and that data would be provided for bikes if they were available.	Executive Director of Place Lead Officer: Hannah Ross hannah.ross@edinburgh.gov.uk	June 2021		
35	28 January 2021	Internal Audit: Overdue Findings and Key Performance Indicators at 30 October 2020 – referral from the Governance, Risk and Best Value Committee	To agree that officers would identify which audit actions could be reported directly to the Transport and Environment Committee as the parent Committee for Place related actions and that future presentations of the paper make it easier to identify which Internal Audit Overdue Management	Executive Director of Place Lead Officer: Alison Coburn Alison.coburn@edinburgh.gov.uk	June 2021		Recommended for closure. A report on the Internal Audit Actions under the remit of Transport and Environment Committee is included on the agenda on 17

			Actions related to the parent Committee.				June 2021. If required in future when Internal Audit Actions are referred from Governance, Risk and Best Value Committee, a specific update for Committee will be prepared.
36 Page 67	28 January 2021	2020 Air Quality Annual Progress Report	<p>1) Calls for an update to committee within two cycles outlining:</p> <p>1 - Estimates of the impact for actions that have not yet been quantified, and an estimate of when these actions will result in the air quality targets being achieved</p> <p>2 - Options of additional actions that would deliver clean air for committee to consider</p> <p>3 - Resource requirements within the council to deliver the actions and to write a</p>	Executive Director of Place Lead Officer: Ruth White ruth.white@edinburgh.gov.uk	November 2021		An update is included in the Business Bulletin on 17 June 2021

			new plan as previously agreed by committee				
			2) To agree to contact bus operators in Edinburgh to suggest they discuss with Lothian Buses about the way they are trialling the use of electric buses to explore if there are similar commercial opportunities.		June 2021		<p>Recommended for closure</p> <p>A report on the Low Emission Zone Preferred Scheme is included on the agenda for Committee on 17 June 2021.</p>
37 Page 68	28 January 2021	<p>Motion by Councillor Rose – Pedestrian crossing in Bernard Terrace</p> <p>Agenda – Transport and Environment Committee – 28.01.21</p>	<p>Committee:</p> <p>1) Notes after lengthy discussions and requests from members of the local community over a period of several years, proposals for a pedestrian crossing in Bernard Terrace, close to the junction with St Leonard’s Street were included in the South East Participatory Budgeting Process in early 2018.</p> <p>2) Notes the proposals came top of the list and that, it is understood, capital was set aside for the crossing.</p>	<p>Executive Director of Place Lead Officer: Andrew Easson andrew.easson@edinburgh.gov.uk</p>	October 2021		<p>The design for this scheme is complete and tendering is underway. It is hoped that a contractor will be appointed by the end of May 2021.</p>

			<p>3) Notes the full package of plans for a Zebra crossing at the location have been drawn up by consultants and have been safety checked.</p> <p>4) Notes that Southside Community Council and members of the local community have continued to support these plans but are concerned about the delay in implementing the decision taken.</p> <p>5) Notes the provision of a crossing supports the policy priorities for pedestrians and active travel.</p> <p>6) Resolves that this project should proceed to delivery as soon as possible.</p>				
38	28 January 2021	<p>Motion by Councillor Webber – EV Infrastructure</p> <p>Agenda – Transport and Environment Committee – 28.01.21</p>	<p>Requests a progress report to the June 2021 Transport and Environment Committee detailing action on the procurement plan and communication strategy, as well as general progress, as outlined in today’s Business Bulletin.</p>	<p>Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk</p>	September 2021		<p>An update was included in the Business Bulletin on 22 April 2021. Since then, a Transport Officer has been appointed to lead this</p>

							programme and the procurement process is almost complete. A report on progress will therefore be submitted to Committee in September 2021.
39	28 January 2021	Motion by Councillor Lang – Cammo Road trial closure	Requests that officers engage with ward councillors and bring forward a report in one cycle, setting out the options for running a trial through-road closure of Cammo Road during 2021.	Executive Director of Place Lead Officer: Dave Sinclair david.sinclair@edinburgh.gov.uk	June 2021		Recommended for closure A report is presented to Committee on 17 June 2021.
40	19 February 2021	City Mobility Plan	1) Asks that Officers liaise with Transport Scotland and Network Rail, and report to Committee within 2 cycles on the possibilities surrounding the South Suburban Line being considered for use.	Executive Director of Place Lead Officer: Ruth White ruth.white@edinburgh.gov.uk	June 2021		Recommended for closure This information is included in the Business Bulletin on June 2021.
			2) Calls for officers to reflect development of national transport strategy and		Review in early 2022		

			priorities at the first major review of the City Mobility Plan				
41	22 April 2021	Business Bulletin	1) To agree that the Head of Place Management would assess whether a report could be brought to the next meeting of the Transport and Environment Committee on the Cammo Road Trial Closure.	Executive Director of Place Lead Officer: Gareth Barwell gareth.barwell@edinburgh.gov.uk	June 2021		Recommended for closure Report included on the agenda for Committee on 17 June 2021
			2) To agree to provide a briefing note how on well the Council are to undertake the climate risk assessment.	Executive Director of Place Lead Officer: Gareth Barwell gareth.barwell@edinburgh.gov.uk	June 2021		
			3) To agree to provide a briefing note detailing discussions that have taken place with other Local Authorities on the bus partnership fund.	Executive Director of Place Lead Officer: Jamie Robertson Jamie.robertson@edinburgh.gov.uk	June 2021		A briefing note is being prepared for Committee.
			4) To agree to provide a briefing note providing further details on the George Street and First New Town (GNT) Public Realm Project.	Executive Director of Place Lead Officer: Jamie Robertson Jamie.robertson@edinburgh.gov.uk	June 2021		A briefing note is being prepared for Committee.

			5) To agree to brief ward members and relevant stakeholders on the outcomes of the results of the junction turning counts, pedestrian counts and speed counts at the Liberton Brae and Kirk Brae junction.	Executive Director of Place Lead Officer: Gavin Brown Gavin.brown@edinburgh.gov.uk	August 2021		This information will be issued following the summer recess.
			6) To agree to clarify whether the online reporting of close passes was a legislative matter of a matter of funding	Executive Director of Place Lead Officer: Gavin Brown Gavin.brown@edinburgh.gov.uk	August 2021		
			7) To agree to refer to grit bins in the forthcoming report of the Transport and Environment Committee in June 2021.	Executive Director of Place Lead Officer: Cliff Hutt Cliff.hutt@edinburgh.gov.uk	June 2021		Recommended for closure This is included in the Winter Weather report on 17 June 2021.
			8) To agree to provide an update report on the Roseburn to Union Canal project.	Executive Director of Place Lead Officer: Andrew Easson Andrew.easson@edinburgh.gov.uk			
42			1) Expresses disappointment with the	Executive Director of Place	June 2021		Recommended

22 April 2021	Spaces for People - April 2021 Update	suggested pause in the Orchard Brae uphill cycle segregation and the Portobello to Musselburgh route. Agrees that options to deliver Portobello to Musselburgh cycle segregation within the SfP programme should be looked at urgently, as well as other options to deliver it as soon as possible	Lead Officer: Dave Sinclair david.sinclair@edinburgh.gov.uk			for closure This is included in the proposals for an ETRO as part of moving forward from Spaces for People.
		2) To agree to have further engagement with the deputation on Capital Cars and ECPH around what was possible in terms of private cars with regard to bus gates.	Executive Director of Place Lead Officer: Dave Sinclair david.sinclair@edinburgh.gov.uk			
		3) The Executive Director of Place to discuss directly with SUStans to assess whether an extension of time would be possible	Executive Director of Place Lead Officer: Paul Lawrence Paul.lawrence@edinburgh.gov.uk	April 2021		Recommended for closure This was discussed with Sustrans and agreed for inclusion as part of development of plans for moving forward with Spaces for

							People.
43	22 April 2021	Delivery of the Road Safety Improvements Programme	Agrees that a status update on the speed reduction measures delivered under 4.11 should be provided by way of a members' briefing within the next six months.	Executive Director of Place Lead Officer: Andrew Easson andrew.easson@edinburgh.gov.uk	November 2021		
44	22 April 2021	Wardie Bay and Beach - Response to Motion	Agrees that officers should engage with the community, local ward Councillors, and landowners to set up a management agreement, lease, or similar agreement enabling the Council to take on responsibility for the management and development required to support the bathing designation of Wardie Bay. The outcome of these discussions should be reported back to Committee within three cycles	Executive Director of Place Lead Officer: Steven Cuthill steven.cuthill@edinburgh.gov.uk	November 2021		
45	22 April 2021	Communal Bin Review Update	1) A clear expectation from Committee that the engagement that has been asked for is undertaken as rapidly as possible. That the information is put out as	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	September 2021		Engagement is underway. An update will be provided in a business bulletin to Committee in

		<p>quickly as possible to allow a degree of feedback into that across all the Community Councils referenced incorporating the New Town and Broughton Community Council. To look at some kind of augmentation with the communication plan that was already planned. To make clear that there was limited time, Committee expects residents to have an opportunity to feedback directly in to the service and if there were any requirements for change after that period of engagement that the service would move to explain what it can accommodate and what it cannot accommodate. A reference would be made back to committee on the outcome of that engagement.</p>				September 2021.
		2) Note the intention to review 'Bring Sites' and agrees that any proposal to	Executive Director of Place Lead Officer: Andy	September 2021		It is proposed to bring an update on this to

			remove specific bring sites should be subject to a decision by the committee	Williams andy.williams@edinburgh.gov.uk			Committee in September 2021.
46	22 April 2021	Future Provision of Public Conveniences	1) Refers the decision to Full Council to agree an additional £450k of additional resources from COVID funds for additional temporary public toilets, meeting accessibility needs, in premier parks that require additional facilities, including the meadows, and other locations where people will congregate in large numbers over the summer months, including Portobello, with the understanding that if the Full Council Meeting of the 29 April 2021 does not go ahead, authority would be delegated to the Chief Executive to approve an additional £450k of additional resources from COVID funds for additional temporary public toilets.	Executive Director of Place Lead Officer: Gareth Barwell Gareth.barwell@edinburgh.gov.uk	April 2021		Recommended for closure This report was referred to Council in April 2021.
			2) Requests the Director of Place identifies locations from the list set out in	Executive Director of Place Lead Officer: Gareth	May 2021		Recommended for closure This action was

			<p>Appendix 1 of the report where the provision of temporary toilets throughout the summer would be beneficial to managing the impact of increased footfall.</p> <p>Delegates the decision on the final list of locations to the Director of Place in consultation with Group Leaders.</p>	<p>Barwell</p> <p>Gareth.barwell@edinburgh.gov.uk</p>			<p>completed in May 2021.</p>
			<p>3) Further notes that there are a number of significant community projects already underway in Colinton, but agrees to engage with the local community to understand if a community asset transfer of Colinton's public toilets could be used as a vehicle for improving provision, as set out in 4.20. Agrees to retain the Colinton Public Convenience throughout the process of local engagement and the development of any other alternative plans as part of the ongoing public conveniences strategy.</p>	<p>Executive Director of Place Lead Officer: Gareth Barwell</p> <p>Gareth.barwell@edinburgh.gov.uk</p>	<p>September 2021</p>		<p>Recommended for closure</p> <p>Meeting held on 4 June with Ward Councillors and community representatives. The outcome will be reported to Committee in September 2021</p>

		4) Agrees to look at options for opening the currently closed public toilets as outlined in paragraph 4.30 as soon as practicable, and consistent with public health advice.	Executive Director of Place Lead Officer: Gareth Barwell Gareth.barwell@edinburgh.gov.uk	May 2021		Recommended for closure Five toilets reopened on 1 June 2021. The remainder will be open by the end of June 2021.
		5) Agrees to support Pentlands Hills Regional Park in its aim to install toilet facilities for Spring/Summer 2021.	Executive Director of Place Lead Officer: Gareth Barwell Gareth.barwell@edinburgh.gov.uk	June 2021		Recommended for closure Temporary toilets to be installed w/c 14 June 2021 at Harlaw, Bonaly and Thriepmuir
		6) Agrees to extend opening hours in peak footfall locations as necessary – for example, at the Meadows and Bruntsfield Links and at Portobello.	Executive Director of Place Lead Officer: Gareth Barwell Gareth.barwell@edinburgh.gov.uk	June 2021		Recommended for closure The opening hours of these facilities was extended on 1 June 2021.
		Agrees to provide enhanced signage as necessary to direct people to available facilities.	Executive Director of Place Lead Officer: Gareth Barwell Gareth.barwell@edinburgh.gov.uk	Summer 2021		A review of signage will be progressed. To date, 18 way marking signs have been

						installed in the Meadows
		7) Agrees that additional temporary toilet facilities be placed at a central location on the Meadows on an urgent basis, to be available during periods of high demand and for as long as necessary;	Executive Director of Place Lead Officer: Gareth Barwell Gareth.barwell@edinburgh.gov.uk	June 2021		Recommended for closure Temporary toilets to be installed in central location in the Meadows on 15 June 2021
		8) Requests consideration of a permanent centrally-located toilet facility on the Meadows in addition to current provision, to address high and seasonal footfall in this location; and agrees to keep under review seasonal and high-demand capacity for Meadows and Bruntsfield Links.	Executive Director of Place Lead Officer: Gareth Barwell Gareth.barwell@edinburgh.gov.uk	June 2021		Recommended for closure Temporary toilets to be installed in central location in the Meadows on 15 June 2021
		9) Requests a review of options for other high footfall country parks and LNRs such as Hermitage of Braid and Blackford Hill.	Executive Director of Place Lead Officer: Gareth Barwell Gareth.barwell@edinburgh.gov.uk	September 2021		A review has been completed. The outcome will be reported to Committee in September

						20212021.	
			<p>10) Notes the estimated investment required to create new or refurbish public conveniences; and accelerates exploration of commercial and community partnerships to deliver facilities based on a concessions model, reporting back to Committee within two cycles (noting this approach has already been taken for a combined café and public conveniences at Joppa)</p>	<p>Executive Director of Place Lead Officer: Gareth Barwell Gareth.barwell@edinburgh.gov.uk</p>	September 2021		This will be reported to Committee in September 2021
			<p>11) When the public toilets were closed at Haymarket to facilitate the delivery of the Haymarket development the sale was conditional on re-provisioning these facilities within the development and were detailed on the original planning permission; notes that the current planning permission does not show public toilets provided and instructs officers to investigate</p>	<p>Executive Director of Place Lead Officer: Gareth Barwell Gareth.barwell@edinburgh.gov.uk</p>	September 2021		This will be reported to Committee in September 2021

			whether this burden was not transferred in subsequent sales and report back to Committee with their findings.				
			12) To agree to engage with all relevant stakeholders regarding the provision of toilets at Leith Links.	Executive Director of Place Lead Officer: Gareth Barwell Gareth.barwell@edinburgh.gov.uk			Recommended for closure Leith Links is to be a pilot in the Thriving Greenspaces project whereby a masterplan, including provision of toilets, will be devised in conjunction with local community
47	22 April 2021	Motion by Councillor Webber - Proposed Changes to Roads in Juniper Green Agenda – Transport and Environment	“Committee Notes Juniper Green & Baberton Mains Community Council (JGBMCC) is keen to act in response to their own observations and those of their community. Notes that JGBMCC have consulted widely and extensively with the local community both to gather	Executive Director of Place Lead Officer: Andy Edwards Andy.edwards@edinburgh.gov.uk	September 2021		

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ideas and on a proposed solution, initially raised by one of the local community police officers after observing the issues first-hand during a community speed watch initiative with Cllr Susan Webber

Agrees to:

- Introduce no entry (eastbound) to junction of Woodhall Terrace and Baberton Avenue for motorised vehicles. This means continued access for cyclists
- Runs 24/7, as opposed to being restricted to specific hour

Further agrees to look at the feasibility of widening the pavement to make crossing easier but it might be best to initially enforce this through a temporary barrier as this would enable faster implementation.

Accepts these changes will

reduce 'rat runners' and improve the safety of local residents by reducing the risk of an accident, especially during rush hour. This is also consistent with a number of Council and Government policies such as Safer Routes to School.

Notes, these proposed changes have the support of all local Councillors and calls for a report by the Director of Place be brought in a minimum of 2 cycles detailing the actions required to implement these proposals.

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Business bulletin

Transport and Environment Committee

10.00am, Thursday, 17 June 2021

Virtual Meeting, via Microsoft Teams

Transport and Environment Committee

Convener:	Members:	Contact:
<p>Councillor Lesley Macinnes (Convener)</p>  <p>Councillor Karen Doran (Vice-Convener)</p> 	<p>Councillor Scott Arthur Councillor Eleanor Bird Councillor Gavin Corbett Councillor Graham Hutchinson Councillor David Key Councillor Kevin Lang Councillor Claire Miller Councillor Stephanie Smith Councillor Iain Whyte</p>	<p>Alison Coburn, Operations Manager 0131 529 3149</p> <p>Veronica MacMillan Committee Services 0131 529 4283</p> <p>Martin Scott Committee Services 0131 529 4237</p>

Recent news	Background
<p>Update on Edinburgh’s Air Quality Action Plan (Nitrogen Dioxide)</p> <p>Air Quality Action Plans are a statutory requirement under the Environment Act 2005 as a mechanism for local authorities to address the areas of poor air quality identified in their air quality management areas (AQMAs). Edinburgh currently has six AQMAs, five of these for the pollutant nitrogen dioxide (NO₂).</p> <p>Edinburgh’s current Air Quality Action Plan (AQAP) for NO₂ was developed in 2003 and revised in 2008. Progress on actions in the plan and other measures the Council is undertaking which affect air quality, have been reported</p>	<p>Ruth White Acting Team Manager</p> <p>Wards affected: All</p>

annually within Edinburgh's Air Quality Annual Progress Report.

All these measures have been successful in reducing and maintaining the levels of NO₂ to below statutory objectives in some areas. The Council is set to amend the AQMA at St John's Road this year as the Hourly Objective for NO₂ has been met for the past four years. The Annual Mean remains breached. Revoking the AQMAs at Inverleith Row and Great Junction Street will also be considered. These were declared for breaches of the Annual Objective only, which has been met for two and three years, respectively.

However, although there is a general downward trend in levels of NO₂ across Edinburgh, there remains hotspot areas of poor air quality which a new AQAP will address.

Resourcing and Funding

A realignment of resources to support delivery of the Low Emission Zone project and progress on the Council's City Mobility Plan, has meant work on the Action Plan is now progressing. This will be supported by additional resource and expertise from external consultants experienced in devising local authority AQAPs, to alleviate pressures on officers' time to deliver other statutory air quality work.

The Council has been awarded funding from the Scottish Government's Air Quality Action Plan 2021-22 grant scheme to cover the cost of consultancy work to support the revision and update of the Action Plan and associated Strategic Environmental Assessment. The procurement process for this is underway.

Action Plan Stages and Timescales

Writing a new AQAP is a multistage process and must follow statutory technical guidance.

The initial role of the consultant will be to undertake a review of the actions in the existing Plan. The review will consider the success or otherwise of these actions and help identify those which remain relevant going forward into the updated AQAP. This will be part of a wider review of all relevant national, regional and local policies, plans and programmes which have the potential to impact air quality in the AQMAs. Committee will be provided with a summary of the findings of the initial review in late Autumn.

Implementation of the Low Emission Zone scheme will be the principal action in the Plan; however, this will be supported by additional measures which will contribute to improving air quality within the AQMAs. These supporting measures will be developed with the assistance of the Scottish Environment Protection Agency (SEPA), whose modelling assessment work under the National Modelling Framework for LEZs, will be important. SEPA have been experiencing technical difficulties due to their system's cyber-attack last December and supporting work has been affected.

Following the development and evaluation of measures to support the improvement in air quality, a Draft Air Quality Action Plan containing the shortlist of proposed measures will be available for Committee consideration in early Spring 2022, prior to public consultation.

Review of Safety for Vulnerable Road Users at Major Junctions

On [12 November 2020](#) Transport and Environment Committee approved an Emergency Motion requesting that officers urgently consider how to improve safety for vulnerable road users at the city's major junctions, by reducing the risk of conflict between vehicle drivers and other road users.

Initial information on key considerations and next steps for undertaking such a review was provided as part of the Business Bulletin on [28 January 2021](#).

Since then, a review of the city's transport network has been undertaken, in partnership with key stakeholder groups Spokes, Living Streets Edinburgh Group and the Edinburgh Access Panel, and an initial long list of around 130 junctions has been drawn up for potential inclusion in the review. This list is being reviewed against existing Council work programmes, to identify those junctions where improvements are already planned, the scope of these improvements and their expected delivery date.

This information will be used to agree a significantly reduced list, of perhaps around 30 junctions, for more detailed investigations. Surveys will be undertaken at these junctions to gather data on pedestrian, cyclist and traffic behaviour and a more detailed review of each junction's layout and features will be undertaken.

[Andrew Easson](#)

Road Safety and Active Travel Manager

Wards affected – **All**

The resultant information will be used as part of a formal assessment and prioritisation process, which is currently being developed in consultation with the above key stakeholder groups. This is expected to include assessing and scoring each junction against a number of factors, to identify around 10-15 junctions that are considered to be the most in need of improvement.

Factors that will be considered as part of the assessment process are likely to include:

- Long term casualty records;
- Pedestrian and cyclist numbers and types;
- Traffic speeds and volumes;
- Potential hazards for pedestrians, cyclists and people with disabilities;
- Potential to act as a barrier to walking and cycling journeys;
- Condition of current infrastructure; and
- Opportunity for public realm improvements.

A further update will be provided to the Committee once the assessment process is complete and the junctions that this prioritises for improvement have been identified.

School Travel Plan Review Update

Work commenced in November 2020 on a review of the school travel plans for every school cluster in the city.

Information on the review was provided to the Committee as part of the Business Bulletin on [28 January 2021](#). The Committee requested that updates on progress be provided at every second Committee meeting.

The subsequent closure of schools and older children undertaking home learning, due to the COVID-19 pandemic, has prevented the direct engagement with schools and, in particular, pupils necessary to ensure the success of the review. Work was therefore temporarily suspended following the survey of the James Gillespie's school cluster.

The review will re-commence in August when the schools return after the summer break and an updated programme will be uploaded onto the Streets Ahead website by mid-July. The updated programme will prioritise those

Following a review of the Road Safety programme, it was identified that a systematic review of all school travel plans was required, to ensure that resources allocated to improving routes to school are targeted at locations where they have the potential to deliver the greatest benefits.

Contact:

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

Wards affected – All

schools where Spaces for People measures have been implemented.

Edinburgh South Suburban Railway

A Coalition motion on [19 February 2021](#) asked that Council officers liaise with Transport Scotland and Network Rail on the possibilities surrounding the reopening of the Edinburgh South Suburban Railway (ESSR) for passenger use.

The potential for reopening (ESSR) to passengers has been kept under review for a number of years, including detailed feasibility work in 2008, discussions with Network Rail and Transport Scotland in 2019 and, more recently, analysis undertaken as part of [Edinburgh's Strategic Sustainable Transport Study Phase 1](#) for its potential as a transit/metro type service.

Following the motion further discussions were held with both Transport Scotland and Network Rail.

Network Rail is happy to work with passengers and freight to help achieve their rail aspirations but confirmed several considerations to reopening of the line to passenger traffic, including:

- The need for a business case (STAG) to determine the transport problem(s) that opening the ESSR would address;
- They have a number of immediate priorities including the decarbonisation of the network and further electrification, in order to meet the decarbonisation of domestic traction target in Scotland by 2035 as well as making the railway more affordable to passengers and taxpayers;
- The local rail network is already at, or near capacity, particularly at Waverley and Haymarket stations;
- The ESSR is currently used by the rail industry for freight and as an emergency diversionary route for East Coast Main Line and West Coast Main Line services; and
- Previous station locations may no longer be suitable due to, for example, changes in accessibility legislation. Potential station locations would need to be considered as part the business case.

Transport Scotland suggested that the use of the ESSR for passenger transit may feature in the Strategic Transport

[Ruth White](#)

Acting Team Manager

Wards affected: TBC

Projects Review 2 (STRP2) Phase 2 due to be published in Autumn 2021 but were unable to provide details ahead of publication. If the potential to reopen the ESSR for passengers features as a commitment in STPR2, this will be explored further at that stage.

George Street and First New Town (GNT) Public Realm Project

The George Street and the First New Town (GNT) project is nearing the completion of a finalised Concept Design which will determine the layout and operational principles for the associated streets. A full report on the finalisation of the Concept Design is planned for Committee in August 2021.

Now that the end of the Concept Design stage is approaching, the project will soon advance to the next design stage; Royal Institute British Architects (RIBA) Design Stage 3 (Spatial Co-ordination). This will include preparation and commencement of all statutory processes, including Traffic Regulation Orders. These necessary consents are required to be promoted during Autumn this year to enable the construction of the project to commence during 2023 (in line with the Sustrans funding agreement).

In order to progress the next phase of the programme (RIBA Stage 3), a procurement exercise to secure the necessary technical consultancy support to deliver the Stage 3 design and consultation and engagement tasks has been undertaken and is nearing conclusion. This most recent procurement also offers the potential to retain consultancy support for the remainder of the project as appropriate.

The delivery of Stage 3 and all associated internal project management costs will be 100% funded via Sustrans' Places for Everyone grant funding.

Construction of the project is due to commence in 2023 and to be completed by end of 2025.

[Jamie Robertson](#)

Strategic Transport
Planning and Projects
Development Manager

Ward affected – 11

City Mobility Plan

The Council has received a Petition from two private hire vehicle companies to judicially review the decision to approve the [City Mobility Plan](#) (CMP).

The Committee is asked to note the position; that officers will keep the Committee informed; and that if as a result of this

[Ruth White](#)

Acting Team Manager

Wards affected: All

petition any amendments to the CMP are ordered, are thought to be required or are otherwise advisable, the matter will be included on the agenda of the Committee for its August 2021 meeting.

Forthcoming activities:

Transport and Environment Committee

10.00am, Thursday, 17 June 2021

Potential retention of Spaces for People measures

Executive/routine	Executive
Wards	All
Council Commitments	16, 18

1. Recommendations

- 1.1 Transport and Environment Committee is asked to:
 - 1.1.1 Note that measures introduced under the Spaces for People programme, using Temporary Traffic Regulation Orders (TTROs), remain in place while the public health advice requires physical distancing measures to manage the spread and impact of COVID-19. TTROs are kept under review in accordance with the legislation and there is ongoing liaison with Transport Scotland about the likely duration of the current measures and guidance;
 - 1.1.2 Note the update in Appendix 1 on the existing schemes;
 - 1.1.3 Note the background to retaining some Spaces for People measures, the feedback received through the Market Research, Consultation and Stakeholder surveys carried out and the officer assessment of the existing schemes;
 - 1.1.4 Note the recommendations for each scheme, based on the categories set out in paragraphs 4.75 – 4.113 and individual schemes (as set out in Appendix 2);
 - 1.1.5 Note that work will be undertaken to minimise those negative impacts on people with limited mobility, and to mitigate other impacts of schemes as appropriate; and

1.1.6 Refer this report to the City of Edinburgh Council meeting on 24 June 2021 for approval of the recommendations on both the categories and individual schemes set out in this report, and commencement of necessary statutory processes for the schemes which are approved for retention.

Paul Lawrence

Executive Director of Place

Contact: Gareth Barwell, Head of Place Management

E-mail: Gareth.barwell@edinburgh.gov.uk

Potential retention of Spaces for People measures

2. Executive Summary

- 2.1 This report sets out the approach taken by the Council to consider the possible retention of Spaces for People (SfP) measures in the longer term to help meet Council priorities as set out in the recently approved Council Business Plan and City Mobility Plan.
- 2.2 The results of the consultation and scheme assessments are set out below and in the report Appendices with recommendations on the retention and removal of measures.

3. Background

- 3.1 On [14 May 2020](#) Policy and Sustainability Committee approved criteria to be used to create temporary walking and cycling infrastructure schemes and the notification process for the introduction of these schemes.
- 3.2 The Scottish Government's SfP programme was introduced in May 2020 to protect Public Health, reduce the likelihood of danger to the public and provide safe options for essential journeys. The City of Edinburgh Council received funding of £5.25m for SfP schemes in the city.
- 3.3 Regular updates on the introduction of schemes and on changes proposed following scheme reviews have been presented to the Transport and Environment Committee. The most recent update was in [April 2021](#).
- 3.4 The current public health guidance in response to Coronavirus (COVID-19) still includes the requirement to maintain physical distancing to prevent the spread of the virus. The measures introduced under Spaces for People (SfP) between April 2020 and May 2021 have been in place under Temporary Traffic Regulation Orders (TTROs). The public health guidance, and associated guidance from Transport Scotland, remains in place. TTROs are required to be kept under review and this will continue while the public health requirements remain in place. This ongoing review will include liaising with Transport Scotland in relation to the likely duration of the guidance and the SfP programme.
- 3.5 Appendix 1 provides an update on the existing schemes and the recommendations from the recent scheme reviews.

- 3.6 On [28 January 2021](#) Transport and Environment Committee noted the intention to review the current measures to determine if it would be beneficial to retain or adapt them to support the Council's wider strategic objectives, as set out in the [report](#).

4. Main report

Strategic Context

- 4.1 The SfP schemes are temporary measures, introduced specifically to provide more space for walking, wheeling and cycling as a response to the Coronavirus pandemic. In some cases, it is considered that the design and scope of the schemes also has the potential in the longer term to support:
- 4.1.1 The Council [Business Plan](#) priorities on net zero carbon and wellbeing; and
 - 4.1.2 The aims of the [City Mobility Plan](#), the [Active Travel Action Plan 2016](#), and the [Edinburgh City Centre Transformation](#) programme which set out a path for transport in the city that helps tackle climate change, address poverty and inequality and improve safety, health and wellbeing.
- 4.2 A core aspect of the Council's response to the climate emergency is an aim for Edinburgh to achieve net zero carbon emissions by 2030. To achieve this, action to encourage more people to choose active travel and public transport over private car use will be required.
- 4.3 In the recently published [Edinburgh by Numbers](#) survey, 73% of people across Edinburgh are very concerned about the climate emergency, indicating that support for action amongst residents is high.
- 4.4 Within this strategic context, Transport and Environment Committee agreed to assess all of the existing SfP measures to determine whether it would be appropriate to retain or adapt measures beyond the period of the pandemic.
- 4.5 In order to assess the existing measures, there were four key elements of the review carried out:
- 4.5.1 Market Research;
 - 4.5.2 Resident Survey; and
 - 4.5.3 Business and Stakeholder Surveys; and
 - 4.5.4 Officer assessment of measures against the agreed priorities of the Council.

Approach to Consultation

- 4.6 To capture as wide a range of feedback as possible, the consultation approach included surveys of residents, businesses and stakeholders (on the Council's Consultation Hub website) as well as market research.
- 4.7 To ensure accessibility for a wide range of people, the consultation was made available in a range of formats such as regular print, large print, braille and translation into other languages. A British Sign Language video was also displayed on the project website to further widen access to people with hearing loss.
- 4.8 The consultation and market research questions focused on three key areas:

- 4.8.1 How much people supported or opposed retaining various types of measure, across a five point range from strongly support to strongly oppose;
 - 4.8.2 What people considered to be the main benefits or disadvantages of retaining measures, with equal weight and prominence given to both opposing aspects of potential responses; and
 - 4.8.3 Which measures people would especially like to see retained or removed.
- 4.9 In addition, respondents were also asked what forms of transport they had used on streets with measures in place, and how they had travelled around Edinburgh before and during the COVID-19 pandemic.
 - 4.10 There was criticism during the consultation that some of the schemes included for feedback were not yet fully implemented. In such cases, the survey provided brief information on all of the proposed measures and the measures were also shown on a map linked from the consultation webpage.
 - 4.11 A petition against safety measures was published on www.change.org and has 16,809 signatories.

Results from Market Research and Consultation Hub Surveys

Introduction

- 4.12 The market research was carried out by independent consultants, SMG and Jump Research, on behalf of the Council in accordance with market research industry standards. 583 responses were received. The purpose of the market research was to complement the consultation responses, which are self-selecting, by securing a statistically representative sample of the views of Edinburgh residents.
- 4.13 Surveys for residents and businesses were launched on the Council's Consultation Hub. Around 17,600 people responded to the survey for residents and 179 businesses responded.
- 4.14 The results of the feedback received are summarised below and provided in more detail in the Appendix 6.

Support for/Opposition to Retaining Spaces for People Measures

- 4.15 Tables 1a to 1c summarise responses to a question about overall levels of support for retaining the various types of measure introduced under the Spaces for People programme.

Table 1: How much do you support or oppose retaining the following types of measure as a means of achieving longer term Council objectives? (%)

1A. Market research results - residents

	Support or strongly support	'Neither' or 'don't know'	Oppose or strongly oppose
Schools measures	65	19	16
Protected cycle lanes	59	14	27
Shopping streets	59	18	23
City centre	61	16	23
Leisure connections	51	20	29
Quiet connections'	45	26	29

1B. Consultation Hub responses - Individuals

	Support or strongly support	'Neither' nor 'don't know'	Oppose or strongly oppose
Schools measures	48	12	40
Protected cycle lanes	38	6	56
Shopping streets	37	9	54
City centre	42	12	46
Leisure connections	35	7	58
Quiet connections'	32	13	55

1C. Consultation Hub responses - Businesses

	Support or strongly support	'Neither' or 'don't know'	Oppose or strongly oppose
Schools measures	28	17	55
Protected cycle lanes	22	8	70
Shopping streets	19	9	72
City centre	24	13	63
Leisure connections	18	11	71
Quiet connections'	14	19	67

- 4.16 The key points to note are:
- 4.16.1 The consultation and market research surveys are slightly different in nature. This is because the consultation response only includes people who were motivated to take part in the consultation. This means that the responses provided are unlikely to be statistically representative of the whole population.
 - 4.16.2 Relating to the market research survey, the sample of 600 people gives a +/-4% with a 95% confidence level. In simple terms, this means that if the Council ran same survey again with 600 different Edinburgh residents it is expected that the result of that survey to be within 4% for 19 out of 20 questions.
 - 4.16.3 Both the Consultation Hub results for individuals and the market research results show approximately the same ranking of levels of support:
 - 4.16.3.1 Strongest support for measures at schools, followed by measures in the city centre;
 - 4.16.3.2 Lower levels of support for shopping street measures and protected cycle lanes; and
 - 4.16.3.3 Lowest levels of support for Leisure Connections and Quiet connections, with a significant proportion of market research respondents saying they weren't aware of these measures.
 - 4.16.4 The results from businesses show markedly higher levels of opposition. The highest level of opposition is to measures in shopping streets, reflecting significant concerns from businesses over effects of the measures on their viability.
- 4.17 It is worth noting that in previous cases where consultation and market research has been carried out on the same topic, for example 20mph speed limits, a similar pattern was observed, with much higher levels of opposition in consultation results compared with answers to market research.

Perceived benefits or disadvantages of retaining measures

- 4.18 The main themes on benefits and disadvantages of potentially retaining SfP measures from individuals (either in the market research or public consultation), mentioned by 33% or more of respondents, are summarised in Table 2.

Table 2: Themes

PERCEIVED BENEFITS	Market Research	Consultation
Easier and safer for children and parents to walk or cycle	54%	48%
Improvements for people walking	47%	34%
Improvements for people cycling	37%	38%
More space and better links for walking/cycling/jogging	34%	31%
Making things easier for people using wheelchairs or with mobility issues.	33%	29%

PERCEIVED DISADVANTAGES	Market Research	Consultation
Traffic increases due to diversions caused by road closures	43%	65%
Increased traffic congestion	40%	62%
Harder for residents to park or receive deliveries	38%	56%
Inconvenience to car users from roads closed to traffic	36%	42%
Harder for businesses to receive deliveries	32%	46%
Less car parking in shopping streets	23%	34%
Making things harder for people who use a wheelchair	20%	33%
Fewer people shopping locally	17%	33%

4.19 The results from individual respondents and the market research were very similar with the key perceived benefits to those walking, cycling, jogging or wheeling and the key perceived disadvantages related to traffic increases, especially related to road closures, and difficulties parking and receiving deliveries. Less parking in shopping streets, and fewer people shopping locally, were also seen as disadvantages.

4.20 The results identified that wheelchair users both benefitted from more space, but also saw the measures as making things harder for people who use a wheelchair.

Measures for Retention or Removal

4.21 People and businesses were asked which individual measures they would most like to see retained or removed. In the consultation hub survey, people were also given the option to select either retaining or removing most or all of the measures. The questions were framed slightly differently in the market research, in this case people were given a 'none' option but were asked about individual streets in a way that was not considered practical for the consultation hub survey because of the time

required to complete the survey. In the market research people were also given an 'unsure' option which was not available on the consultation hub.

- 4.22 High level results of the questions about individual streets are summarised below. Around half of consultation respondents felt that no measures should be retained/ most removed. This compares with around 25% of market research respondents. In contrast, around 27% of consultation respondents thought no measures should be removed, compared with around 36% of market research respondents.

Table 3: Retain or Remove Measures

RETAIN - measures already in place	Market Research (MR)	Consultation
None	25%	52%
Most or all	n/a	24%
Specific streets chosen	47%	19%
Unsure (MR) No answer (Cons)	28%	5%
REMOVE - measures already in place	MR	Consultation
None	35%	27%
Most or all	n/a	44%
Specific streets chosen	29%	19%
Unsure (MR) No answer (Cons)	36%	9%

RETAIN - new measures	MR	Consultation
None	28%	56%
Most or all	n/a	23%
Specific streets chosen	39%	11%
Unsure (MR) No answer (Cons)	33%	10%
REMOVE - new measures	MR	Consultation
None	37%	28%
Most or all	n/a	47%
Specific streets chosen	26%	13%
Unsure (MR) No answer (Cons)	37%	12%

- 4.23 Support for removal or retention of individual schemes in the market research, public consultation and business consultation can be seen the consultation feedback (Appendix 6). (It should be noted that the answers on retaining or removing individual schemes have been given by a relatively small proportion of those asked.

- 4.24 From the feedback it is clear that:

4.24.1 All school measures had either net support or at worst a neutral response to retention;

- 4.24.2 City centre measures, including Princes Street East End, Victoria Street, George IV Bridge and Waverley Bridge had relatively high levels of support for retention in both market research and public consultation;
- 4.24.3 In both the public and business consultation results, several of the shopping streets measures, including Morningside Road; Bruntsfield; St Johns Road, Corstorphine; and Raeburn Place attracted the highest levels of net support for removal. However, the market research showed modest net support for retention of these measures;
- 4.24.4 Support for retention versus removal of protected cycle lanes on individual streets was varied. For example, Dundee Street and Fountainbridge attracted high levels of support in both market research and public consultation and Duddingston Road saw slightly more respondents favouring retention than removal. However, on some streets, notably Drum Brae North, Lanark Road, and Comiston Road, there was significant net support for removal; and
- 4.24.5 As with protected cycle lanes, there was significant variation in the level of support for measures to facilitate leisure connections. For example, the Braid Road closure attracted the highest level of net support for removal in both the public consultation and market research, though there was also a significant level of support for retention.

General Information

- 4.25 The surveys also gathered information on the age and gender of respondents as well as information on how they travelled before and during the pandemic.
- 4.26 Both the market research and consultation saw almost equal numbers of male and female respondents.
- 4.27 Relatively few respondents to the Consultation Hub were 24 or under (4%), compared with 15% of the Edinburgh population (as estimated from the 2018 People's Survey). 44% of consultation respondents were in the 45-64 age group, compared with 28% of the Edinburgh population. 8% of market research respondents were 24 or under, with 38% in the in the 45-64 age group. Percentages in the 25-44 and 65+ age groups were close to those recorded in the People's Survey.
- 4.28 Results of the market research were weighted by age and sex to deliver results as representative as possible of the Edinburgh population.

Travelling Around Edinburgh

- 4.29 People were asked which means of transport they had used most often before and during the pandemic. A summary of this information shows:
- 4.29.1 Both people who mostly travelled most by car (+10%) and those who cycle (+7%) were more represented in the consultation responses compared to the market research. People who mostly travelled by bus pre-pandemic appear to be under-represented; and

4.29.2 Not surprisingly, walking, cycling and driving all appear to have increased as most commonly used forms of transport during the pandemic, with public transport use falling.

Table 4: Means of Transport

Means of transport most often used around Edinburgh BEFORE pandemic	Market Research	Consultation
Bus	40%	22%
Car	28%	38%
Walk	24%	27%
Cycle	3%	10%
Other	4%	3%

4.30 The survey also sought to understand the familiarity that respondents had with the measures introduced. The results show:

4.30.1 A high proportion of respondents to both market research and consultation were familiar with most Spaces for People measures;

4.30.2 Between 80% and 90% of market research respondents said they were familiar with measures on shopping streets, in the city centre, at schools and with new protected cycle lanes;

4.30.3 Even higher percentages of consultation respondents said they were familiar with measures;

4.30.4 For most of the types of measure, a majority of people said they had personally used streets that had the relevant type of measure installed;

4.30.5 People were somewhat less familiar with measures to provide more space for exercise with 79% of market research respondents were familiar with, and 47% had used, a street with this type of measure;

4.30.6 The lowest level of familiarity was with new 'quiet connections', but still 65% of market research respondents said they were familiar with this type of measure and 36% said they had used a street with this type of measure.

Response to the Business Survey

4.31 179 responses were received to the survey for businesses.

4.32 In general, the businesses feedback expressed concern about SfP measures, and their impacts and/or their retention.

4.33 One of issues businesses were most concerned about was the difficulties they had experienced with deliveries because of the removal of space for deliveries and of parking. Businesses described receiving multiple deliveries per day and having to walk significant distances in order for their delivery to be received.

4.34 Businesses also reported that customers to services such as nurseries and dental practices had reported experiences of having difficulty parking, especially those with mobility issues who depended on cars. Equality and safety issues were major

concerns highlighted by business respondents and it was felt that the Council had not taken these issues into consideration.

- 4.35 Concerns about falls in footfall and 'passing trade' were reported, along with a feeling that people are shopping at retail parks more. However, it should be noted that some other survey data suggests that alongside large increases in online shopping, shopping locally has increased during the pandemic ['Return to work research' carried out for the Council by Progressive Partnership in December 2020 showed 40% of people shopping locally more often; 46% about the same; 14% less often].

Open feedback

- 4.36 Individuals and businesses were invited to add comments to their responses, in both the market research and Consultation Hub submissions. This resulted in a nearly 30,000 comments.
- 4.37 The comments made in the market research were relatively evenly balanced between those supporting and opposing retention, whilst those made in response to the public consultation were predominantly critical of the measures/in support of removing them.
- 4.38 For those in support of measures, the comments centred around the greater priority and safety afforded to pedestrians and cyclists and recognising the positive impacts this can have on road safety, congestion, mobility, health and the environment.
- 4.39 The most common themes from those in favour of removing measures were traffic diversion and congestion, road safety, accessibility, visual impact and road maintenance.
- 4.40 There were some concerns over the aesthetics and quality of the measures, particularly in the World Heritage Site, and also that signage could be clearer to give more advanced notice for road users.
- 4.41 Respondents voiced anger that businesses and residents had not been "properly" consulted prior to the measures being implemented and it was felt that the Council had "*used pandemic as excuse to implement a lot of these measures*" with their needs and views have not been taken into account.
- 4.42 There were some who felt that there were no issues to warrant the changes made and/or that measures were a waste of money, suggesting that the Council should focus on other work such as repairing potholes etc.
- 4.43 Some respondents felt that the measures were not widely used and therefore were for the minority, disadvantaging the majority.
- 4.44 A summary analysis of the comments received has been published on the Council's website. More detailed thematic analysis work is still underway at the time of publication of this report. This analysis relates to answers on the overall benefits and disadvantages of potential retention.

4.45 In addition, analysis of comments on individual measures is underway. These comments will be considered in developing the detailed designs for each scheme in advance of making each traffic order.

Fraudulent responses to online survey

4.46 Committee is asked to note a significant attempt to unduly influence the public consultation was detected, with a single resident creating a bot which automatically submitted more than 18,000 responses to the consultation. All these responses were strongly opposed to the SfP measures. All of these responses were removed from consideration and are not reflected in results reported.

4.47 This has been reported to Police Scotland.

4.48 As part of the Council's investigation of this incident, a small number of multiple responses from the same individuals were also identified and removed from consideration.

4.49 Following the unprecedented scale of this attempt to undermine and skew the results to this consultation and in addition to the current measures which successfully identified and prevented fraudulent responses to the consultation, the Council will be taking the following actions:

4.49.1 Responses to Council consultations will now, by default, assume individuals responding must supply their name and a valid email address. Previously, the default was that consultations would be anonymous. Anonymous consultations may still be used where anonymity of respondents is clearly desirable;

4.49.2 Responses will now require individuals to supply a full postcode by default. Consultations may still waive this requirement where anonymity is clearly desirable;

4.49.3 The Council has requested changes to its consultation system which will automatically flag any similar attempts; and

4.49.4 Security of consultation processes will be considered by the newly established Consultation Advisory Panel, introduced as part of new Consultation Policy, and will be introduced into the training of staff undertaking consultations in future.

4.50 These measures are considered proportionate and will help to prevent any future activity of this kind which aims to undermine genuine local engagement with citizens. There is a risk that some of these measures may discourage a portion of residents responding to future Council consultations. This will be monitored, and Council processes may be reviewed accordingly.

4.51 There was no breach of data security and no additional data security protections are required to implement the measures outlined.

Stakeholder responses

4.52 The Convener of Transport and Environment Committee hosted briefings with stakeholders to invite feedback. Feedback was also invited through the

Consultation Hub and by email. In total, 20 submissions were made from a variety of groups and organisations.

- 4.53 Stakeholders expressed a wide range of views. Some, including The University of Edinburgh, Living Streets, Spokes and Better Edinburgh for Sustainable Travel, expressed support or strong support for keeping measures in place. Many expressed broad support for measures designed to make streets safer and more attractive and/or more specifically for measures to be made permanent.
- 4.54 The key themes of concern expressed by Stakeholders mostly related to the perceived negative impact the measures may have on those with reduced mobility and sight loss (raised by almost every stakeholder). In summary:
- 4.54.1 Reduction in parking was seen to have made it more difficult for blue badge holders to park their cars;
 - 4.54.2 Introduction of cycle lanes has raised safety concerns for those dropping off or picking up individuals with reduced mobility;
 - 4.54.3 Installation of bollards has impeded access, making it more difficult for people with disabilities to gain kerbside access;
 - 4.54.4 Where roads have been closed, stakeholders reported that this had caused issues with congestion on other roads and displaced road traffic onto adjacent streets;
 - 4.54.5 A perceived lack of enforcement of measures was mentioned by some stakeholders; and
 - 4.54.6 Some expressed concern at the structure of the consultation, believing that insufficient weight has been given to business opinion.
- 4.55 A small number of stakeholders included comments supporting or opposing the retention of individual projects or about design details. These are highlighted in the summary report of Stakeholder comments. Comments on individual design details will be considered should the relevant projects be retained.
- 4.56 Lothian Buses raised two main concerns:
- 4.56.1 The impact of the closure of Waverley Bridge on visibility, passenger facilities and additional costs; and
 - 4.56.2 The potential for increased delays to buses at certain locations, in particular where protected cycle lanes have reduced space available for other vehicles on the approach to some junctions, sometime resulting in a reduced queuing capacity.

Assessment of Measures

- 4.57 The criteria agreed by Transport and Environment Committee in January 2021 included:
- 4.57.1 Does the project encourage walking and/or cycling?
 - 4.57.2 Does the project have beneficial impacts on the street environment?

- 4.57.3 What are the project's likely impacts on public transport?
- 4.57.4 What are the project's likely impacts on traffic disturbance of communities?
- 4.57.5 What are the project's likely impacts on residents of streets that are the subject of measures?
- 4.57.6 What are the project's likely impacts on businesses?
- 4.57.7 What are the project's likely impacts on disabled street users?
- 4.58 These criteria were developed in more detail for the purposes of carrying out the scheme assessments.
- 4.59 Appendix 2 shows the scheme assessments against each criterion, noting key market research and consultation feedback on individual schemes.
- 4.60 Each criterion has been colour-coded, based on an assessment of its positive, neutral or negative impact, together with an indication of the significance of the impact.
- 4.61 For each scheme, there is a recommendation and details of the Traffic Order which would be required.
- 4.62 The following other factors were taken into consideration in formulating recommendations:
- 4.62.1 Potential interaction between projects introduced under SfP and other planned projects. For example, SfP has introduced measures with similar effects to projects previously proposed/planned on Victoria Street and Cockburn Street under Edinburgh City Centre Transformation (ECCT), and to a local one-way/ cycle contraflow project for Braidburn Terrace;
 - 4.62.2 Street clutter and pedestrian barrier removal, while an action undertaken by SfP, was not considered as an additional pedestrian benefit during scoring as are no plans to reinstate this street furniture (removal is fully consistent with the Council's [street design guidance](#)); and
 - 4.62.3 Retention of limited parts of schemes that are otherwise being removed, for example, sections of widened footway on local shopping streets where footways are particularly narrow.
- 4.63 There are some schemes which are proposed for retention, or in the case of the Musselburgh to Portobello connection and measures in Orchard Brae for installation, which have been identified as potentially having significant negative impacts for disabled street users. These are typically related to ability to park and/or to drop off a passenger who has a disability. Further consideration will be given as to ways in which designs can be amended to ameliorate these impacts as projects are taken forward.

Taking Projects Forward – Legal Process

- 4.64 The Road Traffic Regulation Act 1984 provides that the roads authority can make temporary orders (TTROs) to introduce restrictions or prohibitions on a road if the roads authority is satisfied that there is a likelihood of danger to the public. The SfP

TTROs were made on the basis that the incidence and transmission of COVID-19 presented a likelihood of danger to the public; this was in line with the Transport Scotland guidance; *Coronavirus (COVID-19) Guidance on Temporary Traffic Regulation Orders and Notices (April 2020)*.

- 4.65 A small number of notifications of legal challenge have been received since the introduction of SfP measures in 2020. However, none of these notifications or other correspondence have resulted in formal legal challenges or proceedings being raised against the Council.
- 4.66 For most of the schemes where retention is recommended, it is proposed to do so on an experimental basis for a limited time initially, aligned to economic recovery, and in order to monitor how the city's transport network is used, to ensure that there is protection for active travel modes and to monitor any impact on public transport.

Experimental Traffic Regulation Orders (ETROs)

- 4.67 The Road Traffic Regulation Act 1984 provides that the roads authority may make an order for the purpose of carrying out an experimental scheme of traffic control. This is an Experimental Traffic Regulation Order, or an ETRO. ETROs can continue in force for up to 18 months.
- 4.68 The process to be taken for ETROs is proposed as follows:
- 4.68.1 Drafting the required orders, following development of detailed designs for each scheme. In doing so, officers will consider the feedback on individual schemes received during the consultation and will incorporate suggestions into the detailed design where possible;
 - 4.68.2 Advertising of ETROs in accordance with legislative requirements
 - 4.68.3 Consideration of objections in accordance with legislative requirements and in line with Council Scheme of Delegation which requires a report to Committee where more than six material objections received from the public; and
 - 4.68.4 If approved for implementation, the ETROs will be monitored once installed (monitoring proposals will be reported to Committee prior to implementation).
- 4.69 The monitoring information and feedback received following implementation will be reported to Committee with recommendations on next steps. Depending on the outcome of monitoring, it may be that permanent TROs will be brought forward in the future. This will be done to ensure that there is sufficient time to make the appropriate arrangements for TROs before the ETROs expire.

Alterations to projects during ETRO period

- 4.70 The ETROs will be drafted with the objective of allowing further changes to measures during the experimental period, maximising the potential to continue to 'learn by doing'. Orders will always allow for restrictions to be relaxed, for example, for the length of a street subject to parking restrictions to be reduced. But the aim

will be to also allow other changes that might reasonably be part of an experiment, for example:

4.70.1 Enabling one-way restrictions to operate in either direction (with appropriate signing); or

4.70.2 Changing the effect of a restriction (to make it less restrictive).

4.71 Committee is asked to note that it is not possible to add new measures or increase restrictions under ETROs from those initially advertised. For example, the length of a street that is subject to parking or loading restrictions can't be increased.

Traffic Regulation Orders

4.72 For schemes which, following monitoring, are proposed for retention on a permanent basis, a report on permanent TROs will need to be brought forward at the same time as the six month review of the ETRO to allow time for this to be considered, the appropriate Orders advertised and any objections dealt with, before the time limitation on the ETRO is reached.

Consultees for Traffic Orders

4.73 The statutory consultees for Traffic Orders include Police Scotland, The Scottish Ambulance Service, The Fire Service, The Freight Transport Association, The Road Haulage Association.

4.74 In addition, the legislation indicates that the Council should consult other organisations (if any) representing persons likely to be affected by any provision in the order as the authority thinks appropriate. The Council would generally include Spokes, Living Streets, Community Councils, groups representing residents, groups representing the disabled and groups representing businesses.

Officer Recommendations on Schemes

4.75 As referenced in the background, the current public health guidance in respect of COVID-19 indicates that measures are still required to maintain physical distancing. It is therefore expected that all schemes will remain in place (subject to regular review) under the existing TTRO arrangements. This will be kept under review as the Scottish Government guidance is updated.

4.76 The recommendations in Appendix 2 are for the retention or removal of measures post-pandemic. For those schemes recommended for retention, reference to the Traffic Order most appropriate has been included.

4.77 As stated above, the assessment took into account the feedback received from residents (through the consultation survey and market research) and feedback from businesses and stakeholders.

4.78 Under each theme of the SfP programme, the recommendations can be broadly summarised as follows:

Schools

4.79 The schemes which have been implemented around many of the schools in the city have largely been well received and considered effective.

- 4.80 As with the other schemes which are proposed to be developed into an ETRO, it would seem prudent to retain those schemes that have the support of school communities when public health guidance changes.
- 4.81 This will allow the operation of these schemes to be monitored (particularly in light of potential changes in travel patterns as some parents may return to their normal working environment and be more likely to drop off children in private vehicles), prior to making a decision on whether they should become permanent. Prior to the advertisement of an ETRO, officers will engage with school management teams and will amend or remove any scheme designs where there is not the support of the school.
- 4.82 With the above in mind, it is proposed to re-prioritise the School Travel Plan review and work with schools which have had part time vehicle prohibitions under SfP, with a view to developing measures tailored to the individual schools and which have support from the school concerned and the parents.
- 4.83 It is envisaged that the review process will be completed for the relevant schools by the end of 2021.
- 4.84 The current measures are generally in place around the school gates, rather than across a wider area surrounding individual schools. It is considered that, in many cases, it is likely that experimental measures could be more extensive and would require dedicated signage to indicate the restrictions in place. Therefore, officers will progress discussions with individual schools in term 1 of school year 2021/22.
- 4.85 Consideration will be given to necessary legal orders to retain or introduce new measures in line with School Travel Plan proposals. Based on liaison with schools over the past year, it is considered likely that measures at most schools will be either retained or extended.
- 4.86 A number of waiting and loading restrictions have been introduced near schools under SfP, in most cases protecting crossing points etc. It is considered that these would be fully justified to be retained on a permanent basis (this does not include lines introduced purely to protect temporary planters). Therefore, it is proposed to bring forward full TROs (not ETROs) to make these waiting and loading restrictions permanent.
- 4.87 At some schools, localised footway widenings have been introduced in response to COVID-19. These have generally been specifically to facilitate physical distancing and may not be necessary when public health advise changes. In most cases it is proposed to remove these pending the review of School Travel Plans, however some may be retained.
- 4.88 Four new temporary access paths have been laid at Kirkliston, Liberton, Gylemuir and St Mark's Roman Catholic Primary schools. It is proposed to replace these with permanent materials.

City Centre

- 4.89 The following recommendations are made for city centre projects:

- 4.89.1 Street pedestrianisations introduced under SfP for Victoria Street and Cockburn Street are consistent with ECCT and are providing additional space for business trading. It is therefore proposed to keep these interventions in place on an experimental basis;
- 4.89.2 ECCT also included pedestrian priority on Waverley Bridge. It is therefore proposed that this should be sustained on an experimental basis but that urgent work should take place with operators and other stakeholders to identify possible alternative locations for tour bus and airport services.
- 4.89.3 The pedestrian and cycle infrastructure on Forrest Road, George IV Bridge and the Mound has provided effective extra space for road users and the measures were supported for retention. However, there are ongoing issues with business servicing on George IV Bridge and the measures on George IV Bridge and Forrest Road are very different from the Council's permanent proposals for these streets as part of the Meadows to George Street active travel project. On this basis it is proposed to remove the SfP measures on George IV Bridge and Forrest Road when the public health guidance permits, whilst retaining the uphill segregated cycle lane on The Mound (with replacement infrastructure); and
- 4.89.4 The temporary footway widening/ bus stop infrastructure at the east end of Princes Street is not considered suitable for the post-pandemic situation and should be removed when the public health guidance permits.

Shopping streets

- 4.90 The temporary infrastructure, introduced through SfP, in shopping streets has allowed, and is continuing to allow, people to maintain physical distancing while visiting local shops.
- 4.91 The City Mobility Plan sets out an approach to improving the quality of space in our town centres. Such improvements are integral to the concept of creating 20 minute neighbourhoods. Furthermore, the Edinburgh Street Design Guidance provides a practical handbook for transforming our town centres into better places, providing a greatly improved environment for both walking and cycling.
- 4.92 The assessment of the SfP measures concluded that, despite achieving some benefits for pedestrians, most of the temporary infrastructure should be removed. This is for the following principal reasons:
 - 4.92.1 There is limited ongoing benefit to the street environment, with the temporary infrastructure having a degree of negative impact;
 - 4.92.2 There are neutral or sometime negative impacts on public transport; and
 - 4.92.3 There have been some negative impacts on parking and servicing for both businesses and residents.
- 4.93 It is, however, proposed to give consideration to retaining some small lengths of footway widening, in particular where these provide extra pedestrian space in

locations where the existing pavement does not provide adequate space for people to walk e.g. for example immediately north of 'The Merlin' on the west footway of Morningside Road and on Broughton Street at Barony Street. It is also proposed to give consideration the materials used on Broughton Street roundabout to reflect the town centre location.

- 4.94 It is proposed to retain the measures introduced on Queensferry High Street under an ETRO. The one-way (except cycles) scheme has benefitted both pedestrians and people cycling, reduced traffic volumes, and had only small impacts on parking and servicing. The measures are also similar to those envisaged under a permanent project that is currently being designed and therefore an ETRO will allow lessons to be learnt to inform a future scheme.

Protected cycle lanes

- 4.95 Protected cycle lanes have been introduced during the pandemic to provide an alternative to sometimes very crowded off-road cycling and walking paths where physical distancing was challenging, particularly in light of the increase in people cycling or walking, who may otherwise have been travelling by car or bus.
- 4.96 Protected cycle lanes have an important role to play in encouraging more people to cycle. This has been evidenced by surveys conducted for the 'Bike Life' reports produced for Edinburgh in recent years (in 2015, 91% of residents who didn't cycle (but would like to) named segregated cycle lanes as the most important intervention that would help them to start; in 2017, 65% of people said they would find protected roadside cycle lanes very useful to help them cycle more, whilst 80% of residents supported building more protected roadside cycle lanes, even when this could mean less space for other road traffic; and in 2019, 82% of residents thought that more cycle tracks along roads, physically separated from traffic and pedestrians, would be useful to help them cycle more).
- 4.97 An assessment of the protected cycle lanes has been carried out, against the agreed criteria. This has identified a number where there are impacts on disabled street users. Most of these negative impacts are associated with parking restrictions and layout.
- 4.98 It is recommended that the protected cycle lanes are retained using ETROs. However, it is proposed to carefully review schemes during the development of the ETRO to minimise the impacts on disabled street users.
- 4.99 As schemes are reviewed, consideration will be given to the availability of on-street parking within a reasonable distance of properties that do not have access to parking and do not have a driveway.
- 4.100 In addition, concern has been expressed about 'floating' car parking, where parking is located outside a cycle lane. Locating parking in this way can provide a far safer environment for less confident people cycling, including children. But it can lead to interactions between people cycling and people entering and exiting vehicles by their nearside doors. The issue is likely to be more of a concern when people cycling can travel at higher speeds or where visibility is lower and/or more likely to be obstructed.

- 4.101 With this in mind, in taking projects forward careful consideration will be given to ‘floating’ parking, with a view to achieving the best balance in safety, comfort and convenience for all road users. This may involve:
- 4.101.1 Providing, or increasing the width of, the ‘buffer’ area between parked cars and the cycle lane;
 - 4.101.2 Measures to encourage/ensure people cycling proceed at modest speed; and
 - 4.101.3 In some circumstances, replacing floating parking with a new layout which places the cycle lane between parked cars and the running carriageway.
- 4.102 The feedback received since SfP schemes were introduced has enabled lessons to be learned, including about what parking and loading restrictions are needed to support this new form of infrastructure in Edinburgh. In taking forward ETROs, these lessons will be applied, in seeking a workable balance between delivering effective protected cycling infrastructure and the needs of residents and businesses on the streets concerned.
- 4.103 It is proposed to retain the protected cycle lanes on Comiston Road and Lanark Road, noting in particular that the measures on these roads have reduced the effective road width and facilitated the introduction of a 30mph speed limit.
- 4.104 On Comiston Road it is also proposed to consider extending the existing bus lane southwards, in liaison with Lothian buses and other bus operators. This is to address the recently reported queuing on the approach to the Greenbank crossroads (there is a northbound bus lane which allows buses to bypass the congestion and therefore the impact on public transport northbound is minimal).
- 4.105 Subject to funding availability, two additional projects, originally envisaged for implementation under SfP but not implemented, are proposed to be taken forward integrated into the programme for retaining SfP measures, as follows:
- 4.105.1 Portobello to Musselburgh link, which was discussed at Transport and Environment Committee in April 2021; and
 - 4.105.2 An uphill segregated cycle lane on Orchard Brae, providing a safe connection between the A90 and Crewe Road South.

Leisure and quiet connections

- 4.106 It is imperative that routes intended to be used for walking, wheeling or cycling for pleasure provide continuity of a safe, relaxing experience. A single stretch of busy road, or a difficult crossing or junction, can transform an enjoyable experience into an ordeal. This tends to particularly be the case for the most vulnerable people, children, people with disabilities, people in old age, and for those accompanying them.
- 4.107 SfP has delivered a number of new family-friendly connections, initially intended to facilitate safe physically distanced exercise, which join up recreational walking/wheeling/ cycling routes. Some of the connections also function to encourage day to day active travel.

- 4.108 Measures introduced under the Spaces for Exercise programme and now proposed for retention include:
- 4.108.1 Closure of Cammo Walk to motor vehicles, forming a connection from East Craigs, via a crossing of Maybury Road, to the Cammo Estate;
 - 4.108.2 Retaining the connection from Silverknowes Promenade to the North Edinburgh Path Network/ National Cycle Network via Silverknowes Road North, Silverknowes Parkway and Silverknowes Road South. It is proposed to review the designs for the scheme as part of the ETRO process (if approved) to improve access, particularly on Silverknowes Parkway while retaining a marked cycleway; and
 - 4.108.3 Closure of West Shore Road to motor vehicles, removing through traffic from West Shore Road and West Harbour Road and forming a much better cycling connection from Silverknowes Promenade to McKelvie Parade.
- 4.109 It is recommended to introduce the above measures via ETROs, and to retain other measures introduced under Spaces for Exercise with the exception of the closure of Links Gardens to motor vehicles.
- 4.110 It is proposed to remove the closure of Links Gardens during tram construction in the area, but to consider reinstatement, subject to consultation with local people as part of proposals for a Leith Low Traffic Neighbourhood.
- 4.111 Braid Road attracted the highest net level of demand for removal versus retention during the consultation (it is worth noting however that it was the subject of the 8th highest demand for retention as well as the 2nd highest demand for removal). However, the road has subsequently been reopened to motorised traffic southbound, with new protected cycle lanes provided. This reopening should reduce southbound congestion on Morningside Road, which had increased in association with the closure.
- 4.112 The continued southbound closure of Braid Road facilitates the Meadows to Greenbank cycling Quiet Connection, particularly at the junction of Braid Road and Braidburn Terrace. It also provides much safer and more comfortable conditions for pedestrians and people cycling on Braid Road south of Braidburn Terrace and reduces traffic on Braid Road itself.
- 4.113 With the above in mind it is proposed to retain Braid Road closed to northbound traffic.

Risk Assessment

- 4.114 The Council approved a new Risk Appetite Statement in October 2020. This sets out the risk appetite range which the Council considers acceptable under 12 strategic risk categories.
- 4.115 An officer assessment of the recommendations in this report has been carried out, against the Council's risk appetite statement. Against all of the risk categories, the

recommendations have been assessed as being within the Council's approved risk appetite.

5. Next Steps

- 5.1 While it is appropriate to do so, based on the public health guidance, the existing SfP measures will be retained (subject to regular review) under TTRO arrangements. Should any future changes be proposed, these will be reported to Committee at the appropriate time.
- 5.2 If the recommendations for retaining the existing SfP measures beyond the Coronavirus (COVID-19) pandemic are approved by Council, development of detailed plans and the necessary legal orders for each scheme will be progressed.
- 5.3 The scheme and order development will take account of the feedback received, particularly in respect of people with limited mobility, and efforts will be made to minimise the impacts of the schemes presented.
- 5.4 Installation or removal of segregation units does not of itself require a legal order—neither does the creation or removal of mandatory cycle lanes. Therefore, segregation units can be removed, installed, or retained, where appropriate and safe, without any legal orders. The impact of the units themselves will be carefully monitored, in particular in relation to any impacts on emergency services and bus service reliability, in close liaison with the relevant services and bus operators. Any removal, relocation or reinstatement of units will be considered on a case by case basis.
- 5.5 Where a Traffic Order is required, these will be advertised and reported and monitored as set out in the report. Proposals for monitoring will be brought to this Committee prior to implementation of ETROs.
- 5.6 As part of the Council's on-going street cleansing programme, arrangements will be made, where possible, to arrange for overhanging vegetation to be addressed.

6. Financial impact

- 6.1 To date, all SfP measures were 100% funded by Transport Scotland (via Sustrans). This funding was intended to help the response to the COVID-19 pandemic.
- 6.2 On the basis of the scheme assessment recommendations it is estimated that the total cost of the work required to take measures forward over the financial years 2021/22 and 2022/23 will be up to £2.6m, excluding the costs of any new 'school street measures' which will be reported to a future meeting of this Committee.
- 6.3 These costs will be spread across two financial years 2021/22 (£1.5m) and 2022/23 (£1.1m) and include provision for removing measures should this be required.
- 6.4 Funding for the expected 2021/22 costs is available through Transport Scotland/Sustrans Spaces for People and Places for Everyone allocations. Discussions are on-going with Sustrans and Transport Scotland on funding for future years.

7. Stakeholder/Community Impact

- 7.1 The scheme recommendations have been formed following feedback from individuals, businesses and stakeholders, as set out in the report above. The public consultation received over 17,000 responses, the largest response to any consultation run by the Council through the Consultation hub.
- 7.2 The integrated Impact Assessment (IIA) undertaken on the basis of the scheme recommendations made has been updated (this is attached in Appendix 4).
- 7.3 The IIA identified:
 - 7.3.1 A wide range of positive impacts, including improvements to road and personal safety, improved access to schools, speed reduction, connections to deprived communities and removal of street clutter;
 - 7.3.2 Positive environmental and sustainability impacts, including the potential to reduce greenhouse gas emissions as a result of encouraging people to substitute car use with active travel, and improved opportunities to access and experience greenspace;
 - 7.3.3 Negative impacts by groups representing disabled people, centred on restrictions on car parking and the need for people to cross cycle tracks at 'floating' bus stops and car parking; and
 - 7.3.4 Potential negative environmental impacts were identified associated with traffic displacement and visual appearance of measures.
- 7.4 As discussed in more detail in the section on protected cycle lanes above, careful consideration will be given to ameliorating identified negative impacts as designs are taken forward under ETRO. The scheme designs will include consideration of:
 - 7.4.1 Relaxing loading (and therefore blue-badge parking) restrictions;
 - 7.4.2 Implementing measures and markings to reinforce the need for people cycling to give way at floating bus stops; and
 - 7.4.3 The design at floating parking locations, particularly where people cycling are on a significant downhill gradient.
- 7.5 In developing scheme designs for the proposed ETROSs, it is intended to:
 - 7.5.1 Make further efforts to achieve net environmental benefits from the schemes; and
 - 7.5.2 Undertake further engagement with groups representing people with disabilities. In parallel the IIA will continue to be reviewed and updated as appropriate.

8. Background reading/external references

- 8.1 Transport Scotland's [Strategic Transport Projects Review 2 \(Phase 1\)](#).
- 8.2 [End Poverty Delivery Plan 2020-30](#).

- 8.3 [Scottish Health Survey](#)
- 8.4 [Department for Transport, The Design of Pedestrian Crossing, Local Transport Note 2/95](#)
- 8.5 [Pedestrian Guardrail Assessment](#)

9. Appendices

- 9.1 Appendix 1 – Spaces for People Update – June 2021
- 9.2 Appendix 2 – Scheme Recommendations and Assessment Criteria
- 9.3 Appendix 3 – Map of Recommendations
- 9.4 Appendix 4 – Integrated Impact Assessment
- 9.5 Appendix 5 – [Market Research and Consultation Hub Questions](#)
- 9.6 Appendix 6 – [Consultation Feedback](#)
- 9.7 Appendix 7 – [Cycle Count Data](#)

Appendix 1 – Spaces for People Update June 2021 (v1.3)

Measures Introduced Under TTRO

Ongoing review recommendations will be subject to Committee decisions regarding retention/removal/modification:

Location	Intervention (Proposed/Actual)	Review Outcome/Update
CITY CENTRE		
South Bridge – Town Centre measures	Installation of footpath widening and segregated cycle lanes on South Bridge. No cycle provision proposed on North Bridge due to bridge repair access.	Scheme not taken forward at this time
Chambers Street	Revised proposal due to programming pressure. No signals proposed	As above
Morrison Street	Footpath widening at Dalry Road junction	Scheme not taken forward at this time Footpath widening not possible due to junction layout and available lane widths
Cowgate	N/A	Scheme not taken forward at this time Temporary road layout currently in place to facilitate hotel development
Waverley Bridge	Pedestrian area with limited servicing access	Review undertaken April 21 Recommendation to continue with no changes
Forest Road	Cycle segregation	Review undertaken April 21 Recommendation to continue with no changes
George IV Bridge	Cycle segregation	Review undertaken April 21 Revisions to improve loading to be considered subject to Committee decision on retention/removal.
The Mound	Cycle segregation	Review undertaken April 21 Recommendation to continue with no changes
Princes Street East End	Bus gate on Princes Street and South St David St	Review undertaken April 21 Recommendation to continue with no changes subject to future Tram diversion route.
Victoria Street	Pedestrianised area with limited servicing access from George IV Bridge	Review undertaken April 21 Recommendation to continue with no physical changes. Ongoing dialogue regarding branding and signage

Cockburn Street	Pedestrianised area with limited servicing access from High Street	Review undertaken April 21 Recommendation to continue with no physical changes.
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TOWN CENTRES		
Queensferry High Street	Pedestrian space	First review undertaken June 21 Further signage installed following site meeting with Police Recommendation to continue with no changes
Great Junction Street	Pedestrian space	Removed September 2020
Stockbridge	Pedestrian space	Review completed May 2021 Recommendation to continue following recent minor revisions
Gorgie / Dalry Road	Pedestrian space	Review completed May 2021 Recommendation to continue with no changes
Bruntsfield	Pedestrian space	Review completed May 2021 Recommendation to continue following recent minor revisions
Tollcross		Review completed May 2021 Recommendation to continue following recent minor revisions
Morningside	Pedestrian space	Review completed May 2021 Recommendation to continue following recent minor revisions
Portobello	Pedestrian space	Review completed May 2021 Recommendation to continue following recent minor revisions
Corstorphine	Pedestrian space	Review completed May 2021 Recommendation to continue following recent minor revisions
Newington Corridor	Pedestrian space	Scheme not taken forward at this time
The Shore	Quiet Corridor on Queen Charlotte Street and Tolbooth Wynd	Scheme not taken forward at this time Leith LTN proposal under consultation

TRAVELLING SAFELY		
Telford Road	Cycle segregation	Proposals withdrawn due to significant impact on public transport.
Melville Drive	Cycle segregation	Scheme not taken forward at this time
Wester Hailes Road	Cycle segregation	Scheme not taken forward at this time Design constraints, conflict with distributor route and Calder Road junction.

Crewe Toll Roundabout	Cycle segregation	Scheme not taken forward at this time Risk of significant congestion
Kingston Avenue closure and connection to Gilmerton Rd via Ravenswood Ave	Road closure	Scheme not taken forward at this time Conflict with emergency services access
Meadowplace Road	Cycle segregation	Installed April 2021. Scheme revised in May following discussions with Scottish Fire and Rescue Service. First review due June 21
Ladywell Road	Cycle segregation	First review due June 21
Ferry Road	Cycle segregation	Review completed June 2021 Recommendation to continue with no changes
Fountainbridge Dundee St	Cycle segregation	Review completed June 2021 Recommendation to continue with minor revisions
Teviot Place / Potterow	Cycle segregation	Review completed April 2021 – Recommendation to continue with minor improvements at Potterow Bus Stop and Teviot place junction.
Buccleuch St / Causewayside	Cycle segregation	Review completed April 2021 – Recommendation to continue with minor changes to loading availability (now off peak loading available)
Gilmerton Road	Cycle segregation	Review completed May 2021 Recommendation to continue with no changes
Duddingston Road	Cycle segregation	Review completed April 2021 Recommendation to continue with no changes
Craigmillar Park corridor	Cycle segregation	Review completed May 2021 Recommendation to continue with minor revisions
Crewe Road South	Cycle segregation (segregator units to be installed)	Review completed April 2021 Recommendation to continue with no changes
Old Dalkeith Road	Cycle segregation (segregator units to be installed)	Review completed April 2021 Recommendation to continue with no changes
Comiston Road	Cycle segregation	Review completed June 2021 Recommendation to continue following recent revisions
Pennywell Road & Silverknowes Parkway	Cycle segregation	Review completed May 2021 Recommendation to continue following recent minor revisions
Mayfield Road	Cycle segregation	Scheme installed April 2021 – First review TBA
Quiet Corridor - Meadows / Greenbank	Various closures	Review completed June 2021

		Recommendation to continue following recent minor revisions, and ongoing monitoring.
A90 Queensferry Road	Bus Lanes and cycle segregation	Review completed May 2021 Recommendation to continue following recent minor revisions. Further revisions to be considered to improve driveway access
A1 Corridor	Bus Lanes and cycle segregation	Review completed May 2021 Recommendation to continue with no changes
Lanark Road	Cycle segregation	Review to be completed June 2021 Recommendation to continue following recent revisions.
Longstone Road	Cycle segregation	Review to be completed June 2021 Recommendation to continue following recent revisions.
Inglis Green Rd	Cycle segregation	Review to be completed June 2021 Recommendation to continue.
Murrayburn Road (short section at Longstone)	Cycle segregation	Review to be completed June 2021 Recommendation to continue.
Slateford Road (A70)	Cycle segregation	Installation commenced May 2021.
Orchard Brae Roundabout	Road markings	Review completed June 2021 Recommendation to continue.
SCHEMES DEVELOPED FROM LTN LIST		
Craigs Road	Crossing improvements at Craigmount High School and traffic calming on Craigs Road	Scheme installed April, First Review due June 21
Drum Brae North	Cycle segregation	Review completed May 2021 Recommendation to continue with no changes
Leith	Quiet Corridor on Queen Charlotte Street and Tolbooth Wynd	Scheme not taken forward. Not taken forward due to likely impact on Tram diversion routes. Leith Connections proposal under development
Corstorphine South (Featherhall)	Filtered permeability proposal. Footpath widening and traffic calming scheme developed in partnership with the Community Council.	Scheme not taken forward. Limited legal powers to introduce under TTRO. Corstorphine High Street scheme installed March 2021 (see below)
Corstorphine High Street	Widened pavements leading to Primary School	Installed March 2021 Review completed May 2021 Recommendation to continue with minor changes.

SPACES FOR EXERCISE		
Warriston Road	Road closure	Removed – footfall on adjacent path significantly reduced
Silverknowes Road (North section)	Road Closure	Review completed May 2021 Recommendation to continue with no changes
Silverknowes Road (South section)	Part cycle segregation and quiet route due to narrow road width.	Review to be undertaken June 21
Carrington Road	Road closure	Scheme not taken forward. Conflict with emergency services access.
Braid Road	Road closure	Scheme opened to southbound traffic in May 2021. Installation of additional Quiet Route features May 2021 Monitor traffic levels and journey times on Comiston Road to inform future mitigation measures/decisions
Braidburn Terrace	One-way road closure	Review completed March 2021 – Recommendation to continue with no changes Next review due May 21, to be undertaken ASAP
Links Gardens	Road closure	Review completed May 2021 Recommendation to continue with no changes. Subject to Tram traffic management and Leith LTN Consultation.
Cammo Walk	Road closure	Review to be undertaken June 21.
Stanley Street/ Hope Street	Road closure	Review to be undertaken June 21.
Seafield Street	Cycle segregation	Review completed May 2021 Recommendation to continue with no changes
Kings Place	Link between Proms	Review completed May 2021 Recommendation to continue with no changes
Maybury Road	Temporary traffic lights	Review completed March 2021 – Recommendation to continue. Revisions requested by Police Scotland to be implemented ASAP.
Arboretum Place	Crossing point	Review to be undertaken June 21.
Granton Square to Marine Drive	Road closure and access from Forthquarter Park	Scheme installed May 2021

Public Proposals – Commonplace Consultation	Various	Scheme updates
Broughton Street	Pavement widening and uphill cycle lane	Installation completed early June 2021 due to contractor delays
Broughton St Roundabout	Improvements for pedestrian crossings	As above
Bellevue to Canonmills	Cycle segregation	As above
Restalrig Road South (Smoky Brae)	Pavement widening and uphill cycle lane. Road layout TBA	Scheme not taken forward at this time
Starbank Road	Waiting restrictions to stop pavement parking and improve pedestrian access.	Scheme Notification completed Installation expected June 2021
Fillyside Road - Crossing	Installation of temporary signalised pedestrian crossing at existing island over summer period.	Scheme under Notification Installation of temporary pedestrian crossing expected June 2021, subject to approval.
Fillyside Road	Section of pavement widening from Fillyside Road leading to pedestrian crossing	As above
West End of Princes Street	Footpath widening at Johnny Walker site	Overhead hoarding now removed, increased pedestrian space now available.
Musselburgh boundary to Portobello (Edinburgh section)	Cycle segregation from CEC boundary into Portobello	Scheme not taken forward at this time. Consider future implementation subject to available budget.
Duddingston Road West	Part cycle segregation (East end) and part road markings (due to available road width)	Installation completed April 2021 (exc. City Fibre site) Review to be undertaken June 21
Portobello Promenade	Improved signage and minor interventions to reduce speed of cyclists	Scope of signage and appropriate measures to be confirmed
Removal of Street Clutter		
Various priority locations	£300k funding package allocated to work in partnership with Living Streets to remove street clutter	Work started March 21, scheduled work almost complete. Final guardrail removal, snagging and reinstatements to be completed.
Pedestrian Priority Improvements at Controlled Crossings	Project to establish the scope of controlled pedestrian crossing improvements. Reduced pedestrian wait-times and infrastructure improvements	Project to undertake traffic modelling and upgrade pedestrian crossing infrastructure will continue into July 2021. Funding carried over from 20/21 allocation.

Greenbank Drive and Glenlockhart Road	Reduce speed limit to 20mph	Speed limit reduction to be considered by the Road Safety team
Schools	Various measures to provide traffic free areas and more space for parents, carers and children near school gates.	Planters installed in May 2021 to prohibit or restrict traffic. All measures to be set-aside or prohibition signage removed during summer school holidays (exc Sciennes and Gillespies road closures). Measures will be reinstated when schools return in August.
Additional Schemes		
Braid Hills Road/Drive & Liberton Drive	Cycle segregation	Scheme not taken forward at this time Not funded under SfP
Orchard Brae	Uphill cycle segregation	Scheme not taken forward at this time Not funded under SfP
Cramond Glebe Road	Waiting restrictions leading down to the car park to maintain access. Suggestion that the closure of Silverknowes Road (north section) has led to additional traffic on this road.	Double yellow lines installed as agreed with the Cramond & Barnton Community Council as a temporary Public Health and Emergency access response. Scheme review to be undertaken in June 21.

Note: Information contained in this appendix will be subject to change. Actual costs are tracked during the procurement and installation phases.

Each project (excluding minor interventions at schools) is considered by the Design Review Group (peer review), subject to internal approval and shared with the agreed Notification Stakeholder Group.

APPENDIX 2: SCHEME ASSESSMENT RECOMMENDATIONS

Key to impacts

	Significant positive
	Minor Positive
	Neutral
	Minor Negative
	Significant negative

Key to feedback

Retain *minus* Remove - for people or businesses nominating specific streets

	MR	Pub	Bus	
>=	20	125	4	Largest net positive
>	5	25	1	Smaller net positive
between	+/-5	+/-25	0	Neutral
<	-5	-25	-1	Smaller net negative
<=	-20	-125	-4	Largest net negative

SCHEME NAME	LOCALITY	TYPE	IMPACTS ON													FEEDBACK			RECOMMENDATION	ORDER	NOTES					
			PEDESTS		CYCLES		Str Env	PubTrans	Traffic - displace	RESIDENTS			BUSINESS			Disabled people	Market Research	Public Consultation				Business consultation				
			Pedestrian movement	Pedestrian crossing	Cycle network	Cycle local	Street Environment	Public Transport service and stops	Traffic + parking -displace	Traffic volume	Speds	Parking	Servicing	Servicing	Parking	Street space	People with mobility and other disabilities									
Waverley Bridge	SE	City Centre																		RETAIN	ETRO					
Forest Road	SE	City Centre																					REMOVE	NA	Permanent project significantly different from current temporary measures - TRO advertisement due soon	
George IV Bridge	SE	City Centre																					REMOVE	NA	Permanent project significantly different from current temporary measures - TRO advertisement due soon	
The Mound	SE	City Centre																					RETAIN with mods	NA	Retain most of uphill lane. Reinstate bus stop at top of Playfair Steps. Would not require Order	
Princes Street East End	SE	City Centre																					RETAIN with mods	ETRO	Retain bus gate, remove footway and bus stop temporary widening	
Victoria Street	SE	City Centre																					RETAIN	ETRO	See general notes	
Cockburn St	SE	City Centre																						RETAIN	ETRO	See general notes
Queensferry High Street	NW	Shopping Streets																					RETAIN	ETRO	Introduce complementary measures on Station Road	
Stockbridge	NW	Shopping Streets																					REMOVE	NA	Consider removal of bollards from S footway and possible retention of measures at footway pinch point(s)	
Gorgie Road	SW	Shopping Streets																					RETAIN	NA		

Where measures are retained :

1. Consideration will be given to adjusting floating parking bays to manage pedestrian/ cycle interactions and minimise conflict.
2. Consideration will be given to amendments in loading restrictions to assist businesses and residents, including to facilitate access for blue badge holders.
3. Projects will be monitored for impacts on bus services and stops in close liaison with operators, and adjustments made as necessary.

SCHEME NAME	LOCALITY	TYPE	IMPACTS ON													FEEDBACK			RECOMMENDATION	ORDER	NOTES	
			PEDESTS		CYCLES		Str Env	PubTrans	Traffic - displace	RESIDENTS			BUSINESS			Disabled people	Market Research	Public Consultation				Business consultation
			Pedestrian movement	Pedestrian crossing	Cycle network	Cycle local	Street Environment	Public Transport service and stops	Traffic + parking -displace	Traffic volume	Speds	Parking	Servicing	Servicing	Parking	Street space						
Dalry Road	SW	Shopping Streets																		REMOVE	NA	
Bruntsfield	SE	Shopping Streets																		REMOVE	NA	
Tollcross	SE	Shopping Streets																		REMOVE	NA	
Morningside	SE	Shopping Streets																		REMOVE MOST	ETRO	Consider retaining measures at footway pinch points , and short sections of uphill cycle segregation
Pebbello	NE	Shopping Streets																		REMOVE MOST	ETRO	Consider retaining short sections at footway pinch point(s)
St Johns Rd Constorphine	NW	Shopping Streets																		REMOVE	NA	
Broughton Street	SE	Shopping Streets																		REMOVE MOST	NA	Consider retaining footway extension at Barony St
Broughton St roundabout	SE	Shopping Streets																		RETAIN with mods	NA	Amend materials for town centre location
Meadowplace Road/ Ladywell Rd	NW	Protected cycle lanes																		RETAIN	ETRO	See general notes
Ferry Road	NW	Protected cycle lanes																		RETAIN	ETRO	See general notes
Fountainbridge Dundee St	SW	Protected cycle lanes																		RETAIN	ETRO	See general notes
Teviot Place, Potterow and Buccleuch St	SE	Protected cycle lanes																		RETAIN	ETRO	See general notes
Causewayside	SE	Protected cycle lanes																		RETAIN	ETRO	See general notes
Gilmerton Road	SE	Protected cycle lanes																		RETAIN	ETRO	See general notes
Duddingston Road	NE	Protected cycle lanes																		RETAIN	ETRO	See general notes
Duddingston Road West	NE	Protected cycle lanes																		RETAIN	ETRO	See general notes
Craigmillar Park and Minto Street	SE	Protected cycle lanes																		RETAIN	ETRO	See general notes

Where measures are retained :

1. Consideration will be given to adjusting floating parking bays to manage pedestrian/ cycle interactions and minimise conflict.
2. Consideration will be given to amendments in loading restrictions to assist businesses and residents, including to facilitate access for blue badge holders.
3. Projects will be monitored for impacts on bus services and stops in close liaison with operators, and adjustments made as necessary.

SCHEME NAME	LOCALITY	TYPE	IMPACTS ON													FEEDBACK			RECOMMENDATION	ORDER	NOTES		
			PEDESTS		CYCLES		Str Env	PubTrans	Traffic - displace	RESIDENTS				BUSINESS			Disabled people	Market Research				Public Consultation	Business consultation
			Pedestrian movement	Pedestrian crossing	Cycle network	Cycle local	Street Environment	Public Transport service and stops	Traffic + parking -displace	Traffic volume	Speds	Parking	Servicing	Servicing	Parking	Street space	People with mobility and other disabilities	Market Research				Public Consultation	Business consultation
Crewe Road South	NW	Protected cycle lanes																		RETAIN	ETRO	See general notes	
Old Dalkeith Road	SE	Protected cycle lanes																		RETAIN	ETRO	See general notes	
Comiston Road	SW	Protected cycle lanes																		RETAIN with mods	ETRO	Consider extending northbound bus lane further south. Relax loading restrictions to reduce impact for residents.	
Pennywell Road	NW	Protected cycle lanes																		RETAIN with mods	ETRO	Relax loading restrictions to reduce impact on residents.	
Muirhouse Parkway	NW	Protected cycle lanes																	NA	RETAIN	ETRO	See general notes	
Mossfield Road	SE	Protected cycle lanes																		RETAIN	ETRO	See general notes	
Silverknowes Parkway	NW	Protected cycle lanes																		RETAIN with mods	ETRO	Relax loading restrictions to reduce impact on residents.	
Belvue to Cannonmills	SE	Protected cycle lanes																		RETAIN	ETRO	See general notes	
Musselburgh to Portobello	NE	Protected cycle lanes																		NEW	ETRO	Careful consideration will be given to design of floating parking and bus stops .	
A1 - Milton Rd West	NE	Protected cycle lanes																		RETAIN	ETRO	See general notes	
A1- Willowbrae Road	NE	Protected cycle lanes																		RETAIN	ETRO	See general notes	
A1- London Rd (Dalziel Place)	NE	Protected cycle lanes																		RETAIN	ETRO	See general notes	
A1- London Road (Hillside)	SE	Protected cycle lanes																		RETAIN	ETRO	See general notes	
A90 - Dean bridge-Queensferry Ter	NW	Protected cycle lanes																		RETAIN	ETRO	See general notes	
A90 - Queensferry Ter to	NW	Protected cycle lanes																		RETAIN	ETRO	See general notes	
A90 - Craigleith junc to Blackhall dip	NW	Protected cycle lanes																		RETAIN	ETRO	See general notes	
Drum Brae North	NW	Protected cycle lanes																		RETAIN	ETRO	See general notes	

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Where measures are retained :

1. Consideration will be given to adjusting floating parking bays to manage pedestrian/ cycle interactions and minimise conflict.
2. Consideration will be given to amendments in loading restrictions to assist businesses and residents, including to facilitate access for blue badge holders.
3. Projects will be monitored for impacts on bus services and stops in close liaison with operators, and adjustments made as necessary.

SCHEME NAME	LOCALITY	TYPE	IMPACTS ON													FEEDBACK			RECOMMENDATION	ORDER	NOTES	
			PEDESTS		CYCLES		Str Env	PubTrans	Traffic - displace	RESIDENTS				BUSINESS		Disabled people	Market Research	Public Consultation				Business consultation
			Pedestrian movement	Pedestrian crossing	Cycle network	Cycle local	Street Environment	Public Transport service and stops	Traffic + parking - displace	Traffic volume	Speds	Parking	Servicing	Servicing	Parking	Street space						
Lanark Road	SW	Protected cycle lanes																	RETAIN	ETRO	See general notes	
Longstone corridor	SW	Protected cycle lanes																	RETAIN	ETRO	See general notes	
Slateford Road	SW	Protected cycle lanes																	RETAIN	ETRO	See general notes	
Orchard Brae	NW	Protected cycle lanes																	NEW	ETRO	See general notes	
Orchard Brae roundabout	NW	Protected cycle lanes																	RETAIN	ETRO	See general notes	
Stanley Street/ Hope Lane	NE	Liesure Connections																	RETAIN	ETRO	Additional residents parking has been added	
Camino Walk	NW	Liesure Connections																	RETAIN	ETRO		
Maybury Road Crossing	NW	Liesure Connections																	RETAIN - see note	ETRO	Interacts with a proposed new junction. Further consideration will be given to how to deal with the transition from the temporary crossing to the permanent junction.	
Kings Place	NE	Liesure Connections																	RETAIN	ETRO		
Seafield Street	NE	Liesure Connections																	RETAIN	ETRO	See general notes	
Arboretum Place	NW	Liesure Connections																	RETAIN with mods	ETRO	Improve facilities for disabled people (eg dropped kerbs, location and No. of bays)	
Links Gardens	NE	Liesure Connections																	SEE NOTES	ETRO	Remove during tram construction. Consider reinstatement as a closure or bus gate as part of Leith LTN	
Seafield Rd at Fillyside Road - Crossing	NE	Liesure Connections																	Remove -see notes	Not required	Due to the nature of the temp intervention, remove after summer/after COVID requirement but bring forward proposals for a permanent crossing.	
Silverknowes Road (North section)	NW	Liesure Connections																	RETAIN with mods	ETRO	Retain - extend blue badge parking on Marine Drive.	
Silverknowes Road (South section)	NW	Liesure Connections																	Retain or modify	ETRO	Renewal works in area may mean modified scheme is more appropriate	
Starbank Road	NW	Liesure Connections																	Retain	ETRO		

Where measures are retained :

1. Consideration will be given to adjusting floating parking bays to manage pedestrian/ cycle interactions and minimise conflict.
2. Consideration will be given to amendments in loading restrictions to assist businesses and residents, including to facilitate access for blue badge holders.
3. Projects will be monitored for impacts on bus services and stops in close liaison with operators, and adjustments made as necessary.

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SCHEME NAME	LOCALITY	TYPE	IMPACTS ON													FEEDBACK			RECOMMENDATION	ORDER	NOTES									
			PEDESTS		CYCLES		Str Env	PubTrans	Traffic -displace	RESIDENTS				BUSINESS			Disabled people	Market Research				Public Consultation	Business consultation							
			Pedestrian movement	Pedestrian crossing	Cycle network	Cycle local	Street Environment	Public Tranport service and stops	Traffic + parking -displace	Traffic volume	Speds	Parking	Servicing	Servicing	Parking	Street space	People with mobility and other disabilities													
West Harbour Rd/West Shore Rd	NW	Liesure Connections																								RETAIN	ETRO			
Braid Road	SE	Quiet/Liesure Connections																									RETAIN (1-way Southbound)	ETRO	Retain in current form: 1-way southbound	
Braidburn Terrace	SE	Quiet/Liesure Connections																									Permanent Scheme designed	TRO		
Meadows to Greenbank Quiet Connection	SE	Quiet Connections																									RETAIN	ETRO		
Cramond Glebe Road	NW	Liesure Connections																									NA NA NA	RETAIN	ETRO	Restrictions introduced to help deal with parking issues for Cramond promenade.

Notes on 'NA' (Feedback)

Due to inadvertant omissions, a small number of streets do not have results for this aspect of the consultation

- 1 Cockburn Street. No information for 'remove'. Information for 'retain' and comparison with Victoria St and other nearby city centre streets suggests it is likely this street would have had a large net positive feedback.
- 2 Gorgie Road. Missing information for Public Consultation and Market Research. Information for Dalry Road and other shopping streets suggests it is likely Gorgie Road would have had a large net negative feedback from the public consultation.
- 3 Muirhouse Parkway. Missing information for Public Consultation. Information for Silverknowes Parkway suggests it is likely Muirhouse Parkway would have had a large net negative feedback from the public consultation.
Cramond Glebe Road was not included because measures were formulated during the consultation period.
- 4 Cramond Glebe Road. Measures were formulated during the consultation period and were not included. Measures were discussed with Cramond and Barnton Community Council representatives and with local residents and other organisations.

Appendix 2: Assessment Considerations for retention of projects initially introduced under the Spaces for People programme

These considerations have been used to assess the merit of each scheme in a post-pandemic situation, identifying if retaining or adapting measures would be appropriate.

To provide consistency and to allow each scheme can be assessed individually, the starting point for defining a scheme has been what was included in the Spaces for People notification for each scheme. Where schemes cover very long stretches (such as the A1 and the A90), they have been assessed in sections to provide greater transparency on the impacts of each section of the scheme.

In a post-pandemic scenario, how might the project encourage walking and/or cycling?

- Will the project improve conditions for walking on the streets concerned and/or contribute to a connected network of safe and pleasant routes for walking?

Score	Description of score – impact on pedestrian movement along street	Description of score – impact on pedestrian crossing experience
Significant improvement	<ul style="list-style-type: none"> • The project significantly enhances the street as a pedestrian connection or destination by substantially reducing or eliminating vehicular traffic from the street and ties directly into a destination, or other high-quality pedestrian route (this may be a traffic-free street), or; • There is a substantial proportional increase in space for pedestrians (by approx. 20% or more relative to original space available) over 50% of the length of the scheme 	<ul style="list-style-type: none"> • The width of vehicular carriageway that pedestrians must cross is reduced by 20% or more. This reduction in carriageway width covers more than 50% of the scheme's length and/or; • distance pedestrians have to walk to a formal (signalised or zebra) crossing point is reduced by more than 100m.
Minor improvement	<ul style="list-style-type: none"> • There is a small or modest proportional increase in space for pedestrians (less than 20% relative to original space available) or; • There is a significant increase in space available for pedestrians (20% or more relative to original space) at a significant pinch point in the footway 	<ul style="list-style-type: none"> • The width of vehicular carriageway that pedestrians have to cross is reduced. This reduction in carriageway width covers less than 50% of the scheme's length
Neutral	<p>The scheme</p> <ul style="list-style-type: none"> • has no material positive or negative impact on pedestrians 	<ul style="list-style-type: none"> • has no material positive or negative impact on pedestrians OR • Where the carriageway has been reduced in width by the presence of segregated cycle lanes, as there is less carriageway width to cross, but still need to cross cycleways as well as vehicular carriageway
Minor negative impact	<p>The scheme:</p> <ul style="list-style-type: none"> • Removes any space for pedestrians 	
Significant negative impact	<p>The scheme:</p> <ul style="list-style-type: none"> • Removes large quantities of space available for pedestrians 	<p>The scheme:</p> <ul style="list-style-type: none"> • Removes a formal crossing points for pedestrians

Will/might the project:

- improve conditions for cycling on the streets concerned and/or
- contribute to a connected network of safe and pleasant routes for cycling?

Score	Description of score- conditions on the street	Description of score- network impact
Significant improvement	<p>Scheme:</p> <ul style="list-style-type: none"> • creates space for cycling separated from motorised traffic for majority (over 50%) of the scheme and/or; • reduces the speed and/or; • reduces the volume of vehicular traffic on the street that people cycling are interacting with 	<p>Scheme forms:</p> <ul style="list-style-type: none"> • connects at one or both ends into NCN, a signed QR, another SfP scheme or a significant destination or; • by itself, provides a safe route for local journeys to school
Minor improvement	<p>Scheme:</p> <ul style="list-style-type: none"> • creates space for cycling separated from motorised traffic for part (less than 50%) of the scheme 	<p>Scheme:</p> <ul style="list-style-type: none"> • has the potential to connect at one or both ends into NCN, a signed QR, another SfP scheme or a significant destination but requires significant further investment to do so
Neutral	No material positive or negative impact on people cycling.	Scheme does not tie into the existing off-road cycle network or another on-street piece of infrastructure
Minor negative impact	Scheme requires people cycling to mix with vehicular traffic for short sections where previously had an advisory lane or bus lane	Scheme reduces the quality of a section of the wider cycle network
Significant negative impact	The scheme creates a more challenging/hazardous environment for someone cycling to negotiate for extended lengths (e.g. mixing with general vehicular traffic where previously had separate space).	Scheme removes a link to the wider cycling network

In a post-pandemic scenario, how might the project have beneficial impacts on the street environment?

- *Might the project make streets with measures (especially shopping streets) more attractive as places to linger by reducing traffic speeds or volume, increasing space for pedestrians, or allowing scope for environmental improvements?*

Score	Description of Score
Significant positive impact	<p>Scheme:</p> <ul style="list-style-type: none"> • creates additional space for pedestrians to dwell for over 50% of length of the scheme and/or; • creates space for enhancements to the street environment for e.g. planters • likely to reduce traffic speed and/or volume
Minor positive impact	Scheme may achieve one of the above benefits
Neutral/no impact	No material positive or negative impact on the street environment.
Minor negative impact	<p>Scheme</p> <ul style="list-style-type: none"> • may marginally increase traffic speeds/volumes (less than a 20% increase, for e.g. where average speed is 20mph, this increases to between 20-23mph) or; • scheme reduces space for environmental improvements or; • scheme reduces space for pedestrians (relative to pre-existing permanent layout) • scheme detracts from the streetscape in town, city centre or World Heritage setting
Significant negative impact	<p>The scheme</p> <ul style="list-style-type: none"> • creates a less pleasant street environment by significantly increasing traffic speeds/volumes (by more than 20%) and/or; • reduces space for environmental improvements and/or; • reduces space for pedestrians (relative to pre-existing permanent layout)

In a post-pandemic scenario, what are the project's likely impacts on public transport?

- *Is the project likely to impact positively or negatively on public transport users and services in a scenario where traffic is at pre-Covid levels?*

Score	Description of Score
Significant improvement	Scheme will increase bus priority or lane on affected stretch of road by more than 20%
Minor improvement	Scheme will increase bus priority or lane on affected stretch of road by less than 20%
Neutral	No likely material positive or negative impact on public transport.
Minor negative impact	Scheme will remove short sections of less than 100m of PT priority (i.e. bus lane) or; Scheme likely to result in a delay to PT on the street or streets affected by the measure by not more than 5 minutes at the busiest times
Significant negative impact	Removal of longer sections of more than 100m of PT priority (i.e. bus lane) or; Scheme likely to result in a delay to PT on the street or streets affected by the measure by more than 5 minutes at the busiest times

In a post-pandemic scenario, what are the project’s likely impacts on traffic disturbance of communities?

- On balance, will the project impact positively or negatively on traffic disturbance of communities, or is it likely to be neutral?

Score	Description of Score
Significant positive impact	Scheme -likely to significantly reduce (by 20% or more) vehicular traffic volumes in surrounding streets and/or; -likely to significantly reduce (by 20% or more) motor vehicle parking volumes in surrounding streets and/or -likely to significantly reduce (by 20% or more) vehicular speeds in the surrounding streets to those with measures
Minor positive impact	Scheme -likely to reduce (by less than 20%) vehicular traffic volumes in surrounding streets and/or; -likely to reduce (by less than 20%) vehicular speeds in the surrounding streets to those with measures - likely to reduce (by less than 20%) motor vehicle parking volumes in surrounding streets
Neutral/no impact	No discernible increase or reduction (plus or minus 5%) in traffic volumes, speeds and/or parking likely throughout community
Minor negative impact	Scheme -likely to increase (by less than 20%) vehicular traffic volumes in surrounding streets and/or; -likely to increase (by less than 20%) vehicular speeds in the surrounding streets and/or; -likely to increase (by less than 20%) motor vehicle parking volumes in surrounding streets
Significant negative impact	Scheme -likely to significantly increase (by 20% or more) vehicular traffic volumes in surrounding streets and/or; -likely to significantly increase (by 20% or more) vehicular speeds in the surrounding streets and/or; - likely to increase (by more than 20%) motor vehicle parking volumes in surrounding streets

In a post-pandemic scenario, what are the project’s likely impacts on residents of streets that are the subject of measures?

- a. On balance, how might the project impact on people living on the street/road that is the subject of measures? In particular:
- b. What is the impact on traffic volume and speeds?
- c. What is the impact on car parking?
- d. What is the impact on necessary servicing?

Impact on st’s residents	Traffic volumes	Traffic speed	Resident and visitor car parking	Servicing
Significant positive impact	Scheme likely to significantly reduce (by 20% or more) vehicular traffic volumes on street with measures	Scheme likely to significantly reduce (by 20% or more) vehicular speeds in the streets with the measures	Scheme increases residential (and/or visitor parking space on the street by 50% or more	Changes introduced by the scheme mean that deliveries/loading can legally be made directly from the street outside most properties at most times of the day
Minor positive impact	Scheme likely to reduce (by less than 20%) vehicular traffic volumes on street with the measures	Scheme likely to reduce (by less than 20%) vehicular traffic speeds on street with the measures	Scheme increases residential and/or associated visitors parking space on the street (by less than 50%)	Changes introduced by the scheme mean that deliveries/loading can legally be made directly from the street outside most properties at some times of the day
Neutral/no impact	No discernible increase or reduction (plus or minus 5%) in vehicular traffic volumes likely throughout community	No discernible increase or reduction (plus or minus 5%) in vehicular traffic speeds likely throughout community	Where most properties don’t have private driveways, there is no discernible increase or reduction on parking (plus or minus 5%). Where most properties have driveways, scheme decreases residential (and their associated visitors) parking space on the street by less than 50%	Scheme has no overall impact on the loading and servicing arrangements for residents on the street relative to original layout

Minor negative impact	Scheme likely to increase (by less than 20% or more) vehicular traffic volumes on street with scheme	Scheme likely to increase (by less than 20%) vehicular speeds in the streets with the measures	Where properties do not have private driveways, scheme decreases residential (and their associated visitors) parking space on the street (by less than 50%) Where properties do have private driveways, scheme decreases residential (and their associated visitors) parking space on the street (by more than 50%)	Changes introduced by the scheme mean that deliveries/loading can't legally/practically be made directly from the street outside most properties at some times of the day (where it was previously possible to do so)
Significant negative impact	Scheme likely to increase (by less than 20% or more) vehicular traffic volumes on street with scheme	Scheme likely to increase (by less than 20%) vehicular speeds in the streets with the measures	Where properties don't have private driveways, scheme decreases residential (and their associated visitors) parking space on the street by 50% or more	Changes introduced by the scheme mean that deliveries/loading can't legally/practically be made directly from the street outside most properties at most times of the day (where it was previously possible to do so)

What are the project's impacts on businesses?

- Are any improvements to the street environment likely to be beneficial for businesses in a post-Covid scenario?
- To what extent does the project restrict or inhibit servicing of businesses?
- To what extent does the project reduce car parking availability to support businesses?

Impact of scheme on businesses	Servicing of businesses	Car parking availability for customers	Additional street space
Significant positive impact	Scheme -provides a 50% increase in space on the street dedicated to loading and/or -provides a window at least 50% longer for loading and servicing over the course of the day for businesses on the street	Scheme increases parking spaces on the street available for customers by 20%, compared to availability without the scheme	Scheme increases space available for businesses to use on the street (for example, for tables and chairs for customers) by 20% or more, compared to availability without the scheme
Minor positive impact	Scheme -provides additional space (less than 50% increase compared to st layout without scheme) on the street dedicated to loading for the businesses' benefits -provides a longer (up to 49% increase compared to st without scheme)-window for loading and servicing over the course of the day for businesses on the street	Scheme increases parking spaces on the street available for customers by less than 20%, compared to availability without the scheme	Scheme increases space available for businesses to use on the street (for example, for tables and chairs for customers) by less than 20%, compared to availability without the scheme
Neutral/no impact	Scheme has no overall impact on the loading and servicing arrangements for businesses on the street No impact considered if all businesses on the street have off-street parking/loading that meets the needs of the businesses	Scheme has no net impact on car parking available on street for customers or; No impact considered if all businesses on the street have off-street parking/loading that meets the needs of the businesses	Scheme has no net impact on street space available for businesses to use for commercial ends

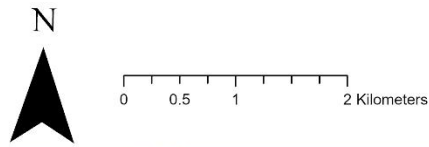
<p>Minor negative impact</p>	<p>Scheme -reduces space (by less than 50% compared to st layout without scheme) on the street dedicated to loading for the businesses' benefits and/or; -Scheme relocates servicing (by less than 50m), relative to location of loading in street without the scheme and/or; -reduces the window for loading and servicing over the course of the day for businesses on the street by less than 2 hours over the course of the day</p>	<p>Scheme decreases parking spaces on the street available for customers (by more than 50% compared to availability without the scheme), where businesses on street have some off-st parking that meets a proportion of their needs</p> <p>Where businesses do not have any off-st parking, scheme decreases parking spaces on the street available for customers (by less than 50% compared to availability without the scheme, or by more than 50% if less than 5 parking spaces available on st in original layout)</p>	<p>Scheme reduces space available for businesses to use on the street (for example, for tables and chairs for customers) by less than 50%, compared to availability without the scheme</p>
<p>Significant negative impact</p>	<p>Scheme -reduces space (by more than 50% compared to st layout without scheme) on the street dedicated to loading for the businesses' benefits and/or; -reduces the window for loading and servicing over the course of the day for businesses on the street by more than 2 hours over the course of the day and/or; -Scheme relocates servicing (by more than 50m), relative to location of loading in street without the scheme</p>	<p>Where businesses do not have any off-st parking, scheme decreases parking spaces on the street available for customers (by more than 50% compared to availability without the scheme)</p>	<p>Scheme reduces space available for businesses to use on the street (for example, for tables and chairs for customers) by 50% or more, compared to availability without the scheme</p>

What are the project's likely impacts on disabled street users?

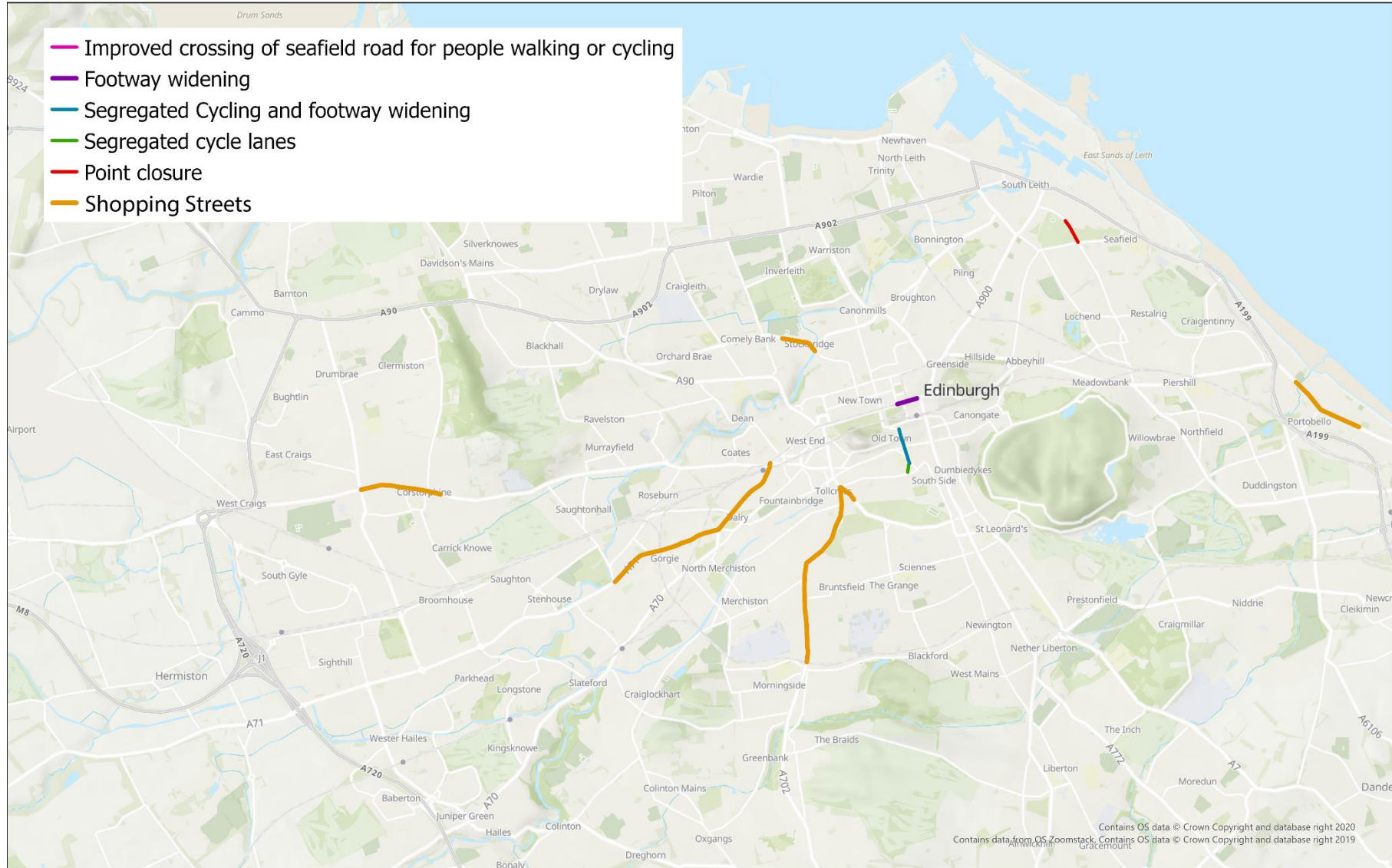
- Is the project likely to impact positively or negatively on disabled street users?

Scheme impact on disabled users	Scheme impact on disabled street users
Significant positive impact	<p>Scheme achieves at least 2 of the following:</p> <ul style="list-style-type: none"> • provides extra space for pedestrians for more than 50% of the length of the project and/or; • reduces vehicular carriageway crossing distance by 20% or more at a formal crossing point and/or; • Adds formal crossing point(s) to the street and; <p><i>Scheme must at least maintains ability of blue badge holders to park compared to original street layout</i></p>
Minor positive impact	<p>Scheme achieves at least one of the following:</p> <ul style="list-style-type: none"> • provides extra space for pedestrians for less than 50% of the length of the project and/or • reduces vehicular carriageway crossing distance by less than 20% at a formal crossing point and/or; • Adds formal crossing point(s) to the street and <p><i>There is no impact on Blue Badge parking</i></p>
Neutral/no impact	<p>Scheme involves marginal or no increase in pedestrian space AND does not impact blue badge parking OR Scheme has no positive or negative impact compared to original street layout</p>
Minor negative impact	<p>Scheme:</p> <ul style="list-style-type: none"> • Introduces a segregated cycle lane where more than 90% of properties have off-st parking or; • Introduces a segregated cycle lane where it is possible to still park on st over 90% of the road length or; • Introduces floating parking spaces adjacent to the segregated cycle lane or; • Increases additional pedestrian space on street but properties/businesses/services that don't have off-st parking are more than 50m walk from a place that blue badge holders can park and/or; • Scheme involves marginal or no increase in pedestrian space and reduces the ability of blue badge holders to park on street for part of the day and/or; • Removes informal crossing of street e.g. D island
Significant negative impact	<p>Scheme:</p> <ul style="list-style-type: none"> • introduces segregated cycling and majority of properties don't have off-st parking and on-st parking is possible on less than 90% of the road and/or; • properties/businesses/services that don't have off-st parking are more than 50m walk from a place that blue badge holders can park and/or; • Removes a formal crossing point

Spaces for People Interventions recommended for Removal



- Improved crossing of seafield road for people walking or cycling
- Footway widening
- Segregated Cycling and footway widening
- Segregated cycle lanes
- Point closure
- Shopping Streets



Space for People Interventions Recommended to Retain



City Centre

- Closure
- Pedestrian area with limited vehicle access for deliveries
- Bus gate
- Segregated Cycling

Protected cycle lanes/Quiet connection

- Segregated cycle lanes

- - - Quiet Connection
- Road markings to make roundabout easier for people cycling to navigate
- - - Advisory cycle lanes
- - - Segregated cycle lanes integrated with bus lanes

Leisure Connections

- 24 hour bus gate and two-way segregated cycle lane
- - - Closure between Craigs Road and the south car park

- Point closure
- New signalised crossing
- Relocation of parking at West Gate to improve crossing and access into Inverleith Park
- Segregated cycle lanes
- - - one-way street southbound with segregated cycling and widened pavement
- Shared space for walking and cycling
- Footway widening - Intervention subject to further design

Shopping Streets

- Queensferry High Street

Additional interventions under ETRO

- - - Segregated cycle lanes



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Section 4 Integrated Impact Assessment

Summary Report Template

Each of the numbered sections below must be completed

Interim report	X	Final report	
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 (Tick as appropriate)

1. Title of proposal

Retention of Spaces for People measures to help meet longer-term Council objectives

2. What will change as a result of this proposal?

Spaces for People (SfP) measures were introduced utilising Temporary Traffic Regulation Order (TTRO) legislation during 2020 and 2021 to help people to physically distance, travel safely and exercise during the COVID-19 pandemic. We have followed the notification and engagement process approved by Councillors in May 2020. An IIA was carried out in May 2020, and was then updated in October, and this IIA is an update to both of these.

In January, Transport and Environment Committee approved a citywide consultation and engagement exercise to begin the process of making decisions over the next course of action of whether to retain, remove or modify specific schemes. Supporting people to continue to be able to walk and cycle safely is an important policy objective in the context of the Council's long-term objectives outlined in the Local Transport Strategy; draft City Mobility Plan; Active Travel Action Plan 2016; and the Edinburgh City Centre Transformation (ECCT).

In summary, the following approach is recommended:

- Measures introduced under the existing Spaces for People programme under TTROs will be retained while public health advice continues to advocate maintaining physical distancing measures to manage of the impact of the virus and that ongoing liaison with Transport Scotland on the duration of measures will take place;
- For most of the schemes where retention is recommended, it is proposed to do so on an experimental basis for a limited time initially in order to monitor how the city's transport network is used, to ensure that there is protection for active travel modes and to monitor any impact on public transport.

Detailed recommendations:

Schools

Assessment of schools' measures indicates that certain closures and part-time vehicle prohibitions are worthy of retention. All school measures also had net support in for retention (with two exceptions where there was a balance of support for retention and removal).

In the case of street closures, it is recommended that those at Sciennes Primary School and James Gillespie's Primary are be advertised as closures (except cycles) under Experimental Traffic Regulation Orders (ETROs). It is recommended that further consideration is given to a progressing a similar ETRO at St Catherine's Primary in consultation with the school and ward Councillors.

The current measures are generally in place around the school gates, rather than across a wider area surrounding individual schools. It is considered that, in many cases, it is likely that experimental measures should be more extensive and would require dedicated signage to indicate the restrictions in place. Therefore, officers would like to progress discussions with individual schools in term 1 of school year 2021/22 to establish the exact area which should be included in an experimental arrangement.

With the above in mind, it is proposed to re-prioritise School Travel Plan review and work with schools which have had part time vehicle prohibitions under SfP, with a view to developing measures tailored to the individual schools and have support from the school concerned and the parents. It is envisaged that the review process will be completed for the relevant schools by the end of 2021. The programme for implementation of measures will be included in the relevant School Travel Plans. Lessons learned from the implementation of measures under SfP will be taken into account as plans are developed for new schemes.

As part of discussions with schools, consideration will be given to necessary legal orders to either keep in place measures similar to those currently in place or revised in line with School Travel Plan proposals. Based on liaison with schools over the past year, it is considered likely that measures at most schools will be either retained or extended.

A number of waiting and loading restrictions have been introduced near schools under SfP, in most cases protecting crossing points etc that are considered fully justified on a permanent basis (this does not include lines introduced purely to protect temporary planters). It is proposed to bring forward full Traffic Regulation Orders (TROs) (not ETROs) to make these waiting and loading restrictions permanent.

At some schools, localised footway widenings have been introduced in response to COVID-19. These have generally been specifically to facilitate physical distancing and may not be necessary when physical distancing restrictions ease. These will be retained until the public health guidance changes. In most cases it is proposed to remove these pending the review of School Travel Plans, however some may be retained. Examples include those on Craigs Road at Craigmount High School.

Four new temporary access paths have been laid at Kirkliston, Liberton, Gylemuir and St Mark's Roman Catholic Primary schools. It is proposed to replace these with permanent materials.

City centre

Street pedestrianisations introduced under SfP for Victoria Street and Cockburn Street are consistent with ECCT and are providing additional space for business trading. It is therefore proposed to keep these interventions in place on an experimental basis. ECCT also included pedestrian priority on Waverley Bridge. It is therefore proposed that this should be sustained on an experimental basis but that urgent work should take place with operators and other stakeholders to identify possible alternative locations for tour bus and airport services.

The pedestrian and cycle infrastructure on Forrest Road, George IV Bridge and the Mound has provided effective extra space for road users and the measures were supported for retention. However, there are ongoing issues with business servicing on George IV Bridge and the measures on George IV Bridge and Forrest Road are very different from the Council's permanent proposals for these streets as part of the Meadows to George Street active travel project. On this basis it is proposed to remove the SfP measures on George IV Bridge and Forrest Road when the public health guidance permits, whilst retaining the uphill segregated cycle lane on The Mound (with replacement infrastructure).

The temporary footway widening/ bus stop infrastructure at the east end of Princes Street is not considered suitable for the post-pandemic situation and should be removed.

Shopping streets

The assessment of the SfP measures concluded that, despite achieving some benefits for pedestrians, most of the temporary infrastructure should be removed. This is for the following principal reasons:

- There is limited ongoing benefit to the street environment, with the temporary infrastructure having a degree of negative impact;
- There are neutral or sometime negative impacts on public transport; and
- There have been some negative impacts on parking and servicing for both businesses and residents.

It is, however, proposed to give consideration to retaining some small lengths of footway widening, in particular where these provide extra pedestrian space in locations where the existing pavement does not provide adequate space for people to walk e.g. in Morningside, Portobello and Barony Street. It is also proposed to give consideration the materials used on Broughton Street roundabout to reflect the town centre location.

It is proposed to retain the measures introduced on Queensferry High Street under an ETRO. The one-way (except cycles) scheme has benefitted both pedestrians and cyclists, reduced traffic volumes, and had only small impacts on parking and servicing. The measures are also similar to those envisaged under a permanent project that is currently

being designed and therefore an ETRO will allow lessons to be learnt to inform a future scheme.

Protected cycle lanes

An assessment of the protected cycle lanes has been carried out, against the criteria agreed by the Transport and Environment Committee. This has identified a number where there are impacts on disabled street users. Most of these negative impacts are associated with parking restrictions and layout.

It is recommended that the protected cycle lanes are retained using ETROs. However, it is proposed to carefully review schemes during the development of the ETRO to minimise the impacts on disabled street users, in particular by seeking to achieve on street parking within a reasonable distance of properties that do not have such parking and do not have a driveway. This will be considered on a scheme by scheme basis.

It is proposed to retain the protected cycle lanes at Drum Brae North, Comiston Road and Lanark Road, noting in particular that the measures on Comiston Road and Lanark Road have reduced the effective road width and facilitated the introduction of a 30mph speed limit.

On Comiston Road it is also proposed to consider extending the existing bus lane southwards, in liaison with Lothian buses and other bus operators. This is to address the recently reported queuing on the approach to the Greenbank crossroads (there is a northbound bus lane which allows buses to bypass the congestion and therefore the impact on public transport northbound is minimal).

Two additional projects, originally envisaged for implementation under SfP but not implemented, are proposed to be taken forward integrated into the programme for retaining SfP measures, as follows:

- Portobello to Musselburgh link which was discussed at Transport and Environment Committee in April 2021; and
- An uphill segregated cycle lane on Orchard Brae, providing a safe connection between the A90 and Crewe Road South.

Connecting routes for walking and cycling for pleasure

Measures introduced under the Spaces for Exercise programme and now proposed for retention include:

- Closure of Cammo Walk to motor vehicles, forming a connection from East Craigs, via a crossing of Maybury Road, to the Cammo Estate;
- Retaining the connection from Silverknowes Promenade to the North Edinburgh Path Network/ National Cycle Network via Silverknowes Road North, Silverknowes Parkway and Silverknowes Road South. It is proposed to review the designs for the scheme as part of the ETRO process (if approved) to improve access, particularly on Silverknowes Parkway while retaining a marked cycleway; and

- Closure of West Shore Road to motor vehicles, removing through traffic from West Shore Road and West Harbour Road and forming a much better cycling connection from Silverknowes Promenade to McKelvie Parade.

It is recommended to introduce the above measures via ETROs, and to retain other measures introduced under Spaces for Exercise with the exception of the closure of Links Gardens to motor vehicles.

It is proposed to remove the closure of Links Gardens during tram construction in the area, but to consider reinstatement, subject to consultation with local people as part of proposals for a Leith Low Traffic Neighbourhood.

Braid Road attracted the highest net level of demand for removal versus retention during the consultation (it is worth noting however that it was the subject of the 8th highest demand for retention as well as the 2nd highest demand for removal). However, the road has subsequently been reopened to motorised traffic southbound, with new protected cycle lanes provided. This reopening should reduce southbound congestion on Morningside Road, which had increased in association with the closure.

The continued southbound closure of Braid Road facilitates the Meadows to Greenbank cycling Quiet Connection, particularly at the junction of Braid Road and Braidburn Terrace. It also provides much safer and more comfortable conditions for pedestrians and cyclists on Braid Road south of Braidburn Terrace and reduces traffic on Braid Road itself.

With the above in mind it is proposed to retain Braid Road closed to northbound traffic.

Retained measures would be subject to the normal legal processes for either Experimental Traffic Regulation Orders (ETRO) or Traffic Regulation Orders (TRO). As this is an interim IIA, it is proposed that this IIA evolves and is updated subject to Committee approval into the next phase.

3. Briefly describe public involvement in this proposal to date and planned

We have followed the engagement process approved by councillors at the Policy and Sustainability Committee on 14 May 2020 and have notified local councillors, emergency services, access groups, community councils and other stakeholders of the new measures put in place. . A public consultation platform, Commonplace, was utilised at the beginning to gather suggestions from the public and this attracted 4,000+ responses.

An extensive consultation and engagement exercise ran from 22 February to 5 April 2021. There were three surveys, one for individuals; for businesses; and for stakeholders. In addition, there were four stakeholder presentation sessions in advance of the consultation opening: heritage; emergency services; accessibility and business.

A range of approaches were employed to ensure as wide-ranging and inclusive consultation exercise as possible, given that this took place during a period of lockdown. To ensure accessibility for a wide range of people, the consultation was made available in a range of formats such as regular print, large print, braille and translation into other

languages. A British Sign Language video was also displayed on the project website to further widen access to people with hearing loss.

In addition to the Consultation Hub survey, market research was carried out by independent Market Research consultants on behalf of the Council. The aim was to complement the consultation responses, which are intrinsically self-selecting, by securing a statistically representative sample of opinion.

The survey included a mix of closed and open-answer questions and stakeholders were able to respond by email or by completing the online survey.

The Access Panel were consulted in the production of a criteria to look at each scheme on balance going forwards. The following elements were part of the criteria:

- Does the project encourage walking and/or cycling?
- Does the project have beneficial impacts on the street environment?
- What are the project's likely impacts on public transport?
- What are the project's likely impacts on traffic disturbance of communities?
- What are the project's likely impacts on residents of streets that are the subject of measures?
- What are the project's likely impacts on businesses?
- What are the project's likely impacts on disabled street users?

4. Is the proposal considered strategic under the [Fairer Scotland Duty](#)?

No

5. Date of IIA

20 May 2021

6. Who was present at the IIA? Identify facilitator, Lead Officer, report writer and any partnership representative present and main stakeholder (e.g. NHS, Council) [names removed for data protection]

7. Evidence available at the time of the IIA

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
Data on populations in need	Census 2011 National Records for Scotland 2017 Mid year estimates Scottish Index of Multiple Deprivation (SIMD) Joint Strategic Needs Assessment (CEC, 2015)	<p>The City of Edinburgh has one of the fastest growing populations of any city in the UK. Although the city has a lower share of its population over 65 years of age (12%), the wider city region has a significantly higher share (22%) than Edinburgh and Scotland (19%).</p> <p>Based on 2011 Census Data the wards with the highest number of health conditions (including Deafness, Blindness, Physical, mental health, learning disabilities etc.) are Portobello/Craigmillar and Liberton/Gilmerton. Both had 31% of their total reporting health conditions. The City Centre had the lowest proportion (22%).</p> <p>The most deprived communities are in the peripheral areas of the city (e.g. Granton, Pilton, Niddrie, Saughton and Wester Hailes) furthest from the City Centre.</p>
Data on service uptake/access	Census 2011	<p>Car use in Edinburgh is the joint lowest of all Scottish cities. In 2010 of the 191,000 people living and working in Edinburgh, 63,500 commuted to work by car and a further 63,300 commuted by car from other local authority areas.</p> <p>Transport Scotland is monitoring transport trends during the COVID-19 outbreak. This information provides a snapshot of travel across main modes.</p> <p>For the period 19 - 25 April 2021, compared with the same period in 2019, we saw:</p> <ul style="list-style-type: none"> •Walking journeys up by 15% •Cycling journeys up by 10% •Concessionary bus journeys down by 55% •Rail journeys down by 80% •Ferry journeys down by 75% •Air journeys down by 80% •Car journeys down by 20%.
Data on socio-economic disadvantage e.g. low income,	Scottish Index of Multiple	Transport accessibility is lowest around the periphery of the city, for example, Niddrie, Baberton, Clermiston and Granton. Many of these are areas of high deprivation as ranked by the SIMD.

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
low wealth, material deprivation, area deprivation.	Deprivation (SIMD)	<p>The temporary measures have brought in increased space for walking and cycling in the following areas which are ranked in the highest 10% SIMD:</p> <ul style="list-style-type: none"> • Muirhouse/Pilton • Murrayburn • Gilmerton <p>Providing such space has the potential to bring increased opportunities for community members to travel actively, and to experience the benefits to physical and mental health of walking, cycling, wheeling and scooting for everyday journeys.</p>
Data on equality outcomes	Bike Life (Sustrans, 2017)	<p>In a 2017 survey, 24.5% of school pupils, stated they normally travelled to school using only private motorised mode of travel compared with 48.8% who normally use active modes.</p> <p>2017 data from Transport Scotland indicates that women were more likely than men to walk or catch the bus to work and men were more likely to cycle to work or travel by rail. In Scotland twice as many men as women cycle once or twice a week for transport.</p> <p>In addition, people in lower income households were more likely to walk or take the bus whereas people in higher income households were more likely to drive. 7.5% of commuters living in Edinburgh cycle to work with over 15.3 million trips made by bike in 2017.</p> <p>In the city black and minority ethnic (BAME) communities, women and over 65s are underrepresented when it comes to cycling.</p> <ul style="list-style-type: none"> • Female – 37% • Over 65 – 6% • BAME – 3% (8% of City population)
Research/literature evidence	UK and International Evidence showing beneficial economic impacts to businesses where space for walking	<p>Beyond the pandemic, it is important that towns and cities adapt to the challenges associated with the climate emergency and the need to decarbonise transport and the ways people move around urban areas</p> <p>https://democracy.edinburgh.gov.uk/documents/s25363/Item%206.10%20-%20Spaces%20for%20People%20Initiative%20-%20Response%20to%20Motion-%20FINAL.pdf</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
	and cycling is priorities	
Public/patient/client experience information	Consultation & Engagement SfP Market Research	<p>Market research shows majority support for each of the scheme types: schools; protected cycle lanes on main roads; shopping streets; city centre; space for exercise/leisure; quiet connections. Levels of overall support are as follows:</p> <ul style="list-style-type: none"> • Schools 65% • City centre 61% • Protected cycle lanes on main roads 59% • Shopping streets 59% • Spaces for exercise/leisure 51% • Quiet connections for day to day cycling with reduced traffic 45% <p>In the consultation, there were concerns were raised over the way the temporary measures have been implemented, particularly with minimal consultation ahead of changes being made. The Council has followed standard TTRO procedures in its implementation of the measures in its response to the pandemic and would follow the necessary procedures if schemes were retained under ETRO.</p> <p>Stakeholders raised negative impacts of the measures on people with reduced mobility and sight loss, particularly those who depend on travelling by car for these reasons.</p> <p>In particular they have raised concerns over:</p> <ul style="list-style-type: none"> • Reduction in on-street parking opportunities for people with disabilities • ‘floating’ car parking, where a cycle lane is located between parking and the kerb <p>It has been noted that signage could be clearer at the locations of new measures.</p> <p>Businesses reported that the measures have brought difficulties in receiving deliveries, due to a reduction in available road space for parking and loading. By using ETROs going forwards for measures which may be retained, there is a greater ability to dedicate road space for location-specific requirements.</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
		<p>Sample size for market research = 583. Delivers a dataset with a 95% confidence interval of no more than $\pm 4.06\%$ for questions answered by the full sample. This means there is a 95% probability that if the questions were asked to the whole Edinburgh adult population, answers would be within this range.</p> <p>Responses to individual consultation = 17,600</p> <p>Responses to business consultation = 179</p> <p>Responses to stakeholder consultation & email responses = 22</p>
Evidence of inclusive engagement of people who use the service and involvement findings	Consultation & Engagement	<p>Local feedback received as measures are implemented will be used to refine schemes. Feedback from the Commonplace website has been used to help to highlight areas where interventions should be targeted.</p> <p>Presentation/briefings were carried out with stakeholder groups in advance of the public citywide consultation opening. There were four themed briefing sessions: accessibility; heritage; business and emergency services. Main issues discussed in each of these sessions is as follows:</p> <p>Accessibility</p> <ul style="list-style-type: none"> • Pre-installation design risk process, and ongoing modification through the stakeholder notification system • Independent road safety audits carried out on larger schemes • Street clutter removal is taking place in parallel with SfP installations, involving contributions from Living Streets Edinburgh • Any moves from TTRO into ETRO would involve statutory consultation • Acknowledging that people, particularly those who may have mobility issues, made fewer journeys in lockdown, and so may not be aware of the SfP measures on-street and may not have been able to comment in the consultation from lived experience • Suggestions to use Connect Radio, talking newspapers to engage more effectively with people with sight loss

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
		<ul style="list-style-type: none"> • The Council has taken care not to introduce obstructions around crossings, using reflective materials, providing Blue Badge parking adjacent to cycle routes • Voluntary organisations have limited time/capacity to engage in a meaningful way for the large number of schemes which is important to note going forwards, for the Council to be able to engage within this context <p>Heritage</p> <ul style="list-style-type: none"> • The Council has not had the opportunity to see how the measures work in normal traffic • Heritage groups acknowledge another trial period would allow a fuller picture of how the schemes work towards their function in busier operation • Concerns with visual appearance of measures, which were due to the TTRO and emergency nature of installation • Co-design welcomed going forwards, looking at best practice and design standards • Concern over bollards in conservation and World Heritage site and time is needed to look at solutions which are affordable and acceptable in the sense of a longer-term appearance <p>Business</p> <ul style="list-style-type: none"> • A great deal more consultation is felt to be needed, and it was felt the Consultation Hub survey was not flexible enough • Temporary measures have been installed in unprecedented conditions, where during lockdown, businesses had to close due to the pandemic, which will not be the case going forwards • ETRO process allows for more flexibility compared with the TTRO to adapt to specific changes e.g. loading bay locations <p>Emergency services</p> <ul style="list-style-type: none"> • Designs must ensure that incidents can be responded to rapidly – e.g. width of roads to allow for passing through traffic • Scheme-specific discussions with Road Safety colleagues who have fully engaged with

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
		<p>emergency services. This has offered reassurances and led to some scheme amendments for example on Old Dalkeith Road and Meadowplace Road</p> <ul style="list-style-type: none"> • Keen to continue to work together going forwards with early and ongoing dialogue <p>The Access Panel were consulted in the production of the criteria used for recommendations around retention and changes were made which sought to address their comments.</p>
Evidence of unmet need	<p>SfP Market research</p> <p>Consultation & Engagement for SfP and for previous related policies such as the City Mobility Plan and City Centre Transformation</p>	<p>From SfP market research:</p> <ul style="list-style-type: none"> • Almost three-quarters of those who had used a street/road with Spaces for People measures, did so on foot • Just under 6 in 10 had used a car - significantly more common for over 65year olds (80%) and those living in West Edinburgh (73%) • Half had used buses on Spaces for People streets/roads • Males were more likely than females to have used buses (58% vs 43%) • 22% had cycled - more common in under 65yr age groups, and amongst those living in Central Edinburgh • When asked about the benefits of the measures, 54% felt the measures have made it easier for children and parents to walk/cycle to school; 47% reported the measures gave improvements for people walking; 37% for people cycling • When asked about the disadvantages of the measures, 43% of people mentioned traffic increases due to diversions; 40% mentioned increased traffic congestion; 38% said it was harder for residents to park or receive deliveries • Respondents were also asked of their views on each measure, and views have been taken into account to consider the impact of retention of each measure <p>The consultation revealed the following levels of support amongst individuals and businesses, respectively, with the market research % support in brackets:</p> <ul style="list-style-type: none"> • Schools measures 47%; 28% (65%)

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
		<ul style="list-style-type: none"> • Protected cycle lanes on main roads 38%; 22% (59%) • Shopping streets 36%; 19% (60%) • City centre 41%; 25% (61%) • Spaces for exercise/leisure 34%; 18% (51%) • Quiet connections for cycling 31%; 15% (44%)
Good practice guidelines	Designing Streets (2010) Edinburgh Street Design Guidance (2015) National Standards of Community Engagement Mobility and Access Committee for Scotland (MACS)	<p>The strategy has sought to follow best practice guidance such as Designing Streets and Edinburgh Street Design Guidance.</p> <p>In addition, an extensive international benchmarking exercise was undertaken to learn from cities similar in scale to Edinburgh, with broadly recognised good practice in city planning, and recent and most significant interventions in terms of quality of life.</p> <p>Despite the inability to hold normal consultation, the teams have been noting observations and respond by modifying measures. A design risk assessment process had been completed before schemes are installed. Once on the ground, larger schemes have been subjected to a full road safety audit by independent auditors. Stakeholder views have been captured through the notification system. Each measure is reviewed every two months and takes account of ongoing feedback.</p> <p>The National Standards for Community Engagement are good-practice principles designed to support and inform the process of community engagement.</p> <p>Guidance utilised for the IIA specifically created for the temporary measures installed on A1 are below and these are typically used for the development of each scheme:</p> <ul style="list-style-type: none"> • Edinburgh Street Design Guidance; • Sustrans SfP Guidance; and • Roads for All – a good practice guide. • Traffic Signs Manual • Traffic Signs Regulations • General Directions 2016 • London Cycling Design Standards • Roads for All – a good practice guide

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
Carbon emissions generated/reduced data	Air Quality Monitoring Stations Scottish Government Monitoring	Government has been monitoring the impact of COVID-19 social distancing and lockdown actions, which includes air quality. Evidence will continue to be collected on carbon emissions/air quality by the Council and Scottish Government as lock down measures are being relaxed. At time of writing, a protection level system is still in place, based on local authority wide regulation.
Environmental data	As above	As above
Risk from cumulative impacts	Low Emission Zone, City Mobility Plan, City Plan 2030, Edinburgh City Centre Transformation	Cumulative impacts may come about as a result of Low Emission Zone, City Mobility Plan, City Plan 2030 and Edinburgh City Centre Transformation. Cumulative impacts from this work will be included in due course once impact assessments of these policies/proposals have been undertaken.
Other (please specify) Feedback on projects since installation, including during consultation on retaining Spaces for People	Consultation Results Web page	This feedback varies between projects, although there are common themes, notably in relation to car parking for people with disabilities. Should projects be approved to retention under ETROs or TROs, opportunities to amend designs and relevant restrictions in response to feedback will be considered.
Additional evidence required		The Council will continue to build its capacity to deliver in line with best practice and experience gained from elsewhere.

8. In summary, what impacts were identified and which groups will they affect?

Equality, Health and Wellbeing and Human Rights	Affected populations
Positive	
1. Improved mental and physical health due to increased uptake in active travel. The measures can help people to access to amenities and social connections, and increased choices over	All

how they travel from A to B, improving their sense of inclusion and support.	
2. Street closures and segregated cycle ways enable and encourage people to go out and use public spaces safely without fear of traffic conditions and vehicle conflict.	All
3. There are also personal safety benefits to providing additional route options so people can make informed decisions taking into account their feelings of safety & the extent of natural surveillance in terms of number of people around when travelling at day or night, particularly important for women and people travelling alone	All; particularly women and people travelling alone
4. Improved access to schools by creating safer streets and allowing pupils who are able to walk and cycle	Young people and children and parents/carers
5. Creating more favourable crossing facilities can be helpful to those who aren't able to walk too far to find a safe crossing point	All; particularly young people and children and parents/carers; disabled people
6. Introduction of slower speeds restrictions will help improve road safety, encourage people to walk, cycle and make streets more people friendly	All; particularly young people and children and parents/carers; disabled people
7. Retention of measures recommended in the following areas of multiple deprivation: Muirhouse/Pilton; Murrayburn; Gilmerton. Access to amenities and the means to travel where public transport accessibility is poor, important to look at the whole transport system/network to continue to offer options. Measures will seek to join up areas of deprivation with areas of employment and/or services.	All; particularly people living in areas of deprivation
8. Design solutions to provide best access for servicing for businesses and blue badge, where there is a greater opportunity for ETROs to be able to service particular requests compared with TTRO	Disabled people; business community
9. Cycling is opened up as a mode of transport for people who have certain conditions who may not be able to drive. 1.5metre	Disabled people

standard widths are providing space for people using adaptive bicycles and trikes. Outwith this proposal, as part of the active travel investment programme, steps are being taken to introduce on-street cycle parking for non-standard bicycles	
10. Infrastructure can be used by everyone, helps with community cohesion and social interactions, potential to bring new people into active travel	All
11. Removal of street clutter, beneficial for parents and carers of young children and people who have particular accessibility requirements. Access to services when travelling with children, particularly with a young child or multiple children, providing further space in footways and removing vehicles from space next to footways	Disabled people; people travelling with children under 1; people travelling with multiple children
Negative	
1. Some of the cycle segregation schemes include floating bus stops which means people having to cross the cyclepath to access buses. RNIB and Guide Dogs Scotland expressed that this feature makes alighting buses challenging for disabled people.	Disabled people; people travelling with children under 1 and young children; pregnant women; older people
2. Some cycle segregation schemes also incorporate floating car parking. This is seen by the Access Panel as creating additional difficulties for disabled people. E.g. Handicabs mentioned that installation of bollards has impeded access making it more difficult to gain kerbside access for entry and exit for people with disabilities, and as such increased safety risk to staff and passengers and considerable disruption to traffic caused by need to stop in running lanes.	Disabled people; people travelling with children under 1 and young children; pregnant women; older people
3. Increased parking pressures particularly for blue badge holders, blue badge holders may not be aware that parking on double yellows is allowed	Disabled people, particularly people who have mobility issues and their carers including

	family members
<p>4. Conflict between road users at present, potential hazards of temporary infrastructure suited to the short term.</p> <p>For example, installing floating parking can provide a far safer environment for less confident cyclists, including children. But it can lead to interactions between cyclists and people entering and exiting vehicles by their nearside doors. The issue is likely to be more of a concern when cyclists can travel at higher speeds or where visibility is lower and/or more likely to be obstructed.</p> <p>There have been issues reported with traffic management equipment such as bollards and cycle lane defenders, with concerns that they can potentially be trip hazards for older people, partially sighted and disabled people</p>	All; older people; disabled people, particularly people with visual impairments
<p>5. Access to amenities and the means to travel where public transport accessibility is poor, having potential to negatively impact people travelling into the city from rural areas and the choices available to them</p>	Rural/semi-rural communities
<p>6. Impact on families who may rely on private car to travel as a group. Measures are designed to help families to feel more safe to travel in ways other than private car</p>	People travelling with children; pregnant women; older people
<p>7. Potential negative impacts associated with the displacement of traffic, congestion and pollution on people's health.</p>	All
Suggested Mitigation	
<p>In response to 1, 2, 3, 4 –</p> <ul style="list-style-type: none"> • Attention should be given to making sure enforcement (for example of traffic speed, cycling on pavements) is effective. • All temporary measures were subject to a detailed design and risk assessment process being followed, and this will carry forward if schemes are retained under ETRO. Design solutions will continue to be appropriate to the surroundings. • Ensure designs follow relevant design guidelines to maximise access. • Ensure designs consider impact on the wider road network. • Regarding adapting to requirements, unlike TTROs, ETROs provide the opportunity to demarcate accessible blue badge parking as part of schemes. The designs will be based on the layouts in the Edinburgh Street Design Guidance, which have been through detailed risk assessment. 	

<ul style="list-style-type: none"> • A fundamental principle of the floating bus stops is that the street markings clearly indicate to people cycling that they should give way to people embarking/alighting buses • Careful consideration will be given to ameliorating these issues as designs are taken forward under ETRO. Possible amendments include relaxing loading (and therefore blue-badge parking) restrictions where possible and measures to encourage/ensure cyclists proceed at modest speed 	
<p>In response to 4 - Consideration will be given to:</p> <ul style="list-style-type: none"> • Providing, or increasing the width of, the 'buffer' area between parked cars and the cycle lane; and • Measures to encourage/ensure cyclists proceed at modest speed; and • In some circumstances, replace floating parking with a layout with the cycle lane between parked cars and the running carriageway. 	
<p>In response to 3 - This impact can in some cases be mitigated by the provision of dedicated disabled parking in close proximity.</p>	
<p>A general point that in terms of accessible communications, that visual maps can help to communicate, noting the GIS Atlas mapping does meet accessibility requirements and can be used going forwards. Representatives of appropriate organisations should be contacted to dispense information to members. Going forward, it is planned to continue open engagement with representative groups and members of the public.</p>	
<p>In response to 5, 6 – The communications plan will include the promotion of routes/journeys to seek to encourage people to make trips which could be made by active/sustainable transport by these means, with links with the Council's Smarter Choices, Smarter Places programme where appropriate, and by promoting the city's cycle hire scheme.</p>	
<p>In response to 7 – it is acknowledged that measures may cause air quality impacts of congestion caused by displacement at a local level, and air quality will continue to be monitored in line with the Council's Air Quality Action Plan</p>	

Environment and Sustainability including climate change emissions and impacts	Affected populations
Positive	
1. The proposals may reduce greenhouse gas emissions and pollution as a result of reduced traffic and increased active travel.	All
2. The proposals may help plan for the future climate change/achieving carbon neutrality by Edinburgh's target of 2030	All

and promote sustainable forms of transport as modal shift may be achieved to more sustainable modes	
3. Fewer vehicular trips into urban areas and increases in the use of sustainable modes should provide opportunities to improve the quality of public spaces/public realm for non-car users	All
4. Improved opportunities to access greenspace and improved sense of place & community	All
5. Supporting active leisure trips to coastal areas, improving quality of life for citizens, and encouraging economic activity at coastal locations e.g. Portobello, Cramond, Granton, Silverknowes	All and coastal communities
6. Spaces for exercise measures may be retained, opening up new choice of destinations for people on foot and by bike, which has potential to reduce short car trips made for leisure reasons.	All
Negative	
1. Potential negative impacts associated with the displacement of traffic, congestion and pollution on the environment.	All
2. The visual appearance of the temporary measures has been reported as a concern in the consultation and engagement exercise. Cockburn Association put forward the point of view that interventions should be “place-led” rather than “transport-led”, and this was echoed by Better Edinburgh for Sustainable Transport (BEST)	Urban communities
Suggested Mitigation	
In response to 1, ensure designs consider impact on the wider road network.	
In response to 2, co-design with stakeholders is a positive way forward.	

Economic including socio-economic disadvantage	Affected populations
Positive	
1. The proposals may help people into positive destinations (including workplaces). Shift workers increased active travel options for travelling there/home	Shift workers
2. We have listened to feedback and recognise the need to support the local economy during this specific context of coming out of the pandemic and the infrastructure not being suited to longer-term	Business community

use here, and so it is proposed to remove measures on shopping streets.	
3. ETRO allows us to mark out loading arrangements where it is not possible through TTRO, leading to the potential for more beneficial outcomes for a greater majority	Business community
4. ongoing monitoring	All
Negative	
1. May negatively impact the viability of businesses who currently carry out loading on bus lanes.	Business community
2. Businesses and customers (including to services such as dental practices and nurseries) reported issues with the loss of parking in reducing the ability of customers to readily access their premises.	Business community
3. Measures are not on each street in the city, and so there will not be universal benefits	All
4. There has not been a great deal of scheme-specific correspondence received from businesses, and so the responses to the consultation are being considered as the main way we can assess the impact of the proposals on businesses. This may or may not accurately present the impacts experienced by business community members	Business community
Suggested Mitigation	
In response to 1, 2 – ETROs enable location-specific requirements to be catered to more readily than when utilising TTROs. The Council seeks to be in dialogue to arrive at the best outcomes which bring a favourable balance between positive contributions and risks/potentially negative outcomes.	
In response to 3 – in preparation of the recommendations, each scheme has been scored, where impact on business is one of the key scoring points. It is imperative that retained measures do not adversely disadvantage businesses as they recover from the pandemic, and the Council seeks dialogue with members of the business community where possible.	
In response to 4 – it is expected that a level of stakeholder engagement would take place subject to Committee decisions around retention of measures under ETRO	

9. Is any part of this policy/ service to be carried out wholly or partly by contractors and if so how will equality, human rights including children's rights, environmental and sustainability issues be addressed?

As part of the Council's procurement process due regard is required to be given to all equalities and rights, environmental and sustainability impacts when undertaking work on behalf of the Council.

10. Consider how you will communicate information about this policy/ service change to children and young people and those affected by sensory impairment, speech impairment, low level literacy or numeracy, learning difficulties or English as a second language? Please provide a summary of the communications plan.

A communications plan is in place, and will use a range of communication methods to reach out to different types of people. Communication will be in plain English and designed to be understood by a range of population groups. The Council's ITS translation service is available for materials to be available in alternative languages including Braille.

Communication channels include media promotion, press releases, outdoor advertising and lamp post banners. General updates are added to Council Twitter and Facebook with links to a dedicated page on the Council website. This provides a cost-effective way of empowering residents in Edinburgh to share with friends and enable wide distribution of information.

The Council intends to take appropriate next steps in a partnership/co-design approach with key stakeholders, such as RNIB, Living Streets, Spokes and Edinburgh Access Panel, to ensure different target audiences are reached and that key messages are appropriately tailored, and provided in a readily-accessible format for a range of groups of people.

11. Is the policy likely to result in significant environmental effects, either positive or negative? If yes, it is likely that a [Strategic Environmental Assessment](#) (SEA) will be required and the impacts identified in the IIA should be included in this.

An SEA has been undertaken for the Edinburgh City Centre Transformation Project and CMP which would be used as a reference document for any measures which may be retained.

12. Additional Information and Evidence Required

If further evidence is required, please note how it will be gathered. If appropriate, mark this report as interim and submit updated final report once further evidence has been gathered.

Additional consideration should be given to the impacts of each measure retained/adapted to ensure scheme-specific feedback has been taken on board, and that any potential negative impacts have a planned mitigation approach.

13. Specific to this IIA only, what recommended actions have been, or will be, undertaken and by when? (these should be drawn from 7 – 11 above) Please complete:

Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)	Who will take them forward (name and job title)	Deadline for progressing	Review date
Report to Transport and Environment Committee in June with this IIA	The Council's project team	17/06/21	17/06/21
Develop the communications plan	The Council's project team	15/07/21	17/06/21
Develop the stakeholder engagement plan and approach	The Council's project team	15/07/21	17/06/21
Develop the monitoring plan to measure the effectiveness of individual schemes if taken forward on an experimental basis under ETRO	The Council's project team	15/09/21	17/06/21
Update this IIA into the next stage	The Council's project team	15/09/21	17/06/21

14. Are there any negative impacts in section 8 for which there are no identified mitigating actions?

n/a

15. How will you monitor how this proposal affects different groups, including people with protected characteristics?

The consultation and engagement exercise outputs will be shared within the Council's project team, to ensure the exercise continues to deliver with consideration given to the valuable feedback and suggestions.

16. Sign off by Head of Service/ NHS Project Lead

Name  Head of Place Management

Date 11 June 2021

17. Publication

Completed and signed IIAs should be sent to strategyandbusinessplanning@edinburgh.gov.uk to be published on the IIA directory on the Council website www.edinburgh.gov.uk/impactassessments

Transport and Environment Committee

10.00am, Thursday, 17 June 2021

East Craigs – Proposed Low Traffic Neighbourhood

Executive/routine Wards Council Commitments	Executive 3
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1. Recommendations

- 1.1 Transport and Environment Committee are asked to:
 - 1.1.1 Note the feedback received to early engagement on the proposal to develop a Low Traffic Neighbourhood (LTN) in East Craigs;
 - 1.1.2 Agree not to progress with plans for an East Craigs LTN at this time;
 - 1.1.3 Note that, in recognition of the areas for improvement highlighted in the engagement to date, officers will consider if other measures could be appropriate for this area; and
 - 1.1.4 Note the engagement on Concept Designs for Corstorphine and Leith commenced on 4 June and will run until 4 July 2021.

Paul Lawrence

Executive Director of Place

Contact: Daisy Narayanan, Senior Manager – Placemaking and Mobility

E-mail: daisy.narayanan@edinburgh.gov.uk

East Craigs – Proposed Low Traffic Neighbourhood

2. Executive Summary

- 2.1 This report provides an update on the early engagement carried out in advance of the introduction of a Low Traffic Neighbourhood (LTN) in East Craigs and recommends not progressing with further engagement at this time.
- 2.2 The report also updates Committee on the early engagement on LTNs for Corstorphine and Leith.

3. Background

- 3.1 The Council's [Active Travel Programme](#) includes a package of works, known as West Edinburgh Link, to improve walking and cycling connections to the Gyle/Edinburgh Park from both the north (East Craigs and Barnton) and the south (Sighthill, Calders, Wester Hailes and Colinton). Projects to also upgrade QuietRoutes 8 and 9 will improve connections from the east, enhancing connections from west Edinburgh towards the city centre. Local school travel plans had also highlighted safety concerns for pupils walking and cycling to school.
- 3.2 On [20 May 2020](#), Policy and Sustainability Committee approved plans to create space for walking and cycling across the city, in response to the Coronavirus (COVID-19) pandemic. This included proposals for neighbourhood areas including East Craigs and Leith.
- 3.3 On [20 August 2020](#), Policy and Sustainability Committee considered proposals for the creation of an LTN in East Craigs as part of the Council's Spaces for People (SfP) programme and noted that some residents in East Craigs had expressed concerns relating to the lack of consultation on the proposed LTN in their area. Committee agreed that, as well as moving forward with the SfP LTN proposals, the permanent Traffic Regulation Order (TRO) process for East Craigs LTN should be accelerated to the earliest possible time to allow full public consultation to take place.
- 3.4 The introduction on an [LTN in East Craigs](#), as part of the SfP programme, was approved by Transport and Environment Committee on [1 October 2021](#). This report also explained the intention to carry out an enhanced notification process for proposed LTNs in Corstorphine and Leith. This enhanced notification would include

wider publicity and more time for responses. Once complete, these projects would be presented to Committee for approval. This report was referred to Council on 15 October 2020.

- 3.5 On [12 November 2020](#), Transport and Environment Committee approved the commencement of an Experimental Traffic Order (ETRO) and proposed full public consultation prior to a later decision by Committee, as part of the process for the introduction of an [LTN in East Craigs](#). This was also approved by Council on 19 November 2020.

4. Main report

- 4.1 LTNs create a safer and more comfortable street environment for residents walking, cycling, wheeling and spending time in the local streets and outdoor spaces by reducing the volume and speed of traffic.

East Craigs LTN

Community Engagement

- 4.2 Following the approval of the commencement of an ETRO and proposal to carry out full public consultation, community engagement took place in February and March 2021.

- 4.3 This engagement included:

4.3.1 Leaflets sent to all households and businesses in the project area;

4.3.2 Information in the press and on social media; and

4.3.3 Community Reference Group meetings, including representatives from Community Councils, Parent Councils, community organisations, local groups, local business representatives, and local members of the Access Panel, Living Streets and Spokes.

Emerging Themes from the Early Engagement

- 4.4 From the Community Engagement meeting, the following themes emerged:

4.4.1 **Accessibility** – considering access in and out of the proposed LTN area on surrounding strategic roads and pathway and pavement maintenance.

Craigs Roads was highlighted as an area to improve and the community asked that the proposals be mindful of bus services and accessibility to existing bus services;

4.4.2 **Traffic** – the right turn from Craigs Road onto Drum Brae South has been highlighted as a problem, as were pavement parking, congestion at Maybury roundabout and using this area to avoid the main arterial routes; and

4.4.3 **Placemaking** – particularly on Craigs Road and on the existing path network and green spaces.

- 4.5 A survey on the Council's Consultation Hub attracted 817 responses, 94% of which were from people who indicated they were residents in the area. The key themes emerging from the survey on Streets where conditions could be improved were:

- 4.5.1 Where walking conditions could be improved (Maybury Road, Craigs Road, Maybury Drive, Drum Brae and Glasgow Road) 117 responses confirmed all local pathways could be improved, with 488 suggestions for improvement. 188 responses indicated no areas for improvement;
- 4.5.2 Where cycling could be improved (Maybury Road, Drum Brae, Glasgow Road, Craigs Road and North Gyle Terrace) 53 responses confirmed that all local pathways could be improved, with 365 suggestions for improvement. 187 responses indicated no areas for improvement; and
- 4.5.3 Where access or conditions could be improved for walking and cycling to schools (Craigs Road, Glasgow Road, Drum Brae, Maybury Road and general school pick up and drop offs), there were 377 suggestions for improvement and 380 responses indicated no areas for improvement.
- 4.6 The survey asked specific questions about traffic and speed levels before the Coronavirus (COVID-19) pandemic within the local area:
 - 4.6.1 81 responses indicated general issues at school drop off and pick up times, with 323 suggestions for improvement and 347 responses indicating no areas for improvement;
 - 4.6.2 135 responses made suggestions for improvements to reduce speeds in the areas, while 263 responses indicated no areas for improvement; and
 - 4.6.3 Within the proposed LTN area, Craigs Road was the street that received the largest number of comments (57) that there were high levels of traffic at certain times. These comments focused around there being higher levels of traffic around school drop off and pick up times
- 4.7 56% of survey responses indicated that residents are concerned or very concerned about the impact of proposed developments and increased traffic in East Craigs, with Maybury Road being the most commonly recorded street.
- 4.8 The feedback from the survey indicates that there are improvements which could be made to conditions for walking and cycling in the area, particularly at school drop off and pick up times. However, in the majority of themes, survey respondents indicated that there are no areas for improvement.
- 4.9 Taking account of all of the feedback received to date, officers recommend that plans for a LTN in East Craigs should not progress at this time.
- 4.10 At a later date, officers will further analyse the areas for improvement that were identified in the feedback received so far to determine potential next steps for the East Craigs LTN.
- 4.11 The summary report of the consultation findings is now available on the West Edinburgh Link [website](#).

Early Engagement on other LTNs

- 4.12 In parallel with the early engagement for the East Craigs LTN, community engagement (as set out in paragraphs 4.2 and 4.3) took place for Corstorphine and Leith.

- 4.13 The results of this engagement in both areas identified that areas where safety for walking, cycling, wheeling and access to public transport could be improved.
- 4.14 Concept Designs have now been developed for both areas and engagement on these has now commenced.

5. Next Steps

- 5.1 If Committee agree the recommendation to not progress with East Craigs LTN, officers will undertake further analysis on the areas identified for improvement to determine if other measures would be appropriate for this area. If appropriate, further proposals will be brought forward to a future meeting of this Committee.
- 5.2 Engagement is continuing on Concept Designs for LTNs in Corstorphine and Leith, with an [online survey](#) on Concept Designs for each area. These surveys went live on 4 June and close on 4 July 2021. Paper copies of the surveys are also available. It is intended to report back the outcome of these surveys to a future Transport and Environment Committee.

6. Financial impact

- 6.1 There are no financial impacts arising from the recommendations in this report.
- 6.2 The cost of the engagement for East Craigs to date, and the on-going engagement in Corstorphine and Leith has been met from Scottish Government, Places for Everyone, grant funding (administered by Sustrans).

7. Stakeholder/Community Impact

- 7.1 In October 2020, it was proposed to carry out an enhanced notification process with wider publicity and more time for responses for the LTN projects in both Corstorphine and Leith.
- 7.2 In November 2020, the Council approved the commencement of an ETRO and proposed a full public consultation prior to decision at a later Transport and Environment Committee for the introduction of a LTN in East Craigs.
- 7.3 In February 2021 early engagement on all three LTNs commenced. Details of the community engagement undertaken is outlined in paragraphs 4.2 and 4.3 of this report.
- 7.4 A survey was created for each project and residents were invited to submit their views through the survey online (on the Council's Consultation Hub) or by post.
- 7.5 The results from the East Craigs survey show a significant number of respondents felt that no improvements were required in this area. On the basis of this, officers recommend that further development of plans for an East Craigs LTN should not progress. Officers will investigate the areas which were identified for improvement

and will consider whether other appropriate measures could be introduced to address these improvement areas.

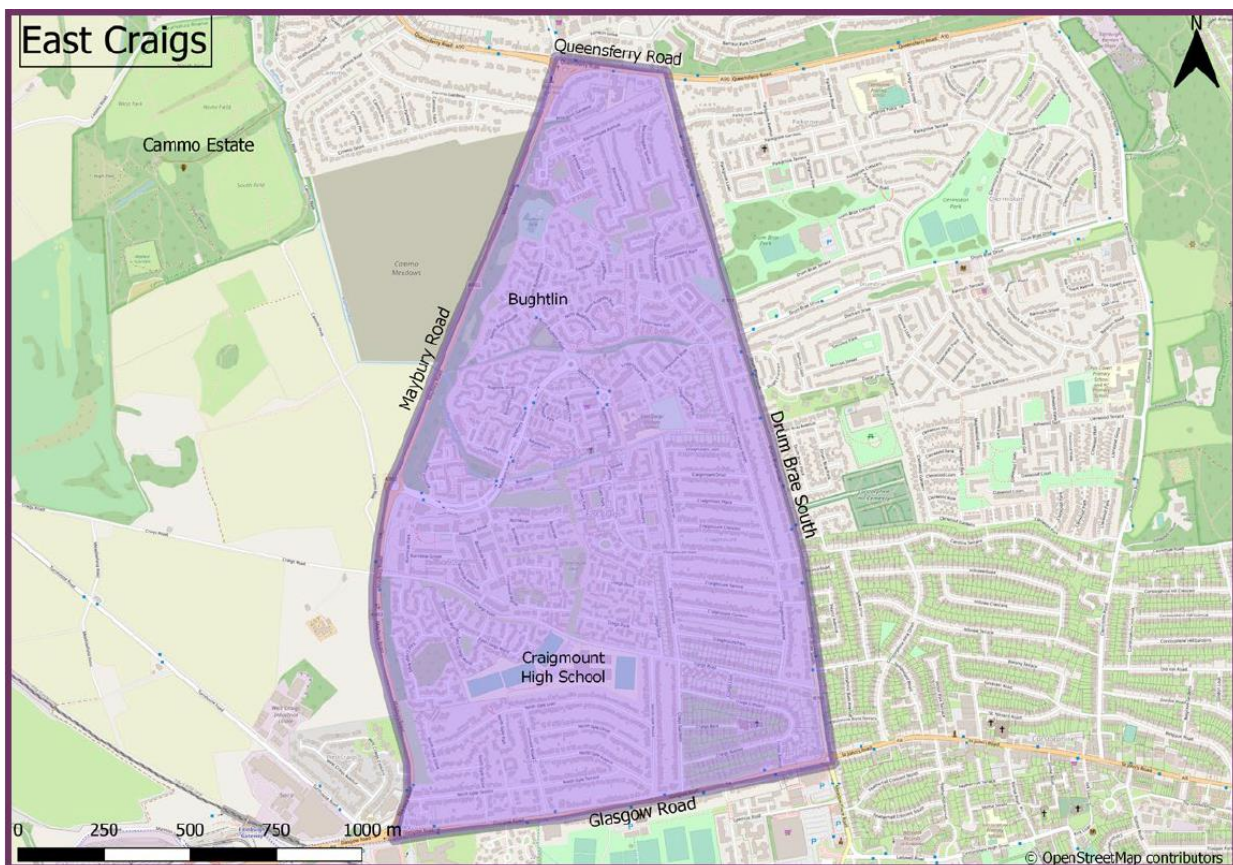
- 7.6 Feedback from the surveys in Corstorphine and Leith show positive support for measures to make it safer for people to walk, cycle and wheel in these areas. Based on this, and traffic data for the area, further engagement is underway on draft Concept Designs for LTNs in both communities. The results of this engagement will be reported to Committee with recommendations on next steps.

8. Background reading/external references

- 8.1 None

9. Appendices

- 9.1 Appendix 1 – Proposed Scope and Area for East Craigs LTN



Transport and Environment Committee

10.00am, Thursday, 17 June 2021

Petition for Consideration: Pedestrianise Elm Row

Executive/routine Wards Council Commitments	Executive Leith Walk
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1. Recommendations

- 1.1 To consider the terms of the petition 'Pedestrianise Elm Row' as set out in Appendix one.

Andrew Kerr

Chief Executive

Contact: Samuel Ho, Area Support Team Administrator

E-mail: samuel.ho@edinburgh.gov.uk | Tel: 0131 529 4210

Pedestrianise Elm Row

2. Executive Summary

- 2.1 The Transport and Environment Committee is asked to consider a petition at this meeting.

3. Background

- 3.1 The City of Edinburgh Council at its meeting on 22 June 2017 agreed the Petitions Committee be discontinued and that petitions would be sent to the responsible executive committees or in future locality committees for consideration.
- 3.2 At the meeting, the committee can:
- a) request a report on the issues raised by the petitioner and the committee;
 - b) agree that the issues raised do not merit further action and/or
 - c) agree to take any other appropriate action.

4. Main report

- 4.1 A valid petition entitled 'Pedestrianise Elm Row' has been received. The petition received 223 signatures.
- 4.2 The petition calls on the Council to help local businesses by closing 'Elm Row' to traffic once a week, to allow outdoor seating.
- 4.3 There are currently some businesses on Elm Row which have applied for and been granted permits for outdoor space.
- 4.4 However, due to the on-going Tram construction work on Leith Walk, officers consider that it would not be possible to pedestrianise Elm Row at the current time.
- 4.5 Once the Tram construction works are completed, officers could work with local businesses and residents in the area to investigate options to pedestrianise Elm Row at least one day per week.

5. Next Steps

- 5.1 The committee will determine next steps at this meeting.

6. Financial impact

6.1 Not applicable.

7. Stakeholder/Community Impact

7.1 There are no stakeholder/ community impacts arising from the consideration of the petition.

8. Background reading/external references

8.1 Minute of the City of Edinburgh Council 22 June 2017.

9. Appendices

9.1 Appendix 1 – Petition - Pedestrianise Elm Row

Appendix 1 - Pedestrianise Elm Row

Date made available for signatures	Date closed for signatures	Petitions Title and Petitions Statement	Wards affected
1 April 2021	10 June 2021	<p>Pedestrianise Elm Row</p> <p>As the Covid restrictions in Edinburgh begin to ease, those businesses without space for outside seating are at a severe disadvantage.</p> <p>My proposition to the council is to help local businesses who do not have much (if any) outdoor seating,</p> <p>I ask the council to consider closing Elm Row to traffic for at least one day a week to give the businesses a fighting chance in staying open.</p> <p>Closing Elm Row to traffic one day a week and allowing businesses to extend their seating onto the road, maximising outdoor capacity.</p>	Leith Walk

Transport and Environment Committee

10.00am, Thursday, 17 June 2021

Low Emission Zone – Preferred Scheme for Consultation

Executive/routine	Executive
Wards	All
Council Commitments	18

1. Recommendations

- 1.1 This report recommends that Transport and Environment Committee:
- 1.1.1 Approves the Preferred Low Emission Zone Scheme (LEZ) for consultation over the summer;
 - 1.1.2 Acknowledges that the Preferred LEZ Scheme has been defined using an evidence-based approach, as required by the National Low Emission Framework;
 - 1.1.3 Agree the objectives set out for the Preferred LEZ Scheme for Edinburgh (in section 4.17);
 - 1.1.4 Agrees to develop a local LEZ campaign, as part of the communications and engagement process which links to the national campaign ‘Get Ready’ for LEZs;
 - 1.1.5 Notes that the findings from the consultation on the Preferred LEZ Scheme to be held over summer will be brought back to Committee for consideration in autumn; and
 - 1.1.6 Agree to progress work on the design and development of an enforcement system for the Preferred LEZ Scheme, and to capitalise on available funding from Transport Scotland.

Paul Lawrence

Executive Director of Place

Contact: Gareth Barwell, Head of Place Management

E-mail: Gareth.Barwell@edinburgh.gov.uk | Tel: 0131 529 5844

Low Emission Zone – Preferred Scheme for Consultation

2. Executive Summary

- 2.1 Low Emission Zones (LEZs) in Scotland are mandated by The Scottish Government to reduce longstanding exceedances of legal air quality objectives (Nitrogen Dioxide, (NO₂)) originating from urban road traffic. LEZs help to improve air quality by discouraging the most polluting vehicles from entering an area, which will help improve public health and wellbeing.
- 2.2 The National Low Emission Framework (NLEF) requires an evidence-led approach to ensure LEZs tackle areas where Scottish Air Quality Objectives (AQOs) are exceeded, or are likely to be exceeded, and transport is identified as the key contributor. Three LEZ scheme options have been appraised in accordance with the NLEF and the relevant regulations to identify a Preferred LEZ Scheme for Edinburgh, namely a City Centre Low Emission Zone.
- 2.3 The Scottish Government and the four major Scottish Cities (Aberdeen, Dundee, Edinburgh and Glasgow) have agreed an indicative timeline to implement LEZs by Spring 2022, taking account of the impact of the COVID-19 pandemic. LEZs will be operational once agreed grace periods have expired. A grace period of two years is proposed for Edinburgh's LEZ scheme, which means enforcement of the LEZ will, subject to approval, commence in Spring 2024.
- 2.4 The Council has progressed a range of assessment and analysis work to develop the Preferred LEZ Scheme in partnership with neighbouring authorities, the regional transport authority (SEStran), Transport Scotland and the Scottish Environmental Protection Agency (SEPA).
- 2.5 Assessing the potential air quality impact of the LEZ forms the significant evidence-base for LEZ development, as defined by the National Modelling Framework (NMF). Traffic modelling has also informed the NMF together with the wider Integrated Impact Assessment work, financial analysis and general feasibility and deliverability considerations.
- 2.6 An Integrated Impact Assessment has been developed alongside the development of the Preferred LEZ Scheme to establish the impacts of the proposals on individuals and groups. The findings of this work highlight the need to ensure support for groups that are most affected, and that time is given (a grace period) to

ensure people are well informed and have time to prepare, prior to enforcement beginning.

- 2.7 Subject to Committee approval, a public consultation on the Preferred LEZ Scheme will be undertaken for a period of 12 weeks. As part of this process, further engagement will be held with key stakeholders who may be affected to ensure the success of the LEZ Scheme going forward.
- 2.8 The results of the consultation and stakeholder engagement will inform a report to Committee in the autumn, prior to commencement of the statutory processing to create a Low Emission Zone.
- 2.9 A Low Emission Zone Scheme in Edinburgh will need to be implemented in conjunction with wider transport policies and measures to complement behaviour change towards more sustainable transport.

3. Background

- 3.1 Air quality in Edinburgh is improving year on year, but there are still areas across the City where air quality standards for human health are not being met. Road transport in the urban areas remains a significant contributor to poor air quality. Air pollution especially impacts on the more vulnerable members of society - the very young and the elderly or those with existing health conditions such as asthma, respiratory and heart disease. This makes air quality an important health inequalities issue.
- 3.2 Air pollution, climate change, quality of the urban environment and mobility are strongly interconnected. It follows that effective policy co-ordination across these broad themes, at both central and local government levels, will deliver co-benefits greater than those possible by considering each in isolation.
- 3.3 The Cleaner Air for Scotland – The Road to a Healthier Future (CAFS) is a national cross-government strategy that sets out how the Scottish Government and its partner organisations propose to reduce air pollution further to protect human health and fulfil Scotland’s legal responsibilities as soon as possible.
- 3.4 A key element of the current CAFS strategy is the National Low Emission Framework (NLEF), which was published in January 2019. The NLEF provides a methodology for local authorities to undertake assessments in relation to transport related actions to improve air quality, where transport is identified as the key contributor to local air quality problems. It is designed to support and build on the work already being done through Air Quality Action Planning, as defined by the Local Air Quality Management (LAQM) regime.
- 3.5 Completion of NLEF screening assessments is a component of the 2017/18 Programme for Government (PfG) commitment that Scottish Government will ‘with local authorities, introduce Low Emission Zones (LEZs) into Scotland’s four biggest cities between 2018 and 2020, and into all other Air Quality Management Areas (AQMAs) by 2023, where the NLEF appraisals advocate such mitigation’.

- 3.6 As guided by Scottish Ministers during the COVID-19 pandemic response, LEZ progress work paused, before agreement was reached to set a new indicative timeline for LEZ implementation in the four major Scottish Cities. LEZs are now to be introduced across Edinburgh, Aberdeen, Dundee and Glasgow between February and May 2022.
- 3.7 The Council continues to work in close partnership with Scottish Environment Protection Agency (SEPA) and Transport Scotland to assist in the work of the National Modelling Framework (NMF) which is also a key element in CAFS. The NMF aims to standardise data collection requirements, analysis process and presentation of outputs to provide local authorities with information required to appraise measures for improving urban air quality, in a consistent method across Scotland.

Low Emission Zone Scheme Development

- 3.8 In Edinburgh, the Low Emission Zone scheme development has also been progressed alongside the Council's new local transport strategy (City Mobility Plan) and Edinburgh's City Centre Transformation in order to fulfil the Council's integrated strategic ambitions. Together these projects aim to improve health, wellbeing, placemaking and connectivity and have a key focus on prioritising sustainable travel choices to support the city's 2030 net zero carbon target, reducing the need for private car use and creating more pleasant environments for people to live, work and enjoy leisure time.
- 3.9 The [City Mobility Plan](#) confirms a commitment to developing a LEZ scheme along with other new and related measures aiming to tackle congestion and support cleaner air, including freight rationalisation, Workplace Parking Levy (subject to consultation), and, if necessary, a 'Pay as you Drive' scheme. A further range of initiatives are already in place to support the move towards low emission transport. These include investment in public transport including Trams extension, expansion of the active travel network, electric vehicles charging infrastructure, expansion of controlled parking zones and the parking permit diesel surcharge. The phasing out of older taxi and private hire vehicles is also being supported by the licensing regime.
- 3.10 In May 2018, Committee agreed to work with The Scottish Government and other partners to take forward a comprehensive approach to establishing LEZ in Edinburgh. Committee has since received the following reports related to air quality and LEZ development:
- 3.10.1 August 2018 agreeing to joint CMP, LEZ, and CCT consultation through 'Connecting our City, Transforming our Places' including options for a city centre and city-wide LEZ boundary.
- 3.10.2 December 2018, provided the Council's Annual Air Quality Update and reported a continuing trend towards compliance with legal limits. However, exceedances remain across the city, with the Central AQMA having the highest concentration of sites that exceed legal limits.

3.10.3 February 2019, summarised the findings of Connecting our City, Transforming our Places consultation and set out how the findings would shape the next stages of delivering CMP, LEZ, and ECCT.

3.10.4 In May 2019, the Committee agreed to public consultation and stakeholder engagement on LEZ proposals to be held between May and July 2019.

3.10.5 In October 2019, the Committee noted the main findings following the consultation on a proposed Low Emission Zone (LEZ) scheme.

3.10.6 December 2019 and January 2021 Air Quality Annual Progress Reports have also been noted.

Edinburgh's Low Emission Zone Scheme Consultation 2019

3.11 A public consultation on LEZ proposals ran between 27 May and 21 July 2019. The findings can be found in the above-mentioned report.

3.12 The consultation sought people's views on a city centre LEZ applying to all vehicle types, introduced within a short grace period (one year), to tackle the worst concentrations of air pollution in the densely populated area. In addition, an Extended Urban Area boundary (referred to at that stage as the 'Citywide boundary') was put forward to apply to all commercial vehicles - buses, coaches, HGVs, LGVs, vans, taxis, and private hire cars - with a longer time to prepare (three years). Private cars were scoped out of the proposals following the initial NMF process.

3.13 The consultation asked for feedback on the proposed boundaries for the zones, the specific vehicles the zones would apply to, and the amount of time vehicle owners would have before enforcement begins (grace periods).

3.14 Overall, findings from the consultation showed that cleaner air is important to all, but there were mixed views as to the suitability of the LEZ and to its specific aspects. General public and commercial audiences agree, albeit with differing priorities. For all however, vital questions to consider are the cost of LEZ compliance to them; the cost to life in Edinburgh (clean air, goods/services); and looking at a bigger, city and regional picture to tackle underlying issues (traffic flow, public transport, etc).

Development of Legislative Framework for Low Emission Zones

3.15 In May 2021, the regulations to give local authorities detailed powers under the Transport (Scotland) Act 2019 to create and enforce LEZs became law.

3.16 The Low Emission Zones (Emission Standards, Exemptions and Enforcement) (Scotland) Regulations 2021 cover the topics of emission standards, exemptions, penalty charge rates, and enforcement, and the Low Emission Zones (Scotland) Regulations 2021 cover consultation, publication and representations, examinations, approved devices, and accounts.

3.17 All vehicles outlined in the scope of a scheme, which meet the minimum emission standards may freely enter the LEZ and are defined as 'compliant'. Any vehicle within the scope of the scheme which does not meet the minimum emission

standard will be subject to penalties according to the Regulations and are defined as 'non-compliant'.

- 3.18 Emission standards for LEZs, defined in the regulations are categorised by Euro standards and fuel type, as summarised;
 - 3.18.1 Euro 6: diesel cars and light goods vehicles (generally those registered from September 2015);
 - 3.18.2 Euro 4: petrol cars and light goods vehicles (generally those registered from January 2006);
 - 3.18.3 Euro VI; HGVs, buses/coaches
- 3.19 As these are minimum standards, it should be noted that zero emission vehicles including electric and hydrogen powered vehicles, would also be considered compliant.
- 3.20 Emissions standards are sufficiently significant to introduce a LEZ that is ambitious, equivalent to the London Ultra Low Emission Zone and Paris (2022 to 2024).
- 3.21 Scotland's LEZs will follow a penalty enforcement regime and seek to catalyse behaviour change towards sustainable travel. This differs from the approach of England's Clean Air Zones (CAZs), which allow access based on a daily charge (e.g. £12.50 in London) and penalties are issued if the access charge is not paid.
- 3.22 The Scottish system aims to deter any non-compliant vehicle from entering a zone, with penalty charges escalating for repeat offences. Penalties are set nationally as dictated by the regulations. An initial charge for any non-compliant vehicle driving within a LEZ is £60, however the penalty rate approximately doubles for each subsequent contravention within a 90-day period, up to £420 for light passenger/commercial vehicles and £900 for heavy duty vehicles.
- 3.23 Scotland's LEZs are not designed to generate income and are predicted to yield zero or low revenue for the Council, due to these set of rules to discourage further contraventions.

4. Main report

Tackling Air Pollution in Edinburgh

- 4.1 Ongoing review and assessment of local air pollution across the City identifies a general downward trend of pollution concentrations, in particular traffic related Nitrogen Dioxide (NO₂).
- 4.2 The Council's Air Quality Annual Progress Report, as defined by statute under the Local Air Quality Management regime, details the progress the Council is making on actions which affect air quality. Coupled with improvements in the natural turnover of fleet, the cumulative impact of such measures are successful in reducing and maintaining the levels of NO₂ to below statutory objectives in some areas.

- 4.3 The 2020 Annual Progress Report confirmed that the Council is set to amend the Air Quality Management Area (AQMA) at St John's Road this year (2021) as the statutory hourly Objective for NO₂ has been met for the past four years. The statutory annual mean Objective however remains breached. Revoking the AQMAs in full, at Inverleith Row and Great Junction Street is also under consideration. These were declared for breaches of the annual mean Objective, which has been met for two and three years, respectively.
- 4.4 Every local authority that has an active Air Quality Management Area (AQMA), is required under Part IV of the Environment Act 1995 to provide an Air Quality Action Plan (AQAP) as a means to address the areas of poor air quality. The Council's Nitrogen Dioxide AQAP is being devised concurrently with the LEZ Scheme proposal, so that it features as a principle action in the Plan.
- 4.5 The Plan will address traffic emissions across the City but can also include targeted interventions in the other AQMAs. Feasibility work has been undertaken for junction improvements that would reduce traffic queueing and pollution concentrations further in the St John's Road AQMA. Part-funding has been awarded from Scottish Government to progress this work in 2021/22.
- 4.6 The Council has undertaken a range of work in relation to developing the Preferred LEZ Scheme, from the 2019 public consultation and stakeholder engagement to working in partnership with neighbouring authorities, SEStran, Transport Scotland and SEPA, through the Council's own LEZ Delivery Group. National governance arrangements are also set-up for the delivery of LEZs in Scotland including transport Scotland's 4-Cities Consistency Group and a Leadership Group, chaired by ministers.
- 4.7 The report described herein presents the findings of the assessment work which defines the Preferred Scheme for Edinburgh.

National Modelling Framework (NMF)

- 4.8 SEPA is supporting local authorities throughout the assessment and the decision-making process, through the development of the NMF local model. The local models utilise ADMS-Urban, a recognised system that is used around the world for modelling all aspects of air pollution across urban areas.
- 4.9 This air dispersion modelling is supported by traffic modelling undertaken using the Council's strategic VISUM model suite.
- 4.10 SEPA was subject to a serious and complex criminal cyberattack in December 2019, that significantly impacted their internal systems and air quality modelling capabilities. As part of the recovery plan, the delivery of the NMF obligations to assist in the final assessments of the LEZ options for the Scottish cities, was considered priority.
- 4.11 Although SEPA has been unable to complete and formally report on the full NMF air dispersion modelling work, it has been possible for them to provide an interim report based on the Edinburgh local model, derived from a presentation to officials prior to the cyberattack (SEPA, April 2021). This is presented in Appendix 1.

- 4.12 An alternative approach to allow the four Scottish local authorities to progress assessment work during the early part of 2021 was discussed at the LEZ Leadership Group meeting held in February 2021. The following steps were recommended by the Scottish Government and SEPA on a way forward and agreed by the group which includes Health Protection Scotland and the local authorities involved in the national LEZ Programme;
- 4.12.1 Continuation of traffic modelling to define a small number of potential LEZ options or a Preferred LEZ option for each city.
 - 4.12.2 Emissions analysis on the traffic model outputs using the established NMF methodology. This will assess the impact of the LEZ by comparing traffic and traffic related emissions between the reference (baseline) and LEZ options.
 - 4.12.3 SEPA would continue to undertake detailed air dispersion modelling during the consultation phase over the summer of 2021 to support the local authorities in finalising the preferred LEZ scheme for Committee and Ministerial approval in late 2021 and early 2022.
- 4.13 In response SEPA have also produced an NMF Emissions Analysis Report for Edinburgh (Appendix 2).
- 4.14 This information coupled with the following appraisal has helped inform the preferred Scheme for Edinburgh.

Appraisal Approach

- 4.15 LEZ schemes in Scotland are statutorily obliged to include two objectives in relation to emissions reduction.
- 4.16 The Council also exercised discretionary powers with partners, to agree a further three objectives. Developed with the initial LEZ consultation in 2019, these aim to minimise the impact from any traffic diverted as a result of a LEZ boundary and to encourage behavioural changes to ensure more sustainable travel.
- 4.17 The LEZ Scheme objectives for Edinburgh are;
- 4.17.1 Contribute towards reduction of NO₂ emissions in fulfilment of section 87(1) of the Environment Act (1995)
 - 4.17.2 Contribute towards reduction of greenhouse gas emissions in fulfilment of Part 1 of the Climate Change (Scotland) Act 2009
 - 4.17.3 Minimise the impact from traffic displacement across network, related to LEZ scheme
 - 4.17.4 Strategically align with Council sustainable transport, active travel and placemaking objectives
 - 4.17.5 Strategically align with national funding provision policies, supporting individual and business adaptation.
- 4.18 A National Low Emission Framework appraisal, incorporating these objectives and other key principles was considered against a number of options for the Edinburgh LEZ Scheme. These options are highlighted below;

- 3.17.1 Option 1 – City Centre LEZ – Original Boundary as proposed for the consultation undertaken in 2019, with minor amendments.
- 3.17.1 Option 2 – City Centre LEZ – Revised Boundary as a feasible alternative to the original boundary.
- 3.17.1 Option 3 – City Centre and Extended Urban Area LEZs. This included either one of the above City Centre boundaries, plus the addition of a boundary covering the wider urban area, roughly within the City Bypass. This has previously been called the Citywide boundary. This option was also proposed as a part of the consultation in 2019.

- 4.19 The inclusion of a grace period was also considered during appraisal process as it forms a statutory requirement of the Scheme.
- 4.20 Consideration of the different vehicle types is also detailed.
- 4.21 Appendix 3 details the NLEF appraisal document.

Preferred LEZ Scheme for Edinburgh

- 4.22 The appraisal concluded that Option 1 – City Centre LEZ is the preferred scheme for implementation in Edinburgh.
- 4.23 The preferred scheme details are summarised in Appendix 4.

Boundary

- 4.24 The LEZ boundaries considered in the options appraisal were developed based on the findings of the NMF. An additional consideration was to provide a clear, logical, and readily signposted diversion route for non-compliant vehicles. Drivers need to be able to travel round the LEZ boundary, so that they can avoid being penalised by choosing not to enter the zone.
- 4.25 The NMF process coupled with feedback from the previous consultation process, highlighted significant impacts that could arise with the Original boundary, especially in relation to air quality on Palmerston Place and Chester Street on the western part. Traffic on these streets would increase and the proportion of non-complaint vehicles would also increase, as vehicles choose to divert rather than enter the zone. This led to consideration of the Revised Boundary. A detailed NMF analysis of the City Centre boundary options was undertaken.
- 4.26 The analysis indicated that in the long-term (future scenario) the impact on Palmerston Place and Chester Street is not sustained. This is likely to be due to less non-compliant traffic needing to use the diverted route, as well as vehicle standards generally improving.
- 4.27 The Revised Boundary which includes Lothian Road/Charlotte Square as the main western boundary, showed that existing air quality issues on Lothian Road would be exacerbated and that in the future scenario, these issues would not be resolved. This indicates that it would take a much longer time to resolve the existing air quality problems on Lothian Road.

- 4.28 Consideration of residential and commercial addresses along those streets most impacted streets by the two boundary options highlighted a greater amount of residential and commercial properties with the Revised boundary. These streets are also busy urban centres with a significant amount of shops and retail. The impact of the Revised boundary could therefore be more significant.
- 4.29 Overall, both the Original and Revised boundary options will improve air quality in the City Centre. Compared to a 'No LEZ' scenario, it is predicted that there will be 75% fewer model exceedance points in the City Centre and 50% fewer model exceedance points across the whole of the City (SEPA, April 2021).
- 4.30 Within the City Centre either option would reduce NOx emissions from traffic sources, by 55% (equivalent to 25-30 tonnes/year), when compared to 2019 levels. For areas that are not in the LEZ, it is predicted that NOx emissions from traffic sources will comparably decline by 15%.
- 4.31 The introduction of a City Centre LEZ does not significantly change predicted air quality concentrations in AQMA's outwith the City Centre e.g. Leith, Corstorphine, due to displaced traffic.
- 4.32 Overall, the findings of the appraisal recommended that implementation of the Extended Urban Area boundary, which would affect commercial-type vehicles, should not be progressed.
- 4.33 Air Quality improvements are already being realised across the City, which is having a positive benefit on the status of the AQMAs outwith the City Centre.
- 4.34 An analysis of the Edinburgh fleet composition showed that there were significant improvements already made in the commercial-type fleet. There is likely to be acceptability in industry that LEZs are coming with the national and local campaigning. In London air quality benefits had been realised prior to the enforcement of the LEZ. Prior to the Ultra LEZ implementation, a 20% decrease in nitrogen dioxide was recorded as taxis, buses and delivery vehicles were upgraded. In Leeds, pre-scheme gains were thought to be sufficient and a Clean Air Zone was cancelled in 2020.
- 4.35 In Edinburgh, traffic surveys undertaken in February 2020 showed, Heavy Goods Vehicles (HGVs) were 76-95% compliant. Light Goods Vehicles (vans) increased in compliance from 7% in 2016 to 48% in 2020.
- 4.36 The IIA identified the potential economic costs of replacing vehicles a high priority for the Extended Urban Area impact. Commercial-type vehicles will be most significantly affected due to their inclusion. According to Federation of Small Businesses figures, Scottish Small and Medium Sized Enterprises (SMEs) are heavily reliant on cars, vans and lorries for their daily operations and travelling into work. The introduction of a LEZ would impact SMEs in different ways due to the varied nature of the businesses and the Extended Urban Area boundary would have more of an impact in this regard.
- 4.37 Small enterprises represent over 90% of businesses in Edinburgh. Sixty three percent of companies rely upon vehicles, most likely LGVs, to deliver goods or drive

to clients to provide a service, therefore, this sector where non-compliance rates are at 48% could be disproportionately affected by the Extended Urban Area boundary.

- 4.38 Over 60% of the bus and coach fleet (excluding Lothian Buses) was compliant in February 2020. Lothian Buses, who are responsible for the majority of trips with these types of vehicles in the City, are committed to reaching compliance with the LEZ requirements by the end of 2021. As the majority of buses and coaches will be affected by the City Centre LEZ boundary, the Extended Urban Area boundary would have limited impact on this sector.
- 4.39 In conclusion, the City Centre area has the greatest magnitude of traffic related pollution problems and breaches of statutory Air Quality Objectives (AQOs). Options 1 and 2 support compliance with AQOs and are supported by a strong evidence-base which highlights the Central Air Quality Management Area (AQMA) as the focus for targeted interventions.
- 4.40 Option 1 – the Original boundary - is preferred for delivering air quality improvements since it includes a wider population and a larger portion of the City Centre, including greater coverage of the Central AQMA.

Scope of Vehicle Types

- 4.41 Due to the scale of existing air quality exceedances in the City Centre, it was deemed appropriate to include all vehicles, except motorcycles and mopeds, in the Preferred LEZ Scheme. Therefore, the scope of vehicle types to be included are as follows: cars (light passenger vehicles), minibuses, buses and coaches, LGVs and HGVs.

Grace Period

- 4.42 A grace period of two years will begin on the start date and will apply to all vehicle types included in scope.
- 4.43 This means, with the start date currently Spring 2022, enforcement would commence in Spring 2024, following the two years grace period.
- 4.44 The legislation supporting LEZs stipulates that there must have a minimum of 1-year grace period. The appraisal identified a further one-year period would be necessary in order to support the economic recovery relating to COVID-19 impacts. This time would also facilitate transport infrastructure changes that are required for the boundary to function efficiently and allow for a review of any road construction considerations.

Wider Considerations

Traffic Network Management

- 4.45 One of the main issues with a LEZ is the concern that air pollution gets worse outside the zone due to vehicles diverting around the boundary, rather than entering the Zone. Experience from London and cities in Germany show that the cleaner vehicles are also used in the surrounding area, spreading the benefit.

- 4.46 The NMF assessment work shows that the air quality in the AQMAs outwith the City Centre will not worsen as a result of a City Centre LEZ, however, as highlighted above, there is potential for localised impact.
- 4.47 To account for these potential impacts, the NMF considered the traffic modelling in detail which considers changes in traffic flow, as well as fleet composition (see Appendix 5 Traffic Modelling Report).
- 4.48 In order to mitigate against these impacts and ensure the traffic network functions effectively, without providing significantly additional capacity, the Council is developing a Network Management Strategy. The main aim is to minimise the impact from traffic displacement across network from the operation of the LEZ.
- 4.49 Mitigation measures to be brought forward as a part of this strategy are likely to include junction reconfiguration (Toll cross, Pleasance/Holyrood/St Mary's Street), road changes (two way on Morrison Street), reconsidering loading needs (Palmerston Place), optimised signal staging (Palmerston Place/Chester Street, Easter Road/Abbey mount, Abbeyhill), improved signing, overnight lorry ban (Great Stuart Street/Ainslie Place) and rationalisation of pedestrian crossings or links to Urban Traffic Control (Pleasance).
- 4.50 Junction improvements are already being developed for Drumsheugh Gardens / Lynedoch Place / Randolph Crescent and Lothian Road. These will be reviewed to ensure LEZ traffic change demand is accommodated.
- 4.51 A robust monitoring regime will also form part of the network management strategy and may cover public transport journey times, traffic surveys and public opinion surveys – see further details below.

Other considerations

- 4.52 Despite the potential for accelerated improvement in vehicle standards with a LEZ, it will be difficult to meet the statutory Air Quality Objectives in some areas of the Central AQMA. Busy narrow streets with tall buildings will be particularly challenging. In these locations, other measures to reduce emissions will be required. It will be important to align the Councils portfolio of strategic traffic and public realm improvement projects with the LEZ delivery and Air Quality Action Planning work. This is particularly pertinent with a City Centre LEZ and the emerging Edinburgh City Centre Transformation programme.
- 4.53 The Preferred Scheme aligns well with the City Mobility Plan (CMP). With the City Centre LEZ including cars this will support strategic measures for encouraging modal shift from private cars to more sustainable forms of transport. In turn, this supports the development of public transport and active travel infrastructure as well as contributing to the net zero greenhouse gas target.
- 4.54 Greenhouse gas reduction and carbon emission-free mobility is a fundamental element of CMP and the Council will continue to promote and encourage new and zero emission vehicle technologies including the appropriate charging infrastructure with the Strategy delivery. This will help off-set any implications from encouraging

fossil-fuelled LEZ vehicle compliant vehicles and the need to work towards net-zero carbon targets for 2030.

- 4.55 The unprecedented changes in living and working patterns from the impact of COVID-19 are likely to have had a significant, but as yet unquantified, effect on air pollution.
- 4.56 In Scotland, during the main lockdown period in 2020, nitrogen dioxide levels declined. Transport Scotland commissioned a study 'LEZ Post-COVID Uncertainty' (See Appendix 6) which considered four plausible futures (with varying traffic demand and vehicle compliance levels) against the NMF model assessments for the four Scottish Cities. The ongoing assessment work for Edinburgh was found to be robust to variations in network conditions that may occur in a post-pandemic world. The study also concluded LEZs are still required to improve air quality and protect the City Centres.
- 4.57 The case to ensure LEZ are progressed in a timely manner can be supported by considering some of the future fleet projections. Taking account of the post-COVID uncertainty and accepting the fact that national fleet projections should be treated with caution (SEPA, 2018), as an estimate, there could be approximately 20,000 non-compliant vehicles in the Edinburgh Travel to work area in a near-future scenario. This is based on the following details obtained from the data from the 2023 National Atmospheric Emission Inventory;
- 16,000 cars (diesel) (22%)
 - ~3610 LGV (18%)
 - ~120 HGV (8.4)
- 4.58 In order to ensure LEZ are effective and provide value for money in their implementation, they should be implemented without further delay.
- 4.59 The simplicity of the Preferred Scheme (with one boundary and one grace period for all vehicle users), will provide the added benefit of ensuring clear communication and engagement with public and stakeholders. An evidence based, targeted air quality intervention with a relatively concise geographical area, provides a step-change approach to emissions control in Edinburgh. The chosen approach can help build public confidence in evidence-backed interventions.

Funding support

- 4.60 Funding to support the implementation of LEZs is being made available by the Scottish Government on a year on year basis.
- 4.61 The LEZ Support Fund and Travel Better vouchers are available to households on specific means-tested benefits within a 20km radius of a planned LEZ. If eligible a £2,000 cash grant can be awarded towards the disposal of non-compliant vehicles. Successful households can also apply for a further £1,000 Travel Better vouchers for sustainable travel alternatives. Options include bus passes, train season tickets, new and used bikes, as well as car club membership and credits.

- 4.62 The LEZ Support Fund for Businesses is geared towards micro businesses and sole traders, with an operating site within 20km of a LEZ. A £2,500 cash grant towards the safe disposal of non-compliant vehicles is available.
- 4.63 The LEZ Retrofit Fund will provide micro businesses, who operate within one of Scotland's four proposed low emission zones, with support to retrofit their existing non-compliant vehicles with Clean Vehicle Retrofit Accreditation Scheme (CVRAS) approved solutions. Grants are available to cover up to 80% of the cost.
- 4.64 The following funding streams have been awarded in relation to Edinburgh's LEZ plans in 20/21 financial year:
- 4.64.1 Funding support for low income households just over £80,000;
 - 4.64.2 Funding for small/micro businesses £282,500;
 - 4.64.3 Retrofitting (nearly all taxis) £300,000.
- 4.65 These schemes have been established again for the 2021/22 financial year.
- 4.66 To support the introduction of LEZs across the bus and coach sector, BEAR - the Bus Emissions Abatement Retrofit - Programme has supported operators with the cost to retrofit vehicles with CVRAS technology. This funding has been available to licensed bus and coach operators, community transport providers and local authorities. The Programme was oversubscribed in the 20/21 financial year, when approximately £9.75 million awarded across Scotland. It is anticipated that a BEAR 4 scheme will be announced for the current financial year so that this support can continue.

Wider Scheme Development

Exemptions

- 4.67 National exemptions to the scheme, are outlined in the regulations and include emergency service vehicles; naval, military and air force vehicles; historic vehicles; vehicles for disabled persons (including blue badge holders); and showman vehicles.
- 4.68 The Council may grant and renew time-limited exemptions in respect of a vehicle or type of vehicle. In doing so, the registered keeper of the vehicle would be exempt from LEZ enforcement for the period that the exemption applies, which may be no more than 1 year, on each occasion.
- 4.69 To encourage compliance and protect public health, exemptions are to be granted only in exceptional circumstances.
- 4.70 Through findings of the Integrated Impact Assessment work and discussion with stakeholders, low-income workers, for example care workers, could be considered for time-limited exemptions. The statutory consultation process will explore the impact of the Scheme on affected groups, to inform any policy to support the Scheme implementation.

Hours of Operation

- 4.71 The scheme will operate 24 hours, 7 days a week, all year round. This is the default position of Scottish LEZs, as outlined in the draft guidance issued by Transport Scotland.

Enforcement

- 4.72 The Council's local enforcement strategy seeks to ensure compliance with the Scheme is maximised, to achieve and exceed LEZ Scheme objectives. In conjunction with the regulations and guidance, Automatic Number Plate Recognition (ANPR) cameras and Mobile Enforcement Vehicles will be utilised as the basis of enforcement.
- 4.73 The strategy aims to be financially affordable, minimise unnecessary costs where possible and be flexible, so that equipment can be adapted to meet the evolving needs of the scheme or for different purposes as needs change over time. In the first instance synergies with the Public Space CCTV network upgrade, which is part of Smart Cities Scotland is being explored.
- 4.74 The enforcement system design will complement other strategic placemaking objectives such as the need to limit street clutter and minimising the impact on the heritage environment.
- 4.75 Simplification of the scheme in terms of the grace period and vehicle types included has the added benefit of clear and concise public communication about the Scheme going forward, which is also key to successful enforcement.
- 4.76 Funding being made available in the current financial year by Transport Scotland will be capitalised to further develop the enforcement system plans.
- 4.77 A copy of the Council's draft Local Enforcement Strategy is included in Appendix 7.

Monitoring

- 4.78 A LEZ annual progress report is required by the Regulations, on the operation and effectiveness of the scheme. The annual report is required to evaluate the Scheme's contribution towards improving air quality and reducing greenhouse gas emissions.
- 4.79 In addition to the statutory requirements for reporting, the Council will also seek to analyse the impacts of the Scheme on vehicle demographics (emissions standard profiles) and contribution towards modal shift, where possible.
- 4.80 In order to measure the objectives of the Scheme;
- 4.80.1 The monitoring of air quality will continue, and future consideration will be given to new requirements as SEPA's modelling work continues.
- 4.80.2 The Network Management strategy monitoring will involve public transport journey time analysis, traffic surveys and monitoring public feedback.
- 4.80.3 Transport-related emission reduction in respect to greenhouse gases will also be measured with the Council's commitment to target net-zero by 2030.

4.80.4 While working with Transport Scotland and the Energy Savings Trust, the Council will continue to monitor the uptake of LEZ Support Funds and other related retrofit funds.

4.81 The success of the Scheme will also be measured against the ability ensure integration of the LEZ with Edinburgh City Centre Transformation projects, the City Mobility Plan and the Local Air Quality Management statutory regime.

5. Next Steps

5.1 A period of statutory engagement and consultation will commence following the Committee meeting to make stakeholders and the public aware of the detail of the Preferred LEZ Scheme and to obtain views on the proposal. The engagement will run for 12 weeks and, in accordance with provisions set out in the Transport (Scotland) 2019 Act, will include consultation with:

5.1.1 SEPA

5.1.2 SNH

5.1.3 HES

5.1.4 Representatives of

- Road haulage industry
- Bus and coach industry
- Taxi and private hire car industry
- Local businesses
- Drivers likely to be affected by the proposal

5.1.5 Neighbouring local authorities

5.1.5.1 SEStran

5.1.5.2 NHS Lothian

5.2 LEZ regulations state that consultees must be provided with specific information on the Scheme, including details of the Scheme itself (the zone, date it comes into effect, the vehicles affected, objectives and grace periods), as well as the reasons for the Scheme and the time period for representations to be made and how representations should be submitted.

5.3 Although the minimum standard for buses is Euro VI, engagement with the bus sector will also take account of the way Lothian Buses are trialling the use of electric buses to explore if there are learning opportunities for other operators, with this developing technology.

5.4 Following the summer consultation, responses will be analysed and in the autumn the Committee will be asked to consider whether to approve the proposal, or whether further work needs to be done by way of consultation. In the event that the

Committee approves the proposal, or does so subject to minor revision, the Final Scheme can be published prior to the end of the year.

- 5.5 A statutory period of a minimum 28 days will be initiated following publication of the Final Scheme. During this period formal objections to the proposal can be lodged.
- 5.6 In early 2022, the Committee will need to consider any objections and whether they are well founded and should be accommodated in the Final Scheme. At this stage an examination by the local authority can also be triggered.
- 5.7 Following the formal objections period, the Scheme would need to be submitted to Scottish Ministers for approval. Ministers also have the right to consider an examination.
- 5.8 An examination at either stage of the process would mean that the national indicative timeline to have a LEZ Scheme implemented in Spring 2022 could not be met.
- 5.9 If the scheme is modified to any significant extent following the statutory consultation or formal objections stages, there may be a need to restart the LEZ process, with statutory consultation afresh etc. Again, in this instance, the national timelines would not be met.

6 Financial impact

- 6.1 Introducing a LEZ in Edinburgh will be progressed alongside the development of the local transport strategy (City Mobility Plan) and Edinburgh City Centre Transformation. Together these projects represent a significant and positive investment in the City during a period of rapid population expansion with a key focus on prioritising sustainable choices and reducing the need for private car use.
- 6.2 The Scottish Government has allocated a multi-year budget to support the implementation of LEZ schemes across Scotland with funding released to each of the four local authorities at key stages of delivery. The Council was recently successful in securing £145,000 in grant funding from Transport Scotland to support costs relating to LEZ development, for example, traffic modelling and communication and engagement.
- 6.3 Subject to Committee approving the Preferred Scheme as detailed in this report, and subject to final consultation and engagement, detailed designs and implementation proposals for the project will be progressed which will set out final costs for the project, including future management and maintenance of the scheme. A further grant application will be made to Transport Scotland seeking funding towards the capital costs of implementing the project including cameras, technological support and signage.
- 6.4 Committee should note that Transport Scotland funding will not cover all aspects of implementing the LEZ project such as staffing costs, legal advice and potentially interventions to redesign any key road junctions.

- 6.5 Ongoing operational costs and maintenance of equipment will also not be covered by future grant support from Transport Scotland. This will have budgetary implications for the Council, which could be offset by revenue collected from penalty charges; however, revenue is likely to be limited due to the deterrent nature of the Scheme.
- 6.6 Indicative, high-level costs were taken into account for the appraisal process. The estimated future operational cost for the Preferred scheme is £400k per annum.
- 6.7 A full financial appraisal of the project will be undertaken once detailed designs and implementation costs have been established and will be reported to Committee later this year. The report will also detail costs which will be eligible for grant support from Transport Scotland and costs to be met by the Council.

7 Stakeholder/Community Impact

Consultation and Engagement on Preferred Scheme

- 7.1 A summary of an Integrated Impact Assessment (IIA) was presented to Committee in 2019 to understand the potential impacts of the LEZ. The process was supported by consultation with a range of stakeholders including representatives from protected characteristic groups, the taxi and private hire car sectors, the bus and coach sector, freight sectors through the Council's ECO Stars scheme and local businesses, as well as with wider general stakeholder groups, including health and environmental groups, schools, community councils and residents.
- 7.2 The Leadership Group involving representatives from Transport Scotland the other Scottish cities introducing a LEZ, helped to maintain a regional and national perspective on developing regulations, communication and impact assessment work. A 'Get Ready – LEZs are coming' national campaign was also supported by the Council.
- 7.3 In 2020/21 the IIA summary was supplemented by detailed impact assessment and fleet analysis for the Edinburgh Travel to Work Area, to create and updated IIA which is fit for purpose. This process also involved further discussion with Edinburgh Access Panel and officers working on the Council's Poverty Action Plan.
- 7.4 The IIA work and wider consultation has informed the detail of the Preferred Scheme and mitigation measures which will reduce impacts. The summer consultation will provide further opportunity for the public and stakeholders to engage with the Council ahead of the Scheme being finalised.
- 7.5 Strategic Environmental Assessment screening in 2019 highlighted the need for the LEZ to be assessed as a part of the wider Edinburgh City Centre Transformation programme and City Mobility Plan work. The SEA concluded that the cumulative impacts of introducing the LEZ along with other policies and strategies, such as the City Mobility Plan and Edinburgh City Centre Transformation, would generally be positive.

- 7.6 An area of concern highlighted in the SEA was the potential for negative impacts on air quality as a result of traffic displacement due to implementation of policies such as the LEZ. This was also considered in the formulation of the Preferred Scheme through the NMF.
- 7.7 Low Emission Zone Support Funds, to help those most in need to prepare for LEZ are provided by Transport Scotland. Certain affected groups as identified in the Integrated Impact Assessment (IIA) (e.g. low-income households, microbusinesses) are supported by the grant funding. Several other grants and loans are available for the wider population to support the switch to cleaner vehicles and are outlined in the IIA.
- 7.8 The initial IIA was reported to Committee in October 2019. The current IIA which has been updated is set out in Appendix 8. The Assessment will remain an interim report until such times as the Final Scheme is confirmed.
- 7.9 The City Mobility Plan SEA incorporating the LEZ is set out [here](#).

8 Background reading/external references

- 5.0 National Low Emission Framework <https://www.gov.scot/publications/national-low-emission-framework/pages/2/>
- 5.1 SEPA 2018 – Initial NMF Report [Low emission zone scheme – The City of Edinburgh Council](#)
- 5.2 Low Emission Zone Scotland website [Low Emission Zones Scotland | Transport Scotland](#)
- 5.3 Energy Savings Trust – Support Funds [Low Emission Zone Support Fund for households - Energy Saving Trust](#) and [Low Emission Zone Support Fund for businesses - Energy Saving Trust](#)

9 Appendices

- 5.4 Appendix 1 – SEPA (2021) Air Modelling Results Interim
- 5.5 Appendix 2 – SEPA (2021) Emissions Analysis Report
- 5.6 Appendix 3 – Options Appraisal Document
- 5.7 Appendix 4 – Summary of Preferred LEZ Scheme Details
- 5.8 Appendix 5 – Jacobs (2021) Traffic Modelling Report
- 5.9 Appendix 6 – Post COVID19 Uncertainty Summary Note
- 5.10 Appendix 7 – Local Enforcement Strategy
- 5.11 Appendix 8 – Integrated Impact Assessment

SEPA Air Modelling Results - Interim Presentation Summary

Main Points to Note

- Both Large and Small LEZ options will improve air quality in the city centre (compared to 'No LEZ', there will be 75% fewer model exceedance points) and, to a lesser extent, the whole city (compared to 'No LEZ', there will be 50% fewer model exceedance points)
- For the Large and Small LEZ options, around 10% of modelled points that are 'In and Within 500m of the Large LEZ' have increased concentrations, when compared to the Base Run/Do Nothing scenario. They are, however, in different locations, have different magnitudes and last for different periods of time.
- The Large LEZ option will improve air quality over a larger area of the city centre than the Small LEZ, however will likely significantly increase concentrations and create new model exceedances on Palmerston Place and Chester Street. The 'future scenario' suggests these new model exceedances will not last long
- The Small LEZ option will not result in new model exceedances, however, the existing model exceedances on Lothian Road are still present in the 'future scenario' and will take longer to resolve.
- The introduction of a city centre LEZ does not significantly change predicted concentrations for AQMA's away from the city centre (e.g. Leith, Corstorphine) due to displaced traffic. No new exceedances are predicted in these areas, and air quality will improve as new vehicles enter the fleet and emissions are reduced over time.

Introduction and Background

Air quality monitoring and management activities in Scotland is primarily driven by the 2008 ambient air quality directive (2008/50/EC), which was incorporated into Scottish law through the Air Quality Standards (Scotland) Regulations 2010. At a local level, The Environment Act 1995 and Regulatory Reform (Scotland) Act 2014 sets out the Local Air Quality Management (LAQM) regime to assist Local Authorities in achieving air quality standards and objectives to protect human health.

The Cleaner Air for Scotland (CAFS) strategy, released in 2015, sets out how Scottish Government and its partner organisations propose to further reduce air pollution to protect human health and fulfil Scotland's legal responsibilities as soon as possible. The strategy includes commitments to ensure a consistent approach to the appraisal, design and implementation of Low Emission Zones (LEZ) through the application of the National Low Emission Framework (NLEF), in conjunction with the National Modelling Framework (NMF)

In September 2017, the Scottish Government's Programme for Government committed to the introduction of LEZ's in Scotland's four biggest cities (Glasgow, Edinburgh, Aberdeen and Dundee) by 2020, with the first introduced in Glasgow in 2018. COVID-19 and the subsequent lock-down restrictions have temporarily paused the implementation of LEZ's and the Scottish Government have set a new timetable for LEZs to be introduced across all four cities between February and May 2022.

CAFS is currently under review, with an updated strategy (CAFS2) expected later in 2021. The initial findings of the review identified that Scotland was performing well on air quality, with the major pollutants continuing to

fall as a result of actions taken to date. However, the review also recommended that Scotland must take a precautionary public health approach to air quality reductions.

The modelling presented here has been carried out in line with the NMF, which has the aim to deliver a detailed and consistent approach to urban air quality modelling. The methodology was developed during a pilot project in Aberdeen and was reviewed by Professor Margaret Bell of Newcastle University.

The NMF methodology is based on using high quality and detailed traffic data to calculate vehicle emissions, appropriate meteorology and background concentration data. Models are built using the same software (ADMS Urban for dispersion modelling and EMIT for emissions calculations); consistent methods and model settings are used, where appropriate. Street geometry data (e.g. road layout, road width and building heights) are derived from the same sources. The results of the modelling are processed, visualised and reported in a consistent and informative way.

An earlier report (Air Quality Evidence Report – Edinburgh; November 2018) shows that the NMF Edinburgh model performs well when compared against observed air quality data, highlights how fleet composition changes can improve air quality on a city wide basis and looks at source apportionment for different vehicle sectors.

This report considers how changes to traffic due to the introduction of a city centre LEZ can affect air quality and accompanies a presentation provided to Edinburgh Council. It is important to note that this is an interim report due to technical issues; any uncertainties due to these technical issues are highlighted.

Low Emission Zone options:

Within this document, the LEZ options are referred to as the 'Large LEZ' and 'Small LEZ':

- **Large LEZ:** This is the LEZ option which includes Morrison Street, Torphichen Street, Palmerston Place and Chester Street as the Western boundary (Fig 1)

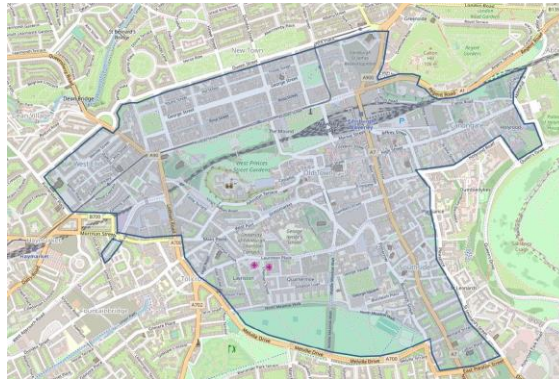


Fig 1: Large Low Emission Zone option

- **Small LEZ:** This LEZ option has Lothian Road and Charlotte Square as the western boundary (Fig 2)

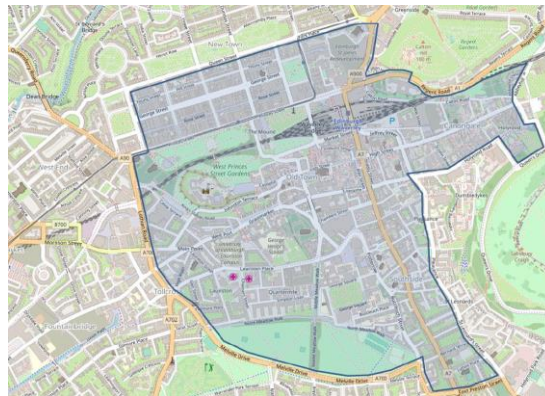


Fig 2: Large Low Emission Zone option

Traffic Modelling:

The traffic modelling was carried out by Jacobs, with results in a report issued on 22nd February 2021

Assumptions:

The results presented here assume all Taxis and Buses are compliant across the whole city. Emissions are calculated from 24 hour annual average flows

Model Exceedances and Air Quality Standards:

This report refers to 'model exceedances' which is the predicted concentration at kerbside points. This differs from the legal Air Quality Standards exceedances which refers to concentrations at relevant receptors. The Nitrogen Dioxide (NO₂) 40 micrograms per metre cubed (µg/m³) threshold is used for both.

Air Quality Concentrations compared to 2019 Base Scenario

NO₂ Concentration Predictions

- An ANPR survey in 2019 has provided comprehensive data on the vehicle fleet composition (% of vehicle classes with a specific Euro class, and hence the % of each vehicle class which are compliant with LEZ rules)
- The air quality model was run for 3 scenarios:
 - No LEZ or 'do nothing' approach
 - Large LEZ
 - Small LEZ
- Traffic flow data used in air modelling is derived from the 2016 traffic survey (this is so consistency with traffic modelling has been maintained). The LEZ air quality modelling uses traffic flow and compliance predictions from traffic modelling work carried out by Jacobs. More information on Traffic Modelling can be found in the report by Jacobs
- Figures 1, 2 and 3 show predicted concentrations from each of the model scenarios. Kerbside points coloured yellow represent NO₂ concentrations between 40 and 55 µg/m³. Black points are NO₂ concentrations greater than 55 µg/m³ (Note that kerbside points are located ~50m apart along kerbs of roads in the model and the model provides predicted concentrations at each of these points)



Fig 3: Base Run (2019 ANPR) conc's

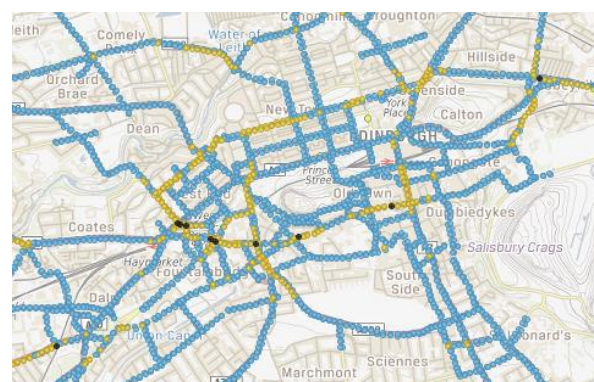


Fig 4: Large LEZ (2019 ANPR) conc's

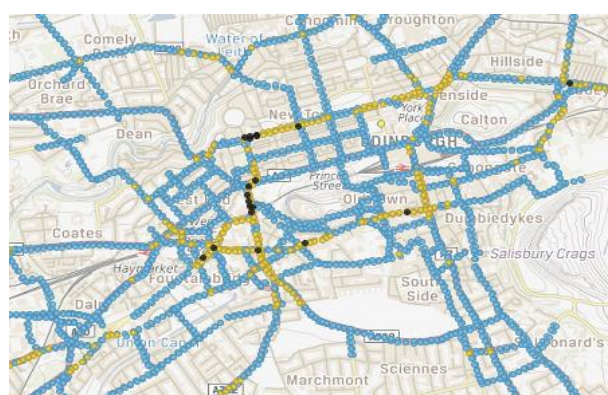
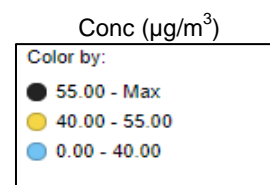


Fig 5: Small LEZ (2019 ANPR) conc's



- Figures 3-5 and Table 1 show both LEZ options show clear improvements to Air Quality across the city (24% of kerbside points across the city exceed 40 µg/m³ in the Base Run and this is reduced to 12% of kerbside points across the city that exceed 40 µg/m³ if the Large or Small LEZ option is implemented).

- If only the points within the Large or Small LEZ areas are considered, the percentage of kerbside points exceeding $40 \mu\text{g}/\text{m}^3$ is significantly reduced (43% to 8-12%) if either LEZ option is implemented.
- The **Large LEZ** (Fig 4) shows new model exceedances are predicted in Chester Street/Palmerston Place. This is likely due to increased traffic flows in these streets which is made up of non-compliant (higher emitting) vehicles which are avoiding the LEZ
- The **Small LEZ** (Fig 5) has lower NO_2 concentrations in the West End compared to the Base Run and Large LEZ option, however model exceedances are still predicted on Queen Street and Lothian Road. (Compared to the Large LEZ, the small LEZ would result in higher concentrations on these roads)

Table 1: Summary of Percentage of Model Exceedances

Percentage of Kerbside Points exceeding $40\mu\text{g}/\text{m}^3$	Model Scenarios		
	Base Run	Large LEZ	Small LEZ
All City	24%	12%	12%
In Large LEZ area	43%	10%	12%
In Small LEZ area	43%	8%	9%

Predicted NO₂ Concentration Increases (when compared to 2019 Base Run)

- NO₂ concentration increases, when compared to Base Run, are shown in Figure 6 (these are just increases and may not necessarily be model exceedances)
- Location of particular interest is Palmerston Place/Chester Street where concentrations increase by around 9-12 µg/m³
- Other locations where concentrations increase (Southside/Holyrood/Moray Feu/Grove Street/Gardiner Crescent) are expected to be small (Note that modelling uncertainties may be larger than these small increases and can be considered to be insignificant)

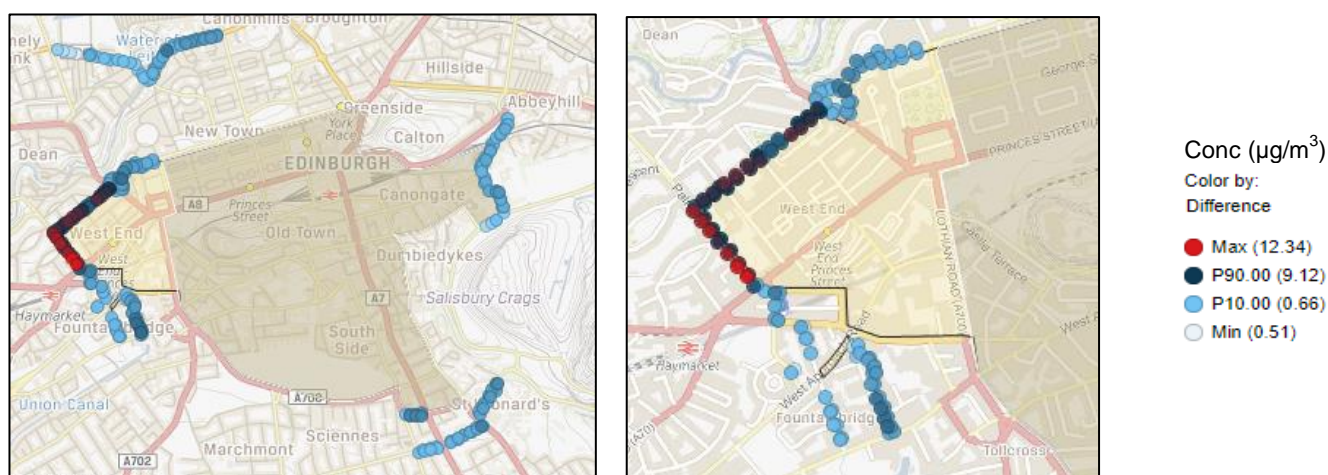


Fig 6: Increases in NO₂ concentrations for Large LEZ compared to 2019 Base Run (right image is close up of West End)

- Figure 7 shows locations where predicted NO₂ increases for the Small LEZ, when compared to the Base Run. The largest increases are expected on the Southside (West Preston Street, Salisbury Road and Holyrood Park Road), which are around 1-4 µg/m³.
- Absolute NO₂ concentration increases for the Small LEZ are not as significant as the increase resulting from the Large LEZ. The majority (~90%) of increases are less than 1 µg/m³.



Fig 7: Increases in NO₂ concentrations for Small LEZ compared to 2019 Base Run

- For each LEZ case, ~10% of kerbside points that are 'in and within 500m of the Large LEZ' have increased concentrations, when compared to the Base Run. They are, however, in different locations and of different magnitudes

Predicted NO₂ Concentration Increases which lead to New Model Exceedances (compared to 2019 Base Run)

- New model exceedances are predicted on Chester Street and Palmerston Place (Fig 8) for the Large LEZ at kerbside points where concentrations have increased up to 11 µg/m³ compared to the Base Run. Unfortunately, for technical reasons, actual concentrations are unknown, although Fig 4 shows they are between 40 and 55 µg/m³. **Note:** this is a slightly lower increase than reported in Fig 6 as points with larger concentration increases may be a model exceedance point in the Base Run.
- Some new model exceedance points are predicted on Abbeyhill, however the absolute concentration increases are small (~0.3 µg/m³), and model uncertainties are likely to be larger than this

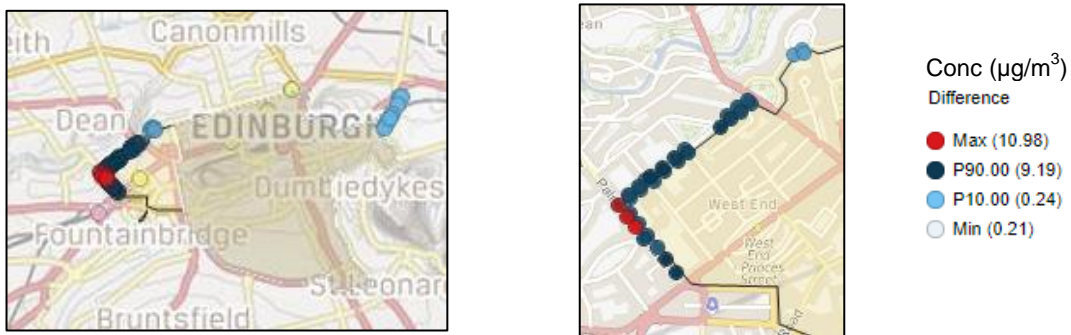


Fig 8: Increases in NO₂ concentrations and new model exceedances for Large LEZ compared to 2019 Base Run

- Predictions for the small LEZ show 3 points where new model exceedances may occur (Fig 9), however it is important to note that predicted increases are small (~0.8µg/m³) and model uncertainties are likely to be larger than this. There is also no significant cluster of points, unlike the Large LEZ option, so there is a low risk of creating areas with new model exceedances.

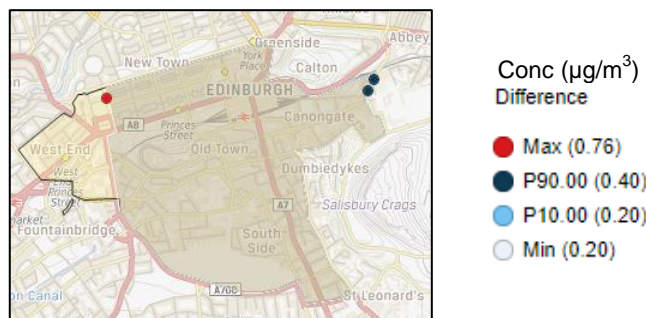


Fig 9: Increases in NO₂ concentrations and new model exceedances for Small LEZ compared to 2019 Base Run

The 2 LEZ options - what are the Trade-off's?

This section looks at the impact of selecting one LEZ area in preference to another. This modelling is based on 2019 fleet compositions

1. If Large LEZ is chosen in preference to the Small LEZ

- This section shows the predicted impacts if a Large LEZ is chosen in preference to the Small LEZ

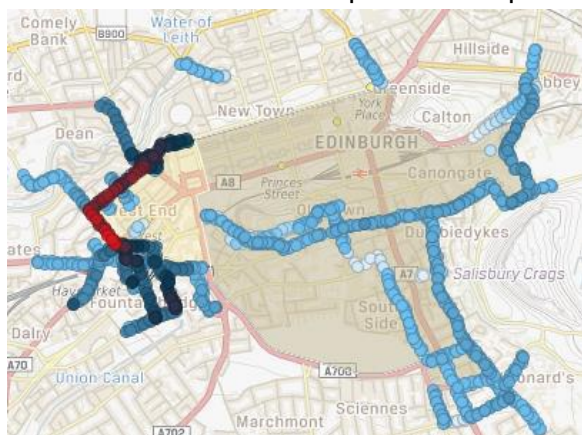


Fig 10: Points where higher NO₂ concentrations would occur

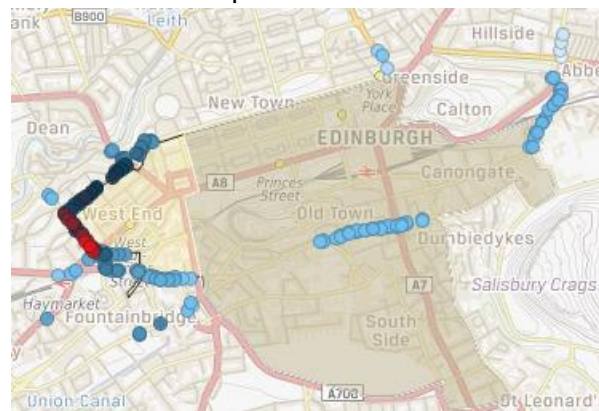


Fig 11: Points where higher NO₂ concentrations and predicted model exceedances would occur

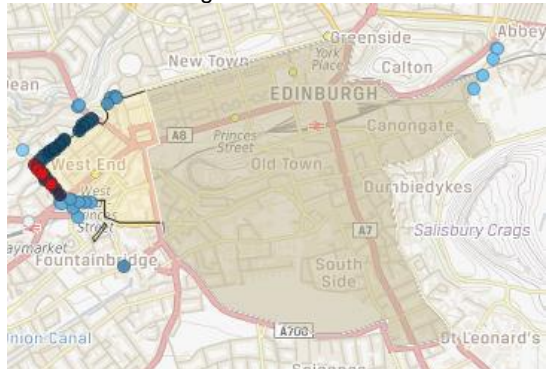
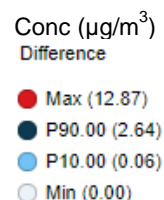


Fig 12: Points where higher NO₂ concentrations and predicted model exceedances which wouldn't exist in the Small LEZ option had been selected



- Figure 10 shows points where higher NO₂ concentrations would occur than if the Large LEZ had been selected in preference to the Small LEZ.
- Higher concentrations are found on some roads within the Large LEZ and roads leading to the LEZ. These account for 41% of kerbside points 'In and Within 500m' of the Large LEZ area.
- Significantly higher concentrations are predicted on the western boundary of the Large LEZ (up to ~13 µg/m³ higher), when compared to the Small LEZ. However, most other kerbside points have small differences in concentrations compared to the Small LEZ option
- Some kerbside points where predicted NO₂ concentrations are higher when compared to the Small LEZ, are also predicted to be model exceedances. This accounts for 7% of kerbside points 'In and Within 500m' of the Large LEZ area.
- Significantly increased concentrations are predicted along Palmerston Place and Chester Street which lead to model exceedances which would not exist with Small LEZ (Fig 12). This is likely to be due to increased traffic flows of traffic which is dominated by non-compliant traffic (avoiding LEZ).
- Model exceedances are also predicted along Cowgate and Abbeyhill, however, concentrations are only slightly higher than Small LEZ option (Fig 11)

2. If Small LEZ is chosen in preference to the Large LEZ

- This section shows the predicted impacts if a Small LEZ is chosen in preference to the Large LEZ

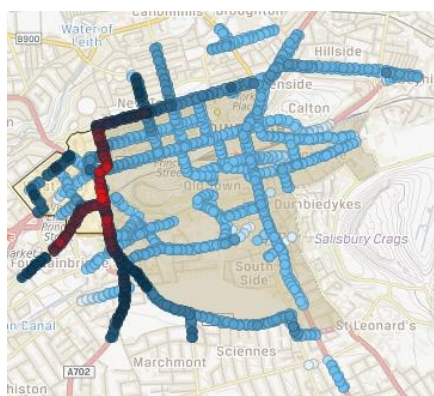


Fig 13: Points where higher NO₂ concentrations would occur

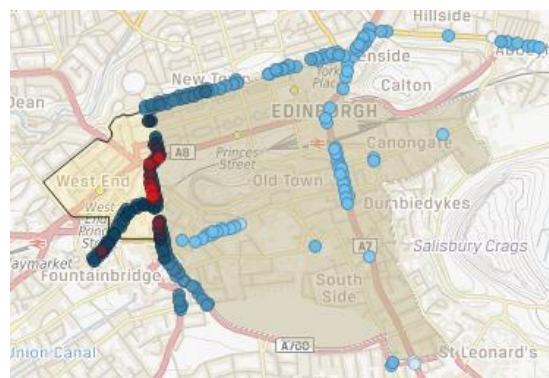


Fig 14: Points where higher NO₂ concentrations and predicted model exceedances would occur

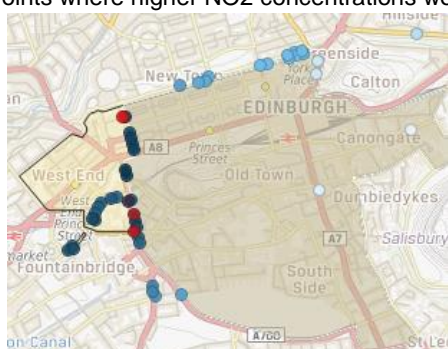
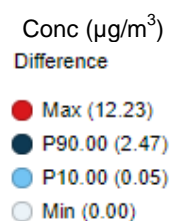


Fig 15: Points where higher NO₂ concentrations and predicted model exceedances which wouldn't exist if the Large LEZ option had been selected



- Figure 13 shows points where higher NO₂ concentrations would occur than if the Small LEZ had been selected.
- Higher concentrations are found on some roads within the Large LEZ and roads leading to the LEZ. These account for 59% of points 'In and Within 500m' of the Large LEZ area.
- Significantly higher concentrations are predicted on the western boundary of the Small LEZ (up to ~12 $\mu\text{g}/\text{m}^3$ higher), when compared to the Large LEZ. However, most other points have small differences in concentrations compared to the Large LEZ option
- Some points with higher NO₂ concentrations compared to the Large LEZ are also model exceedances. This accounts for 10% of points 'In and Within 500m' of the Large LEZ area.
- Significantly increased concentrations are predicted along Charlotte Square/Lothian Road/Earl Grey Street/West Approach Road which lead to model exceedances that would not exist with Large LEZ (Fig 15). This is likely to be due all traffic being allowed to travel along Lothian Road as it is not in the LEZ. It is important to note that when compared to the 2019 Base run (Fig 5), there is only a very small improvement in concentrations along these streets.
- Continued model exceedances are predicted along West Port/South Bridge/Leith Street (Fig 5 and Fig 14), although concentrations are only slightly higher than Large LEZ option

Summary of comparison between LEZ scenario options (2019 fleet)

Table 2: Summary table comparing the selection of one LEZ option over the other. The percentage refers to number of Kerbside points 'In and Within 500m of the Large LEZ. Kerbside points are located ~50m along the kerb of each road in the model

Kerbside Points In and Within 500m of Large LEZ area	Increased Concentrations (when compared to alternative LEZ)	Increased Concentrations and predicted model exceedances (when compared to alternative LEZ)	Increased Concentrations and predicted model exceedances (which would not exist in other LEZ scenario)
Large LEZ chosen over Small LEZ	41%	7%	3%
Small LEZ chosen over Large LEZ	59%	10%	2%

- Both LEZ options may result in model exceedances which may not exist if the alternative LEZ option had been selected
- Selecting the Small LEZ may lead to higher concentrations and number of model exceedances at more points across the area 'In and Within 500m of the Large LEZ' (10%) than the Large LEZ (7%)
- The selection of the Large LEZ may lead to more model exceedances which would not exist in the Small LEZ option (3%), than if the Small LEZ was selected in preference to the Large LEZ (2%).

Future Years Modelling

Base Model

- The traffic model and air quality model was run for 2023 predicted fleet composition. It is important to note that predicted fleet compositions are uncertain and in reality this represents a ‘future scenario’ which is likely to be post-2023.
- The ‘do nothing’ future scenario shows that, although air quality is expected to improve, model exceedances are still predicted (Fig 16 and Table 3)

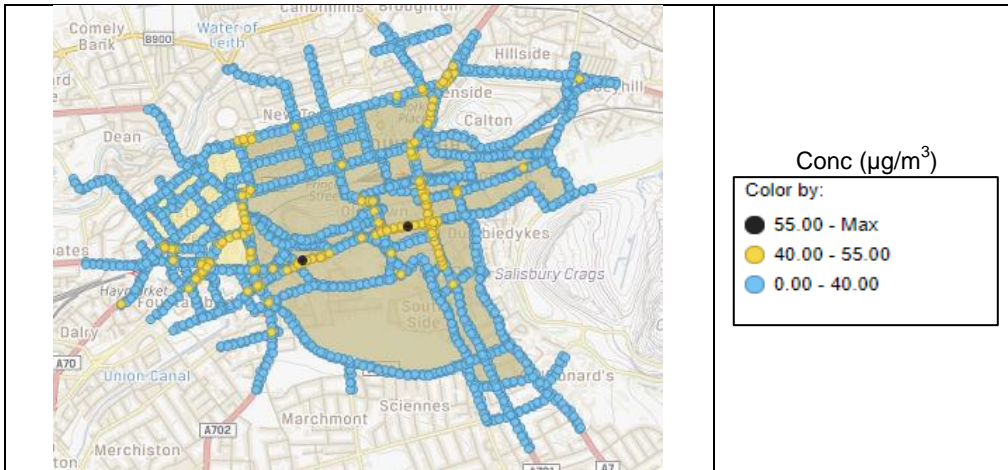


Fig 16: Base, or ‘do nothing’, future scenario

Table 3: Comparison of 2019 (ANPR) and 2023 (‘Future scenario’)

Percentage of Points exceeding 40µg/m ³	Scenarios	
	2019 ANPR	Future scenario (‘2023’)
All City	24%	3%
In Large LEZ area	43%	11%
In Small LEZ area	43%	11%

Long Term Trade-Off's when selecting the Small or Large LEZ

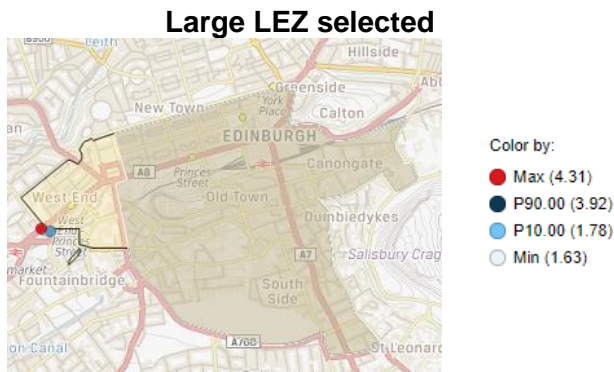


Fig 17: Model exceedances which would not exist if the Small LEZ had been selected

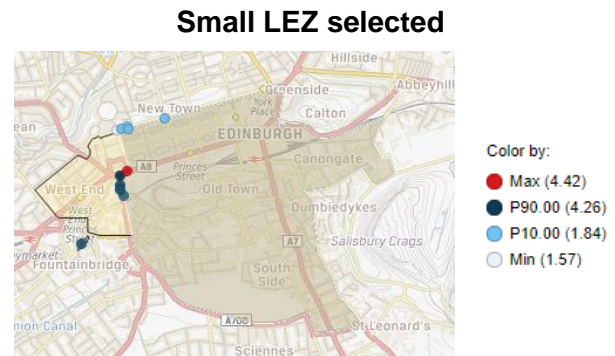


Fig 18: Model exceedances which would not exist if the Large LEZ had been selected

- Model predictions suggest that if the Large LEZ was selected in preference to the Small LEZ (Fig 17), the model exceedances on Chester Street/Palmerston Place would disappear for a 'future fleet' (as described earlier, the 2023 predicted fleet is used, though this is optimistic).
- As 2019 modelling shows no model exceedances on these roads when the Small LEZ is selected (Fig 5), and assuming that no model exceedances on these roads will exist in any post 2019 scenario for the Small LEZ option, then if there were to be any model exceedances on Chester Street/Palmerston Place, these would show up in Fig 17. This is likely to be due to more compliant vehicles on the road returning and fewer vehicles avoiding the LEZ.
- However, if the Small LEZ was selected (Fig 18), there would be a cluster of model exceedance points on Lothian Road/Princes Street which would not be seen if the Large LEZ had been selected. Both 2019 LEZ modelling scenario shows model exceedances on these streets (Figs 4 and 5), so this suggests these points would not be model exceedances in 'future years' if the Large LEZ had been selected. Therefore model exceedances may last for a longer into the future if the Small LEZ is selected. Although, traffic emissions will be lower in future years, on these streets non-compliant traffic is able to use the Lothian Road/Charlotte square corridor.
- Notes:
 - Modelling future years is uncertain, as the Department for Transport fleet composition predictions tend to be optimistic.
 - There is a minor error in 2023 LEZ modelling as an incorrect taxi fleet composition was used and emissions were therefore underestimated
 - Unfortunately, plots which show all model exceedances for the 'future scenario' are not available.

Emissions Analysis for Low Emission Zones - Edinburgh



May 2021

Main Points to Note

- Introducing a Low Emission Zone (LEZ) within Edinburgh City Centre will reduce NO_x emissions from traffic sources, within either LEZ option, by 55% (equivalent to 25-30 tonnes/year), when compared to 2019 levels.
- For areas that are not in the LEZ, it is predicted that NO_x emissions from traffic sources will decline by 15%, when compared to 2019 levels.
- Overall, NO_x emissions across the model domain will decline by 20% (or 72 tonnes/year), when compared to 2019 levels.
- On several roads within the LEZ, NO_x emissions are predicted to decline by over 50%. On Princes Street NO_x emissions are predicted to decline by over 75%.
- The LEZ will force some non-complaint traffic to re-route around the LEZ boundary, increasing emissions on some of these roads by over 50%, when compared to 2019 levels.
- It is predicted that selecting the Large LEZ option would increase NO_x emissions on Palmerston Place and Chester Street by 85% (compared to 2019 levels), which would generate new exceedances at kerbsides and may result in new exceedances of Air Quality Standards at receptors. However, these new exceedances may be short lived as the 'future' scenario predicts that as new LEZ compliant vehicles enter the fleet, fewer vehicles will be required to re-route, resulting in NO_x emissions falling below 2019 levels. The large emission increases are a worst-case scenario, as the scheme will not be fully implemented and enforced until 2024, any emission increases will be lower than this. Further detailed air quality modelling work will be undertaken to assess potential compliance levels.
- Selecting the Small LEZ is unlikely to create new exceedances at kerbsides, though it is likely to slow down air quality improvements in the West End zone (between Lothian Road, Torphichen Street, Palmerston Place and Chester Street), and it may take longer to achieve compliance in these areas.

Introduction and Background

Air quality monitoring and management activities in Scotland is primarily driven by the 2008 ambient air quality directive (2008/50/EC), which was incorporated into Scottish law through the Air Quality Standards (Scotland) Regulations 2010. At a local level, The Environment Act 1995 and Regulatory Reform (Scotland) Act 2014 sets out the Local Air Quality Management (LAQM) regime to assist Local Authorities in achieving air quality standards and objectives to protect human health.

The Cleaner Air for Scotland (CAFS) strategy, released in 2015, sets out how Scottish Government and its partner organisations propose to further reduce air pollution to protect human health and fulfil Scotland's legal responsibilities as soon as possible. The strategy includes commitments to ensure a consistent approach to the appraisal, design and implementation of Low Emission Zones (LEZ) through the application of the National Low Emission Framework (NLEF), in conjunction with the National Modelling Framework (NMF).

In September 2017, the Scottish Government's Programme for Government committed to the introduction of Low Emission Zones in Scotland's four biggest cities (Glasgow, Edinburgh, Aberdeen and Dundee) by 2020, with the first introduced in Glasgow in 2018. COVID-19 and the subsequent lock-down restrictions have temporarily paused the implementation of LEZ's and the Scottish Government have set a new timetable for LEZs to be introduced across all four cities between February and May 2022.

CAFS is currently under review, with an updated strategy (CAFS2) expected later in 2021. The initial findings of the review identified that Scotland was performing well on Air Quality, with the major pollutants continuing to fall as a result of actions taken to date. However, the review also recommended that Scotland must take a precautionary public health approach to air quality reductions.

The analysis presented here has been carried out in line with the NMF, which has the aim to deliver a detailed and consistent approach to urban air quality modelling. The methodology was developed during a pilot project in Aberdeen and has been peer reviewed.

The NMF methodology is based on using high quality and detailed traffic data to calculate vehicle emissions, appropriate meteorology and background concentration data. Models are built using the same software (ADMS Urban for dispersion modelling and EMIT for emissions calculations); consistent methods and model settings are used, where appropriate. Street geometry data (e.g. road layout, road width and building heights) are derived from the same sources. The results of the modelling are processed, visualised and reported in a consistent and informative way.

An earlier report (SEPA Air Quality Evidence Report – Edinburgh; November 2018) shows that the NMF Edinburgh model performs well when compared against observed air quality data, highlights how fleet composition changes can improve air quality on a city-wide basis and looks at source apportionment for different vehicle sectors.

An interim report (SEPA Air Modelling Results - Interim Presentation Summary) was issued by the Scottish Environment Protection Agency (SEPA) in April 2021 based on an interim data which was only available at that time due to the SEPA cyber-attack. This report focussed on how changes in traffic flow and fleet composition will change air quality concentrations due to the proposed introduction of both City Centre LEZ options.

SEPA Cyber Attack – and the Alternative Approach Taken

On Christmas Eve, SEPA was subject to a serious and complex criminal cyber-attack that significantly impacted our internal systems and our Air Quality modelling capabilities.

As part of our recovery plan, SEPA implemented a phased rollout programme to restore critical services, re-establish critical communication systems to continue providing our priority regulatory, monitoring, flood forecasting and warning services. Our priority regulatory work programme included the delivery of our NMF obligations to assist in the final assessments of the LEZ options for each city.

Due to SEPA's inability to carry out Air Quality modelling, an alternative approach to allow for local authorities to report to committee in Spring 2021 was discussed at the LEZ Leadership Group meeting held on the 3rd of February 2021. The following steps were recommended by Scottish Government and SEPA on a way forward:

- Continuation of traffic modelling to define a small number of potential LEZ options or a preferred LEZ option for each city.
- SEPA to carry out emissions analysis on the traffic model outputs using the established NMF methodology. This will assess the impact of the LEZ by comparing traffic and emissions between the reference/base case and LEZ options.
- SEPA to continue detailed AQ modelling during the consultation phase over the summer of 2021 to support the local authorities in finalising the preferred LEZ scheme for Ministerial approval.

Low Emission Zone options:

Within this document, the LEZ options are referred to as the 'Large LEZ' and 'Small LEZ':

- **Large LEZ:** This is the LEZ option which includes Morrison Street, Torphichen Street, Palmerston Place and Chester Street as the Western boundary (Figure 1).

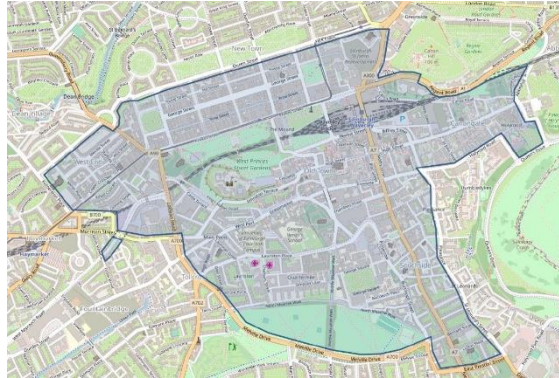


Figure 1: Large Low Emission Zone option

- **Small LEZ:** This LEZ option has Lothian Road and Charlotte Square as the western boundary (Figure 2).



Figure 2: Small Low Emission Zone option

Traffic Modelling:

The LEZ traffic modelling predicts traffic flows numbers and the percentage of traffic which is compliant with LEZ rules for each road in the air quality model, by implementing an LEZ to force traffic to re-route according to the LEZ rules.

The traffic modelling, carried out by Jacobs (Edinburgh Low Emission Zone Transport Modelling Report, Jacobs, February 2021), has been run for a 2019 and a 2023 scenario. The 2019 scenario is based on ANPR data collected in Edinburgh. The 2023 scenario represents a plausible 'future' scenario that is likely to occur later than 2023.

The traffic models incorporate committed future City Centre Transformation (CCT) plans for the LEZ scenarios, such as closing Bank Street to general traffic.

Assumptions:

The analysis and results in this report assume all Taxis and Buses are LEZ compliant across the whole city. Emissions are calculated from 24-hour annual average flows.

Emission Calculations:

The EMIT software package, distributed by CERC, incorporates emission rates from the Emission Factor Toolkit, and has been used to calculate emission rates for NO_x and NO₂.

Emissions are calculated using fleet composition data (i.e. % of vehicles with a particular Euro Class), vehicle flow numbers and published emission factors. Emission rates (grams per kilometre per second or g/km/s) are used to compare emissions on each road, as this is a fair comparison between roads of different lengths.

NO_x and NO₂

Nitrogen Oxides (NO_x) is the sum of Nitrogen Dioxide (NO₂) and Nitrogen Oxide (NO). They chemically interact with each other along with Ozone (O₃) and sunlight.

Vehicles directly emit both NO and NO₂ (known as primary NO and primary NO₂). When primary NO chemically reacts to form NO₂, this is known as secondary NO₂.

Due to this chemical interaction, there may not be a direct relationship between an increase in road traffic emissions and NO₂ concentrations. We also need to consider background concentrations, which are due to emissions from other (non-traffic) sources, and which make up a significant percentage of total NO₂ and NO_x concentrations.

Therefore, in this report we focus on total NO_x emissions from traffic sources.

Model Exceedances and Air Quality Standards:

This report refers to 'model exceedances' which are based on the predicted concentrations at kerbside points. This differs from the legal Air Quality Standards exceedances which refers to concentrations at relevant receptors. The Nitrogen Dioxide (NO₂) 40 micrograms per metre cubed (µg/m³) threshold is used for both.

All NO₂ predictions used in the report are modelled and are from the detailed Edinburgh Air Quality model.

NO_x Emission Predictions (2019 Scenario)

- NO_x Emission rates for 2019 were calculated for 3 scenarios:
 - Base (No LEZ or ‘do nothing’ approach)
 - Large LEZ option
 - Small LEZ option
- An ANPR survey in 2019 provided comprehensive data on the vehicle fleet composition, which includes each vehicles Euro Class, so that compliance percentages can be calculated (Table 1). This is needed to calculate emission rates.

Table 1: LEZ Compliance (%) for each Vehicle Class (2019 Edinburgh Fleet from ANPR)

Vehicle Class	Compliant (%)	Non-compliant (%)
Car (Diesel)	42.6	57.4
Car (Petrol)	88.4	11.6
LGV	41.2	58.8
HGV	64.4	35.6

- Traffic flow data from the detailed Edinburgh 2016 traffic survey has been used (this is to maintain consistency with the Jacobs traffic model which uses this data).
- The Emission Rate colour scheme is:
 - Black: Highest emissions rates (> 0.15 g/km/s).
 - Red: Mid-level emission rates between 0.08 - 0.15 g/km/s.
 - Blue: Low emission rates (< 0.08 g/km/s).
- It is important to note that high emission rates do not necessarily correspond to high NO₂ concentrations, as this also depends on the dispersion characteristics for each road (e.g. buildings and street canyons).

All Roads in Model

- Base Scenario Emissions Rates are shown in Figure 3 and Figure 9. This shows roads with the highest emission rates are on Princes Street, Lothian Road, Bridges, Leith Street, London Road, Queensferry Road and St John’s Road/Glasgow Road.



Figure 3: Base NO_x Emission Rates 2019 (g/km/s)



Figure 4: Large LEZ Option (with CCT) NO_x Emission Rates 2019 (g/km/s)



Figure 5: Small LEZ Option (with CCT) NO_x Emission Rates 2019 (g/km/s)

- A comparison of predicted emission rates across the whole city for both the Large LEZ option (Figure 4) and Small LEZ option (Figure 5) shows that emissions rates are predicted to decline for both LEZ options in many areas across the city.
- There are wider benefits to air quality across the city as a result of a City Centre LEZ (e.g. emission reductions in Corstorphine, Gorgie, Bruntsfield, Newington, London Road and Leith). This is due to all buses and taxis becoming compliant with LEZ rules over the whole city.
- Emission Rates can also be viewed on a histogram (Figure 6 - Figure 8), which shows the ranking of emission rates for each road section in the model. For both LEZ options, the number of roads coloured black (> 0.15 g/km/s) is significantly lower than the Base Scenario.
- The Large LEZ has a slightly fewer number of roads with a high emission rate (those coloured black).
- The magnitude of predicted emission rates generally declines over the whole city as a result of the introduction of both LEZ options, though there are some roads where emission rates increase (e.g. Large LEZ option: Palmerston Place and Chester Street).

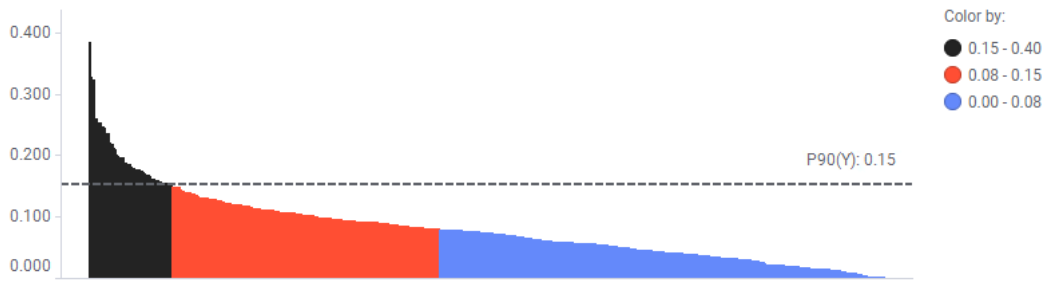


Figure 6: Base NO_x Emission Rates histogram 2019 (g/km/s)

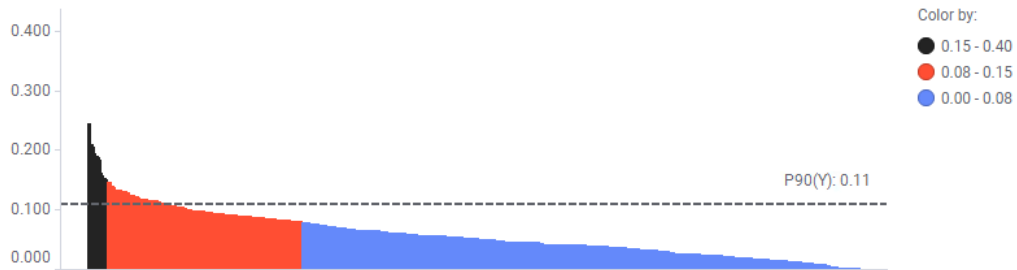


Figure 7: Large LEZ (with CCT) Option NO_x Emissions Rates histogram 2019 (g/km/s)



Figure 8: Small LEZ (with CCT) Option NO_x Emission Rates histogram 2019 (g/km/s)

- Total NO_x emissions are predicted to decline by around 55% within the LEZ boundaries. For roads not in the LEZ, total NO_x emissions are predicted to decline by around 15%.
- In the West End Zone (this is the area which is within the Large LEZ, but not the Small LEZ), emission reductions would be:
 - Small LEZ option (LEZ rules do not apply): 32%
 - Large LEZ option (LEZ rules apply): 49%
 - This is the equivalent of 2 tonnes/year fewer NO_x emissions in the West End Zone if the Large LEZ option is selected in preference to the Small LEZ option.
- However, it is important to look at the area in and around the LEZ boundaries in more detail, where the Jacobs report indicates that there is traffic displacement due to the LEZ.

City Centre (around the proposed LEZ's)

- Emission rates in the city centre for the Base Run and both LEZ options are shown in more detail in Figure 9 - Figure 11.
- This shows that the introduction of Large or Small LEZ will significantly reduce NO_x emissions in the respective LEZ areas when compared to the Base scenario (Figure 9).
- Increased emissions rates are predicted on some roads around the LEZ boundary due to the displacement of traffic. This is particularly significant for the Large LEZ option on Chester Street and Palmerston Place.
- Roads where increased emissions rates are predicted to increase will be analysed in more detail later in this report.

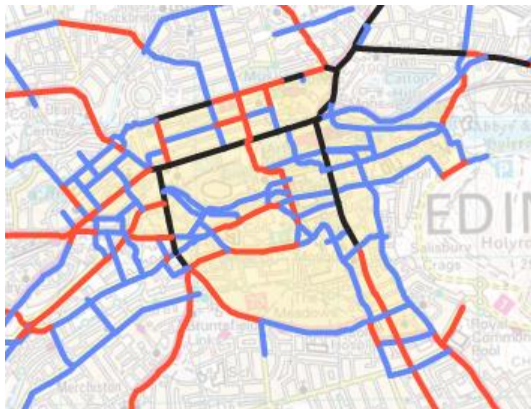


Figure 9: Base NO_x Emissions Rates 2019; g/km/s (Yellow Zone is Large LEZ)

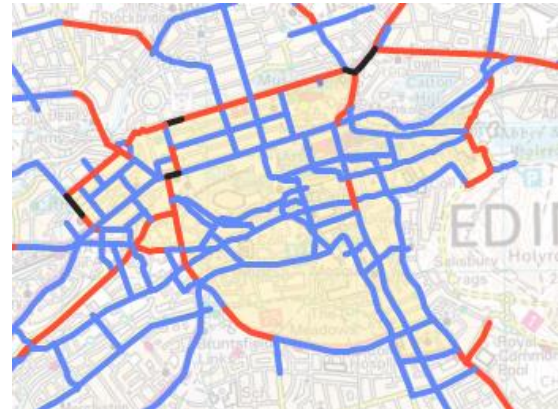
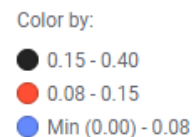


Figure 10: Large LEZ Option (with CCT) NO_x Emission Rates 2019 (g/km/s) (Yellow Zone is Large LEZ)



Figure 11: Small LEZ Option (with CCT) NO_x Emission Rates 2019 (g/km/s) (Yellow Zone is Small LEZ)



Emission Differences between Base and LEZ Options (2019)

Base v Large LEZ

- Ratios of emission differences between the Base and Large LEZ option are shown in Figure 12. This shows emissions declining within the Large LEZ area (except New Street and Walker Street where emission rates are low).
- NO_x emission rate reductions of over 50% are predicted on several roads (Princes Street, Leith Street and Bridges/Clerk Street). Emission rates on Princes Street are predicted to be over 75% lower than Base 2019 levels.
- NO_x emission rate increases are predicted on several roads around the Large LEZ boundary. The largest percentage increases (>50%) are Chester Street, Palmerston Place, Gardiner's Crescent and Grove Street.
- It is important to note that on some roads, while there may be a large percentage increase, the actual emission rate may remain low.

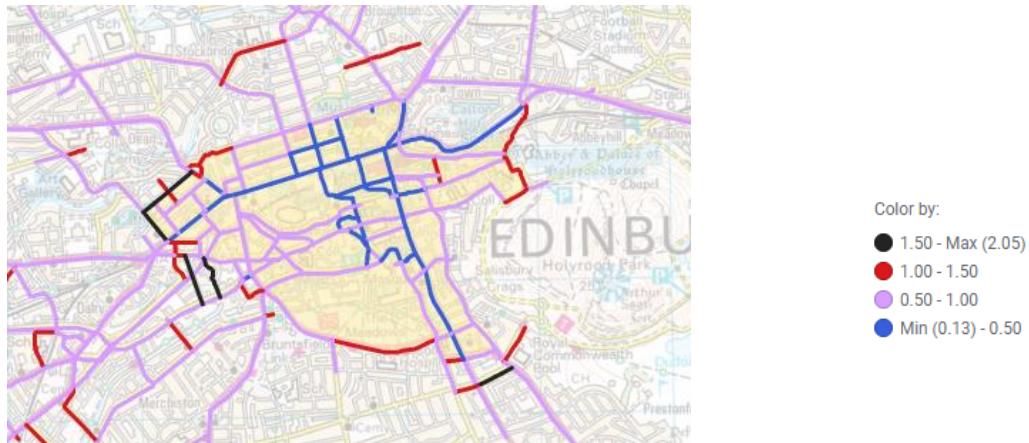


Figure 12: Ratio of NO_x Emission Rate changes (2019) due to introduction of Large LEZ.
Black is largest % increase in emissions (> 50%)

Base v Small LEZ

- Ratios of emissions differences between the Base and Small LEZ option are shown in Figure 13. This shows emissions falling within the LEZ (except New Street and the east section of George Street).
- Like the Large LEZ, NO_x emission reductions of over 50% are predicted on several roads, including Princes Street, Leith Street and Bridges/Clerk Street. Emission rates on Princes Street are predicted to be over 75% lower than 2019 levels.
- Also like the Large LEZ, emission increases are predicted on several roads around the Small LEZ boundary. The largest percentage increases (43%) are on Salisbury Place, West Preston Street and Melville Street, however NO_x emission rates are and will remain low on these roads.

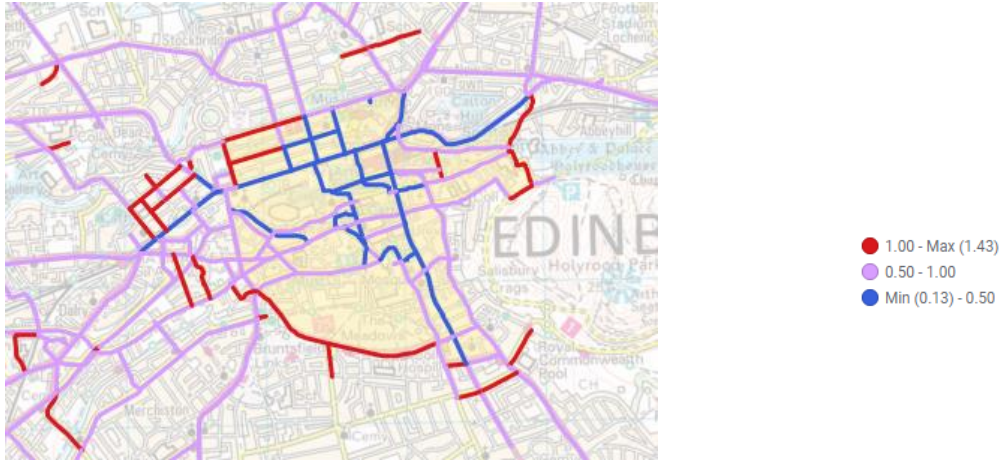


Figure 13: Ratio of NO_x Emission Rate changes (2019) due to introduction of Small LEZ.
Red are roads where there is a % increase in emissions

NO_x Emission Predictions (2023 ‘future’ Scenario)

- As for the 2019 scenario, NO_x emission rates for the 2023 ‘future’ scenario were calculated for 3 options:
 - No LEZ or ‘do nothing’ approach
 - Large LEZ option
 - Small LEZ option
- Predicting future traffic fleet compositions is subject to many uncertainties. The predicted 2023 National Fleet composition (published by the Department for Transport (DfT)) has been used to represent a ‘future’ scenario for this analysis.
- It has been shown that the DfT National Fleet predictions tend to be optimistic, so it is likely that the published 2023 scenario will occur post-2023, therefore it is called a ‘future’ scenario. The compliance percentages in the published 2023 scenario are in Table 2. This is needed to calculate emission rates.

Table 2: LEZ Compliance (%) for each Vehicle Class (2023DfT National Fleet)

Vehicle Class	Compliant (%)	Non-compliant (%)
Car (Diesel)	78.1	21.9
Car (Petrol)	99.6	0.4
LGV	81.6	18.4
HGV	91.6	8.4

- Traffic flow data from the 2016 traffic survey is used (this is to maintain consistency with the Jacobs traffic modelling).
- The Emission Rate colour scheme is:
 - **Black**: Highest emissions rates (> 0.15 g/km/s).
 - **Red**: Emission rates between 0.08 - 0.15 g/km/s.
 - **Blue**: Low emission rates (< 0.08 g/km/s).
- It is important to note that high emission rates do not necessarily correspond to high concentrations as this depends on the dispersion characteristics for each road (e.g. buildings and street canyons).

All Roads in Model

- Base Scenario NO_x Emissions Rates (2023) are shown in Figure 14 and Figure 20. This shows roads with the highest emission rates are Princes Street (West End), Leith Street, Queensferry Road and Glasgow Road. When compared to the Base 2019 Scenario (Figure 3), NO_x emissions are predicted to be lower, which is due to lower emitting vehicles entering the fleet.

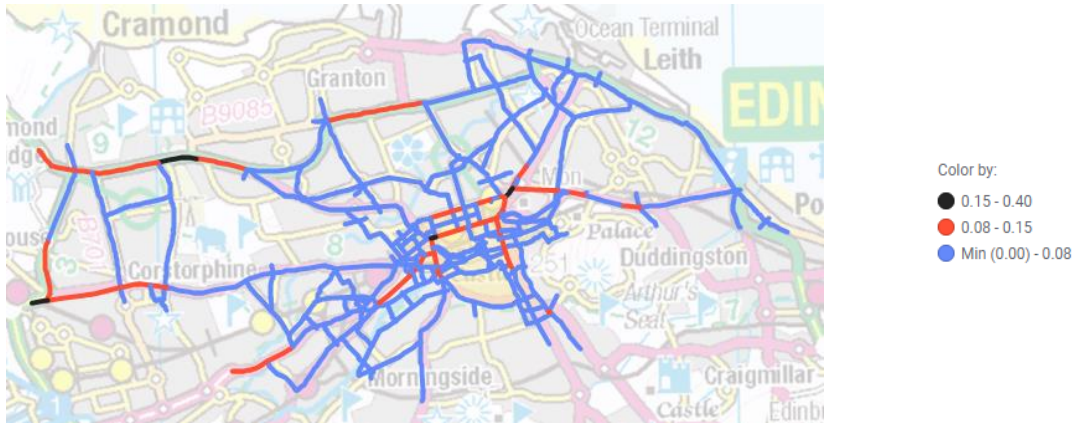


Figure 14: Base NO_x Emission Rates 2023 (g/km/s)

- It is useful to compare emissions across the whole city for both Large LEZ (Figure 15) and Small LEZ (Figure 16) options. This shows that emissions are predicted to fall for both LEZ options across the city, particularly Queensferry Road, Ferry Road, North/South Bridge and London Road.
- There are also benefits to air quality across the city as a result of the LEZ in the 2023 ‘future’ scenario. The Jacobs LEZ traffic model report notes that traffic displacement around the LEZ will still occur, but will be less than the 2019 scenario.



Figure 15: Large LEZ Option (with CCT) NO_x Emission Rates 2023 (g/km/s)



Figure 16: Small LEZ Option (with CCT) NO_x Emission Rates 2023 (g/km/s)

- NO_x Emission Rates for each road section are shown as a histogram (Figure 17 - Figure 19). For both LEZ options, the number of roads coloured black and red is significantly lower than for the Base 2023 ‘future’ scenario. This shows that the LEZ will still be effective in future years at reducing NO_x emissions across the city.

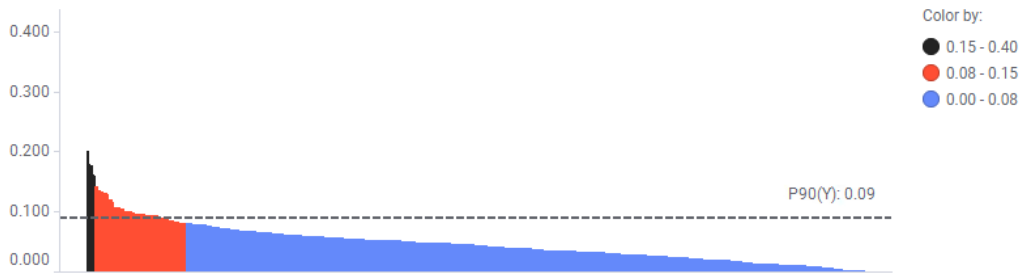


Figure 17: Base NO_x Emission Rates 2023 (g/km/s)

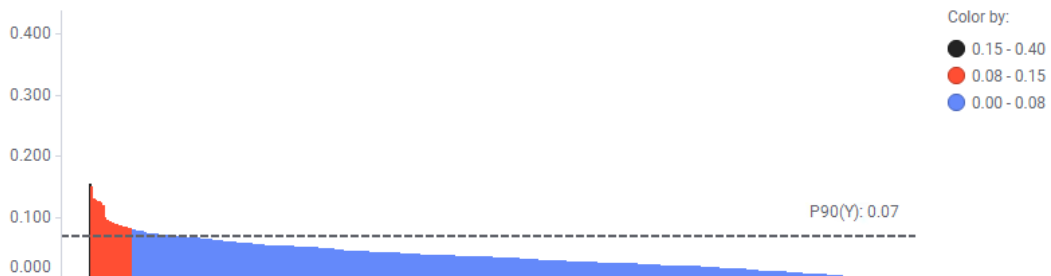


Figure 18: Large LEZ Option (with CCT) NO_x Emissions Rates 2023 (g/km/s)

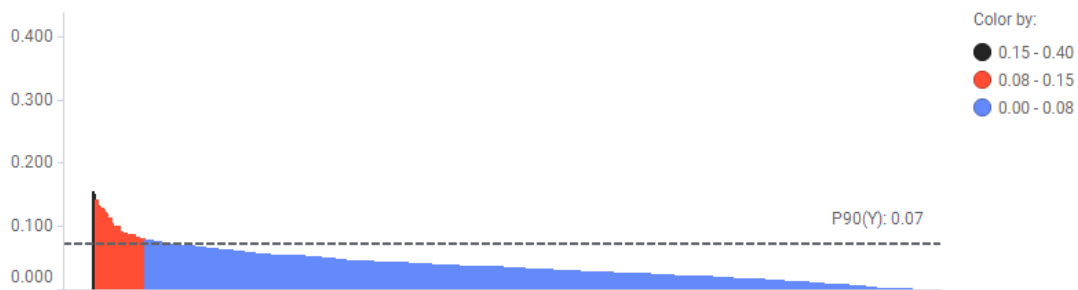


Figure 19: Small LEZ Option (with CCT) NO_x Emission Rates 2023 (g/km/s)

City Centre (around the proposed LEZ's)

- NO_x emission rates for roads in and around the proposed LEZ boundaries can be viewed in more detail in Figure 20, Figure 21 and Figure 22. This shows that in the 2023 'future' scenario, an LEZ will continue to have a positive effect on reducing emissions for both LEZ options when compared to the Base 2023 Scenario (Figure 20).

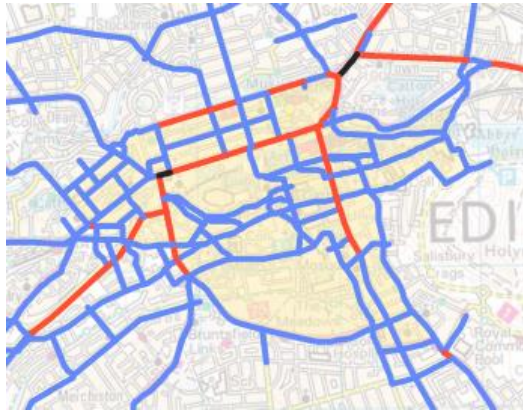


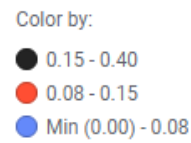
Figure 20: Base NO_x Emission Rates 2023 (g/km/s) (Yellow Zone is Large LEZ)



Figure 21: Large LEZ Option (with CCT) NO_x Emission Rates 2023 (g/km/s) (Yellow Zone is Large LEZ)



Figure 22: Small LEZ Option (with CCT) NO_x Emission Rates 2023 (g/km/s) (Yellow Zone is Small LEZ)



NO_x Emission Comparison between Base and LEZ Options (2023)

- Comparison of NO_x emissions for the 2023 ‘future’ scenario is also useful.
- Ratios of emissions between the Base and each LEZ option are shown in Figure 23 and Figure 24. This shows emissions falling within most of the LEZ. On some roads, NO_x emission rates are predicted to increase, however, these are small increases and emission rates will remain low. These increases are likely to be due to CCT changes (e.g. closure of the Mound resulting in traffic displacement).

Large LEZ

- Emission reductions of over 50% are predicted on several roads, including Princes Street, Shandwick Place, Mound and George IV Bridge. These roads have high emission rates so this represents a significant reduction in emissions. Emission rates on Princes Street are predicted to be over 50% lower than Base 2023 levels.
- Emission increases are predicted on several roads around the Large LEZ boundary; the largest percentage increases (>50%) are Chester Street, Palmerston Place, Gardiner’s Crescent and Grove Street, though in most cases, the emission rates on these roads will remain low.

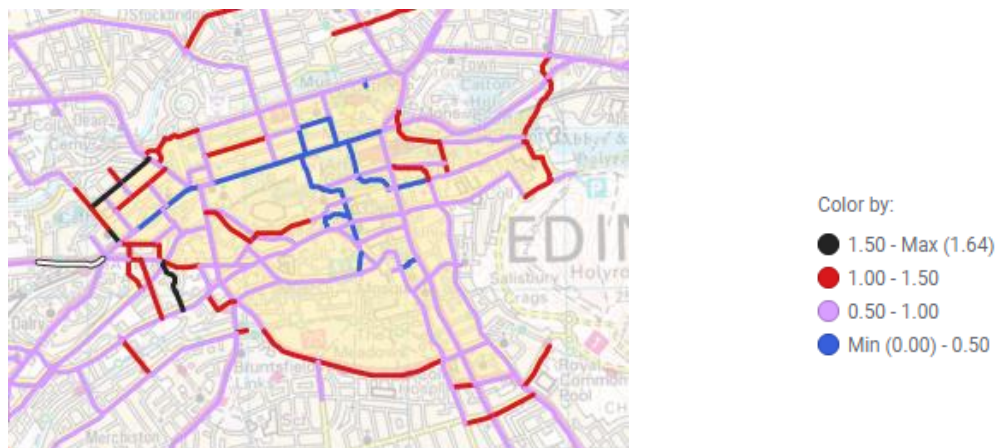


Figure 23: Ratio of Emission Changes (2023) due to introduction of Large LEZ. Black is largest % increase in emissions (> 50%)

Small LEZ

- NO_x Emission reductions of over 50% are predicted on several roads, including Princes Street, Mound and George IV Bridge.
- Small NO_x emissions increases are predicted on several roads around the Small LEZ boundary, including Queen Street (between Charlotte Square and Dundas Street), Charlotte Square (East side), Melville Drive, Horse Wynd and West Preston Street.

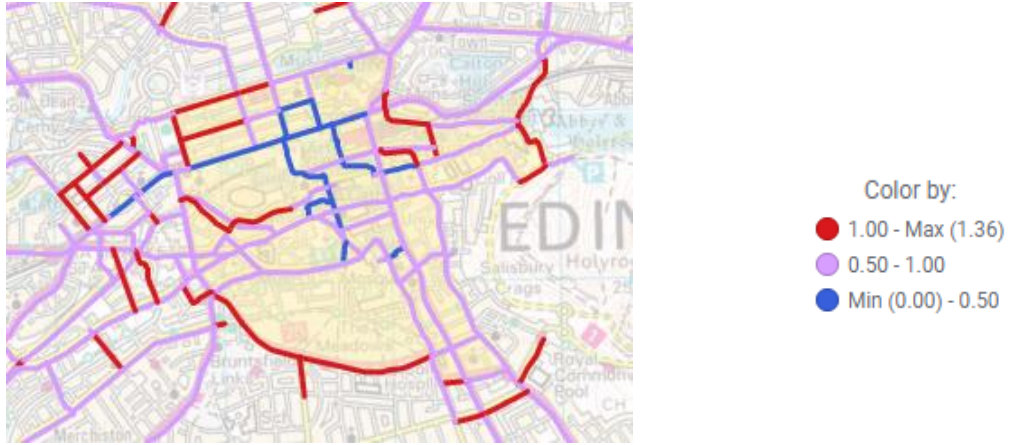


Figure 24: Ratio of Emission Changes (2023) due to introduction of Small LEZ.

Detailed Analysis in Key Areas

Palmerston Place/Chester Street

- Palmerston Place and Chester Street are 2 streets where the Jacobs traffic modelling report indicates that would be significant displacement of traffic to avoid the Large LEZ.
- Ranking histograms (Figure 25 - Figure 30) show the distribution of NO_x emission rates for each road in the city, with Chester Street and Palmerston Place highlighted. This shows emission rates on these roads significantly move up the emission rate rankings with increased emission rates.
- Relative changes in emissions for Chester Street and Palmerston Place, when compared to the Base 2019 scenario can be seen in Figure 31 and Figure 32 respectively.
- 2019 Large LEZ option:
 - NO_x emission rates are predicted to increase by around 85% for Palmerston Place and Chester Street
 - Air Quality modelling predicts NO₂ concentrations which will result in new model exceedances (Chester Street: from ~36 µg m⁻³ to ~45 µg m⁻³; Palmerston Place: from ~39 µg m⁻³ to ~49 µg m⁻³).
 - Emission rate increases are due to a combination of increased traffic flows and an increase in non-compliant (higher emitting) vehicles.
- 2019 Small LEZ option:
 - NO_x emission rates are predicted to increase by a comparatively smaller 6%,
 - Air Quality modelling predicts a negligible change to NO₂ concentrations.
- 2023 Large LEZ 'future' option:
 - NO_x emission rates are predicted to be 5-8% higher when compared to the Base 2023 scenario.
 - When compared to the Base 2019 scenario, emission rates are predicted to decline by 4% and 2.7% for Palmerston Place and Chester Street respectively. This is due to a higher percentage of vehicle being LEZ compliant, and so fewer vehicles will need to divert around the Large LEZ boundary.
 - Air Quality modelling predicts NO₂ concentrations of around 34 µg m⁻³ (which is around 2-3 µg m⁻³ lower than current levels).
- 2023 Small LEZ 'future' option:
 - NO_x emission rates are predicted to decrease by 32%
 - Air Quality modelling predicts NO₂ concentrations of around 30 µg m⁻³ (which is around 5-6 µg m⁻³ lower than current levels).
- For the Large LEZ option, although increased NO₂ concentrations and new model exceedances are predicted, these are expected to be short lived. This is because as newer, lower emitting vehicles enter the fleet, the overall percentage of compliant traffic will increase in future years, and hence fewer vehicles will be required to avoid the LEZ.
- Model exceedances (kerbside concentrations) are worst case and further air quality modelling will be carried out for these streets to assess the risk at building façades.

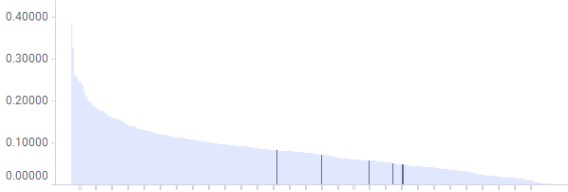


Figure 25: Base Run (2019) Emission Rates ranked for each road, showing Chester Street and Palmerston Place highlighted

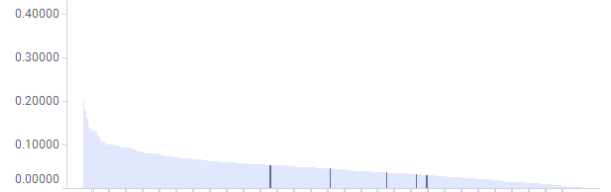


Figure 26: Base Run (2023) Emission Rates ranked for each road, showing Chester Street and Palmerston Place highlighted

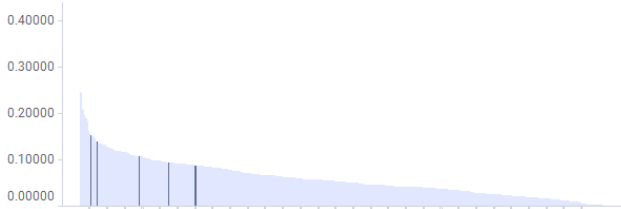


Figure 27: Large LEZ option (2019) Emission Rates ranked for each road, showing Chester Street and Palmerston Place highlighted

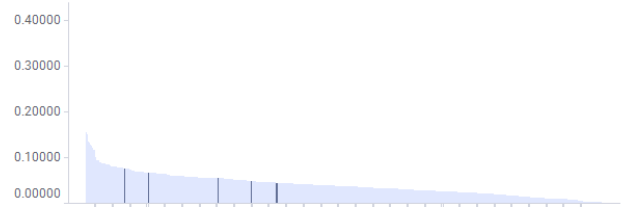


Figure 28: Large LEZ option (2023) Emission Rates ranked for each road, showing Chester Street and Palmerston Place highlighted

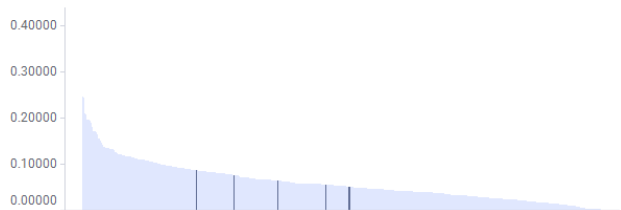


Figure 29: Small LEZ option (2019) Emission Rates ranked for each road, showing Chester Street and Palmerston Place highlighted



Figure 30: Small LEZ option (2023) Emission Rates ranked for each road, showing Chester Street and Palmerston Place highlighted

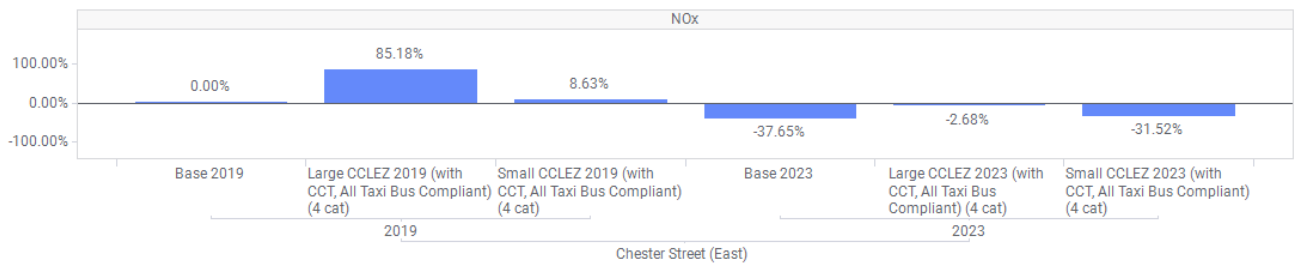


Figure 31: Relative Changes in Emission Rates (Chester Street) compared to Base 2019 Scenario

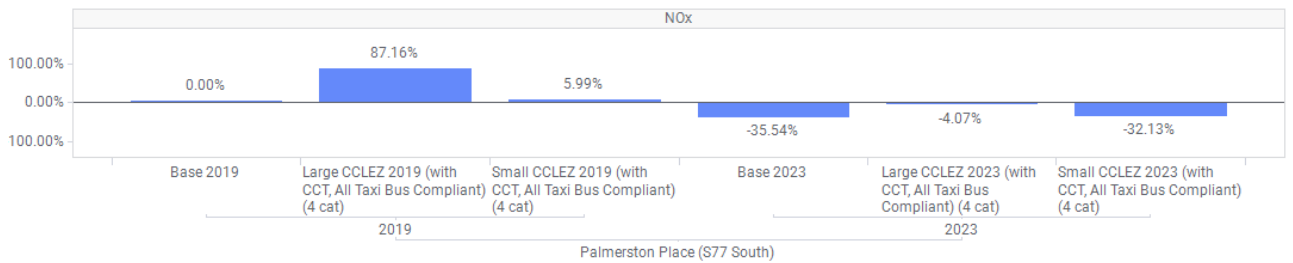


Figure 32: Relative Changes in Emission Rates (Palmerston Place) compared to Base 2019 Scenario.

Grove Street/Gardiner’s Crescent

- Grove Street and Gardiner’s Crescent are 2 streets where traffic modelling predicts vehicle flows will increase if the Large LEZ is selected, due to non-compliant vehicles re-routing to avoid it.
- 2019 Large LEZ option:
 - NO_x emission rates for the 2019 Large LEZ option are predicted to increase by 99% on Gardiner’s Crescent, and 65% on Grove Street (Figure 35).
 - NO_x emission rates are low in the Base (Figure 9, Figure 33) are predicted to remain low if the Large LEZ is selected (Figure 10, Figure 34).
 - Air Quality modelling predicts NO₂ concentrations will increase on both roads, no new model exceedances are predicted (Gardiner’s Crescent: From ~32 µg m⁻³ to ~36 µg m⁻³; Grove Street: From ~31 µg m⁻³ to ~33 µg m⁻³).



Figure 33: Base (2019) Emission Rates ranked for each road, showing Gardiner’s Crescent and Grove Street highlighted



Figure 34: Large LEZ option (2019) Emission Rates ranked for each road, showing Gardiner’s Crescent and Grove Street highlighted

- 2019 Small LEZ option:
 - NO_x emission rates for the 2019 Large LEZ option are predicted to increase by 28% on Gardiner’s Crescent, and 4% on Grove Street.
 - Air Quality modelling predicts NO₂ concentrations increase will be negligible and no new model exceedances are predicted.
- 2023 ‘future’ LEZ options:
 - NO_x emissions on Grove Street are predicted to decline for the Base and both LEZ options by 15 – 35% when compared to the Base 2019 scenario.
 - NO_x emission rates on Gardiner’s Crescent are predicted to increase by 5% for the Small LEZ option when compared to the Base 2019 scenario.
 - Air Quality modelling for both streets predicts NO₂ concentrations of around 27 µg m⁻³ (which is around 4 µg m⁻³ lower than current levels) for both LEZ options.

- For the 2023 ‘future’ scenario, no new model exceedances are expected.

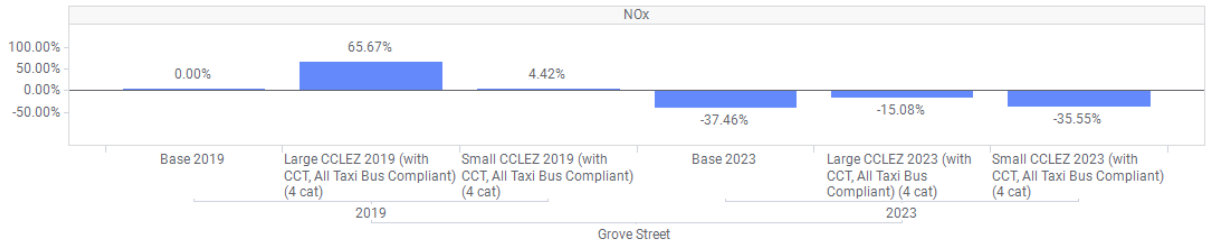


Figure 35: Relative Changes in Emission Rates (Grove Street) compared to Base 2019 Scenario.

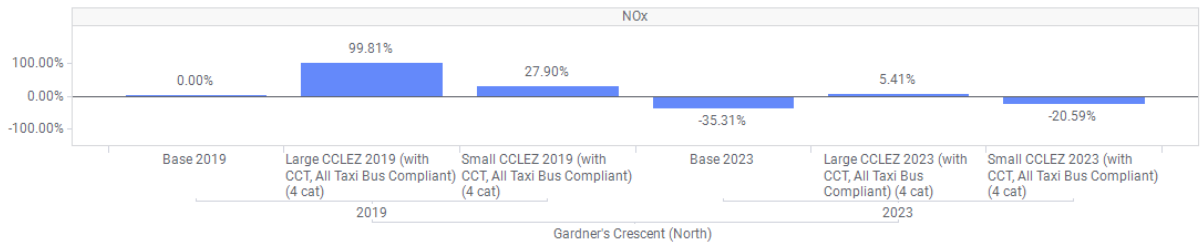


Figure 36: Relative Changes in Emission Rates (Gardiner's Crescent) compared to Base 2019 Scenario.

Detailed Analysis within the LEZ Boundary

Princes Street

- The introduction of either LEZ option will significantly reduce emission rates on Princes Street compared to the respective Base Scenarios.
- NO_x emission rates are predicted to decrease by 76% if either LEZ option is selected (Figure 37). No difference is expected between 2019 and 2023 scenarios as this street is dominated by buses that will be compliant with LEZ rules.
- Air Quality modelling predicts that NO₂ concentrations are predicted to fall to around 30 µg m⁻³ and therefore model exceedances will be no longer exist.

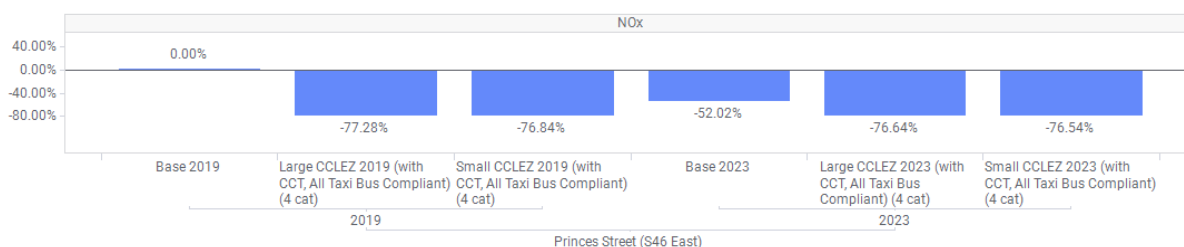


Figure 37: Relative Changes in Emission Rates (Princes Street) compared to Base 2019 Scenario.

South Bridge

- The introduction of either LEZ option will significantly reduce emission rates on South Bridge compared to the respective Base Scenarios.
- 2019 LEZ options:
 - NO_x emission rates are predicted to decrease by 56% if either LEZ option is selected (Figure 38).
 - Air Quality Modelling predicts that NO₂ concentrations will decline by around 16 µg m⁻³ to between 38 and 45 µg m⁻³. Air quality model exceedances are predicted to remain.
- 2023 ‘future’ LEZ options:
 - NO_x emission rates are predicted to decrease by 64% (when compared to 2019 levels) if the either LEZ option is selected (Figure 38).
 - Air Quality Modelling predicts that NO₂ concentrations will decline by around 21 µg m⁻³ (compared to 2019 levels) to between 36 and 39 µg m⁻³ and therefore model exceedances will be no longer exist.

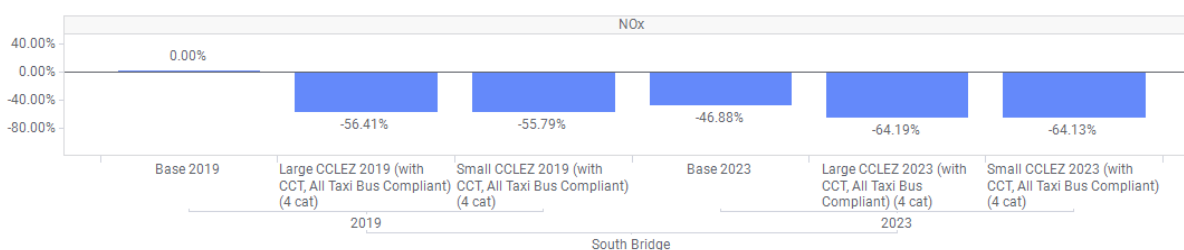


Figure 38: Relative Changes in Emission Rates (South Bridge) compared to Base 2019 Scenario.

Leith Street

- The introduction of either LEZ option will significantly reduce emission rates on Leith Street compared to the respective Base Scenarios.
- 2019 LEZ options:
 - NO_x emission rates are predicted to decrease by 55% if the either LEZ option is selected (Figure 39).
 - Air Quality modelling predicts that NO₂ concentrations would decline by around 12 µg m⁻³ to around 39-41 µg m⁻³. It is expected that some (though perhaps not all) model exceedances will no longer exist.
- 2023 ‘future’ LEZ options:
 - NO_x emission rates are predicted to decrease by 62% (when compared to 2019 levels) if either LEZ option is selected (Figure 39).
 - Air Quality Modelling predicts that NO₂ concentrations will decline by around 17 µg m⁻³ (compared to 2019 levels) to between 34 and 39 µg m⁻³ and therefore model exceedances will be no longer exist.

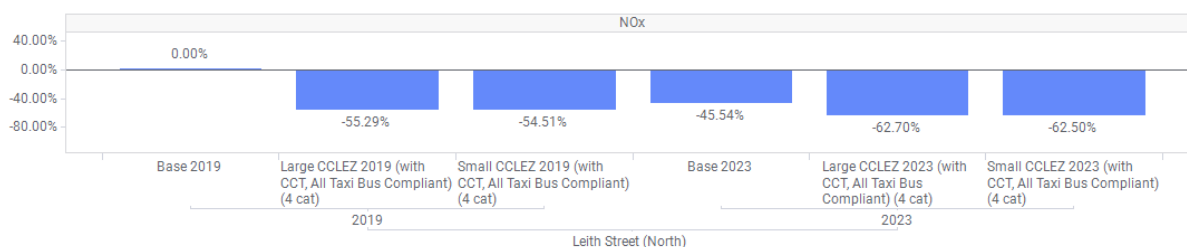


Figure 39: Relative Changes in Emission Rates (Leith Street) compared to Base 2019 Scenario.

West Port/Grassmarket/Cowgate

- The introduction of either LEZ option will reduce emission rates on West Port and Cowgate compared to the respective Base Scenarios. This route has few buses and is dominated by other vehicle types.
- 2019 LEZ options:
 - NO_x emission rates are predicted to decrease by 40% on West Port/Grassmarket and 30% on Cowgate if the either LEZ option is selected (Figure 40, Figure 41).
 - Air Quality modelling predicts that NO₂ concentrations would decline by around 15 µg m⁻³ on West Port and 12 µg m⁻³ on Cowgate. However, due to the deep canyons and poor dispersion on these roads, model exceedances are still predicted (concentrations would be around 45 µg m⁻³).
- 2023 ‘future’ LEZ options:
 - NO_x emission rates are predicted to decrease by 47% (when compared to 2019 levels) if the either LEZ option is selected (Figure 40, Figure 41).
 - Air Quality modelling predicts that NO₂ concentrations would decline by around 20 µg m⁻³ on West Port and 18 µg m⁻³ on Cowgate. However, due to the deep canyons and poor dispersion on these roads, model exceedances are still predicted on Cowgate (concentrations would be around 41 µg m⁻³). On West Port, predicted concentrations are around 39.9 µg m⁻³, so although model exceedances will no longer exist, it is very close to the 40 µg m⁻³ threshold.

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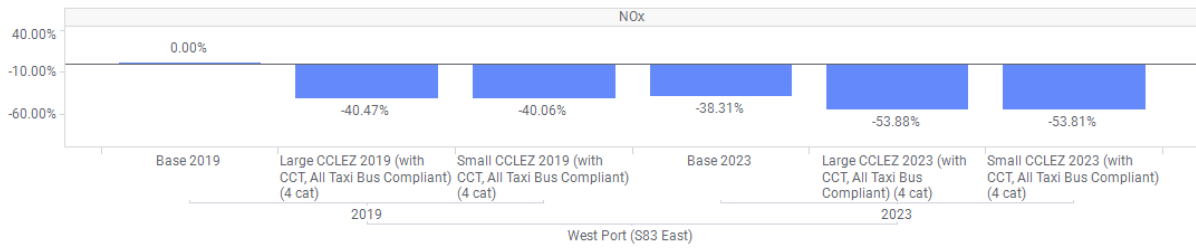


Figure 40: Relative Changes in Emission Rates (West Port) compared to Base 2019 Scenario.

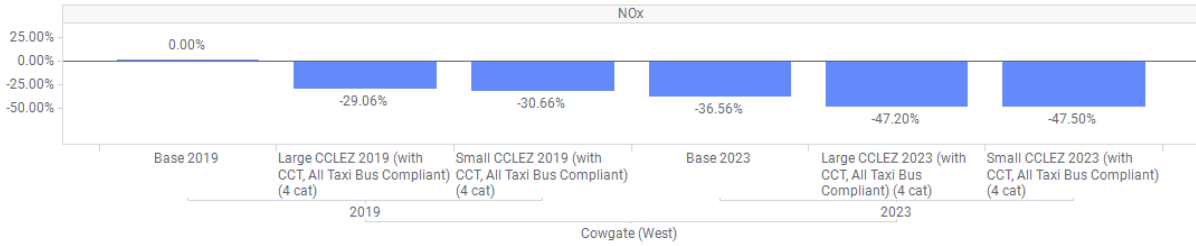


Figure 41: Relative Changes in Emission Rates (Cowgate) compared to Base 2019 Scenario.

Detailed Analysis around the LEZ Boundary

Queen Street (between Frederick Street and Charlotte Square)

- The introduction of either LEZ option will have a small effect on emission rates on Queen Street compared to the respective Base Scenarios.
- 2019 Large LEZ option:
 - NO_x emission rates are predicted to decline by 7% if the Large LEZ is selected (Figure 42).
 - Air Quality modelling predicts NO₂ concentrations are expected to decline by around 3 µg m⁻³. On the section between Frederick Street and Charlotte Square, NO₂ concentrations are predicted to remain above 40 µg m⁻³ and model exceedances will remain.
- 2019 Small LEZ option:
 - NO_x emission rates are predicted to increase by 7% if the Small LEZ is selected (Figure 42).
 - Air Quality modelling predicts NO₂ concentrations are expected to increase by around 1 µg m⁻³. On the section between Frederick Street and Charlotte Square, NO₂ concentrations are predicted to remain above 40 µg m⁻³ and model exceedances will remain.
- 2023 ‘future’ LEZ options:
 - NO_x emission rates are expected to decline by around 40% for all scenarios when compared to the Base 2019 scenario, which will be due to fleet turnover.
 - Air Quality Modelling predicts that NO₂ concentrations will decline (Large LEZ option by around 12 µg m⁻³; Small LEZ option by around 10 µg m⁻³) when compared to 2019 levels) to between 34 and 39 µg m⁻³.
 - On Albyn Place, predicted concentrations are likely to remain just above 40 µg m⁻³ for both LEZ options (Large LEZ option: 41 µg m⁻³; Small LEZ option: 43 µg m⁻³), therefore model exceedances will remain

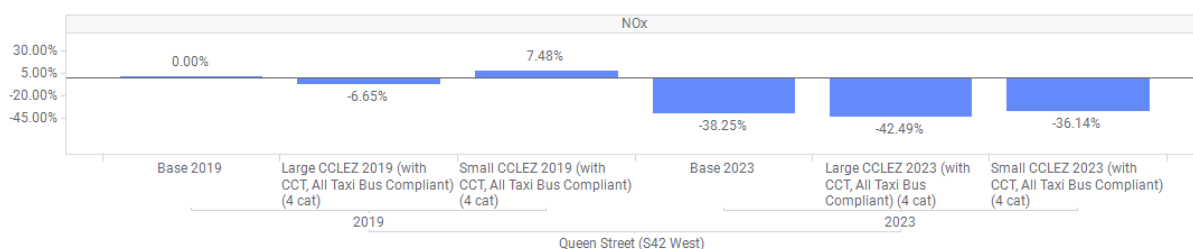


Figure 42: Relative Changes in Emission Rates (Queen Street) compared to Base 2019 Scenario.

Abbeyhill

- The introduction of either LEZ option is predicted to slightly increase emission rates on Abbeyhill compared to the Base Scenario.
- 2019 LEZ options:
 - NO_x emission rates are predicted to increase by 10% if the Large LEZ is selected and increase by 4% of the Small LEZ is selected (Figure 43).
 - Air Quality modelling predicts NO₂ concentrations would increase slightly (~ 1 µg m⁻³) for both LEZ options. Current air quality modelling predicts concentrations at kerbside points to be around 40 µg m⁻³ threshold. A small increase in emissions may

result in some new model exceedances. Further detailed modelling will be carried out to predict concentrations at building façades.

- 2023 ‘future’ LEZ options:
 - NO_x emission rates are expected to decline by between 33% and 40% for all scenarios when compared to the Base 2019 scenario. The variation suggests that there will still be some traffic displacement if the Large LEZ option is selected as emission rates are not falling as fast as the Base 2023 scenario.
 - Air Quality Modelling predicts that NO₂ concentrations will decline by around 5 µg m⁻³ (compared to 2019 levels) to around 34 µg m⁻³ and therefore model exceedances will be no longer exist.

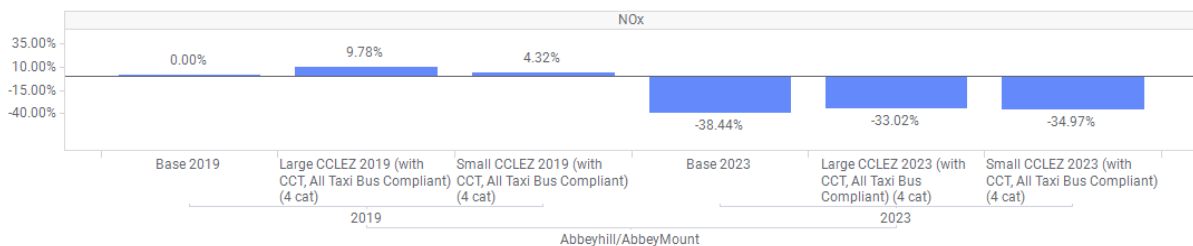


Figure 43: Relative Changes in Emission Rates (Abbeyhill) compared to Base 2019 Scenario.

West Preston Street

- The introduction of either LEZ option will increase emission rates on West Preston Street compared to the 2019 Base scenario.
- 2019 LEZ options:
 - NO_x emission rates are predicted to significantly increase by 37% if the Large LEZ is selected and by 40% if the Small LEZ is selected (Figure 44).
 - The ranking histograms in Figure 45 - Figure 47 show that the emission rates for the LEZ options will remain low.
 - Air Quality modelling predicts NO₂ concentrations are expected to increase from 33 µg m⁻³ to 37 µg m⁻³ for both LEZ options. This is predicted to be below the 40 µg m⁻³ threshold, therefore no new model exceedances are predicted.
- 2023 ‘future’ LEZ options:
 - NO_x emission rates are expected to decline by 26% for either LEZ option and by 35% for the Base 2023 scenario, when compared to the Base 2019 scenario. The variation suggests that there will still be some traffic displacement if the Large LEZ is selected as emissions are not falling as fast as the Base 2023 scenario.
 - Air Quality Modelling predicts that NO₂ concentrations will decline by around 3 µg m⁻³ (compared to 2019 levels) to around 30 µg m⁻³ and therefore model exceedances will be no longer exist.

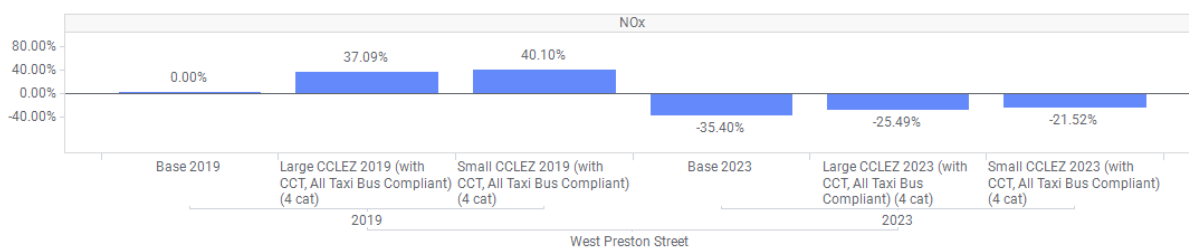


Figure 44: Relative Changes in Emission Rates (West Preston Street) compared to Base 2019 Scenario.



Figure 45: Base Scenario (2019) Emission Rates ranked for each road, showing West Preston Street highlighted



Figure 46: Large LEZ option (2019) Emission Rates ranked for each road, showing West Preston Street highlighted

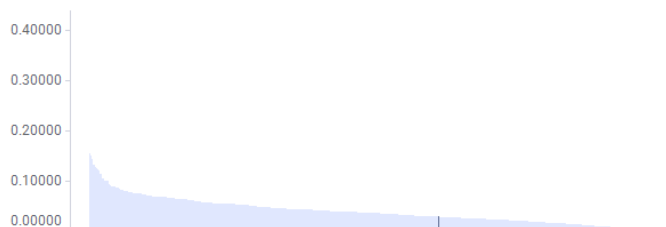


Figure 47: Small LEZ option (2019) Emission Rates ranked for each road, showing West Preston Street highlighted

Melville Drive (Meadows)

- The introduction of either LEZ option will slightly increase emission rates on Melville Drive compared to the 2019 Base scenario.
- 2019 LEZ options:
 - NO_x emission rates are predicted to slightly increase by 0.7% if the Large LEZ is selected and increase by 5.5% if the Small LEZ is selected (Figure 48).
 - Air Quality modelling predicts negligible increases of NO₂ concentrations; they are currently around 33 µg m⁻³ and so no new exceedances are predicted.
- 2023 ‘future’ LEZ options:

- NO_x emission rates are expected to decline by around 35% for all scenarios when compared to the Base 2019 scenario.
- As emission changes between the LEZ options and Base scenario for the relevant year are very small, the effect on air quality due to LEZ traffic displacement is negligible.

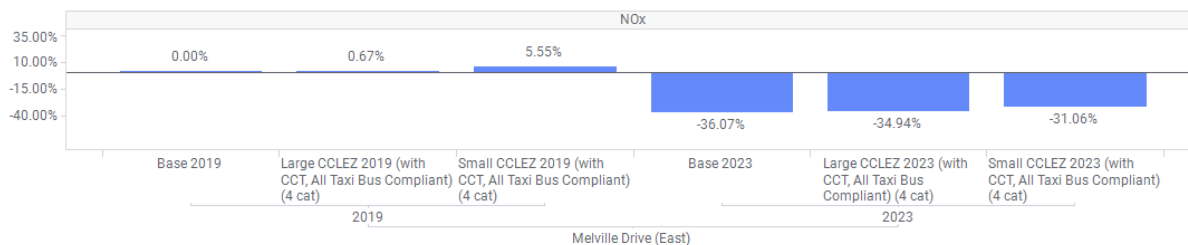


Figure 48: Relative Changes in Emission Rates (Melville Drive) compared to Base 2019 Scenario.

Lothian Road (between West Approach Road and Lothian Road)

- Lothian Road is within the Large LEZ option (all traffic will be compliant), but not in the Small LEZ option (where non-compliant traffic can continue to use this road).
- The introduction of either LEZ option will reduce emissions on Lothian Road compared to the 2019 Base run.
- 2019 LEZ options:
 - NO_x emission rates are predicted to decline by 47% if the Large LEZ is selected and by 28% of the Small LEZ is selected.
 - Although non-compliant traffic being able to use Lothian Road for the Small LEZ option, the large reduction in emissions is due to a large number of buses and taxis on this road which will have become compliant with LEZ rules.
 - Despite large emission reductions, model air quality exceedances are predicted to remain for both LEZ options, though the Large LEZ would have a greater impact on improving air quality. Air Quality modelling predictions for NO₂ concentrations are:
 - Base 2019: 60-70 µg m⁻³
 - Large LEZ option: 45-55 µg m⁻³
 - Small LEZ option: 55-65 µg m⁻³
- 2023 'future' LEZ options
 - NO_x emission rates are expected to decline by (when compared to Base 2019 levels):
 - Base 2023: 44%
 - Large LEZ option: 60%
 - Small LEZ option: 52%
 - Air Quality modelling predictions for NO₂ concentrations are:
 - Large LEZ option: 35-45 µg m⁻³
 - Small LEZ option: 43-50 µg m⁻³
 - Model exceedances are still predicted, however concentrations are around 5 µg m⁻³ lower on Lothian Road if the Large LEZ option is selected in preference to the Small LEZ option

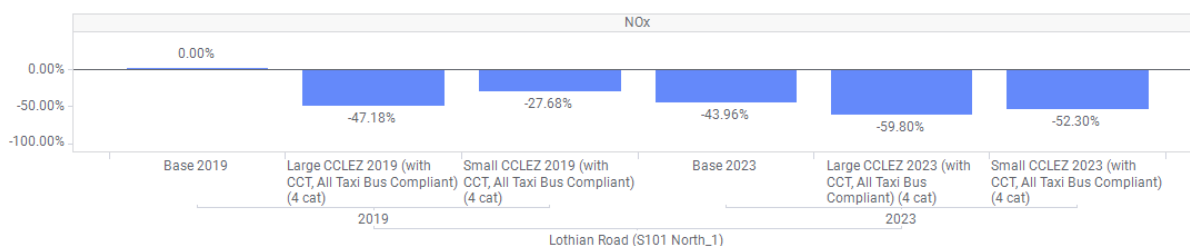


Figure 49: Relative Changes in Emission Rates (Lothian Road) compared to Base 2019 Scenario.

North Charlotte Street

- North Charlotte Street is within the Large LEZ (all traffic will be compliant), but not in the Small LEZ (where non-compliant traffic can continue to use this road).
- 2019 LEZ options:
 - If the Large LEZ option is selected, NO_x emission rates are predicted to decline (Figure 50), however if the Small LEZ option is selected, NO_x emissions are predicted to increase.
 - Predicted NO_x emission changes:
 - Large LEZ option: NO_x emission rates decline by 31%
 - Small LEZ option: NO_x emissions rates increase by 14%
 - NO_x emission rates are predicted to increase for the Small LEZ as there are very few buses on this road (all buses becoming compliant accounts for emission reduction on Lothian Road)
 - Air Quality modelling predicts NO₂ concentrations are slightly increase for the Small LEZ option, but decline for the Large LEZ option. Predicted NO₂ concentrations are:
 - Base 2019: 40 µg m⁻³
 - Large LEZ: 33 µg m⁻³
 - Small LEZ: 41 µg m⁻³
- 2023 ‘future’ LEZ options:
 - NO_x emissions are predicted to decline for all options, however the Large LEZ option will still have an impact on reducing emissions on this road in the future.
 - Air Quality Modelling predicts that NO₂ concentrations will decline by around 7-10 µg m⁻³ (compared to 2019 levels) to around 30 µg m⁻³ and therefore model exceedances will be no longer exist.

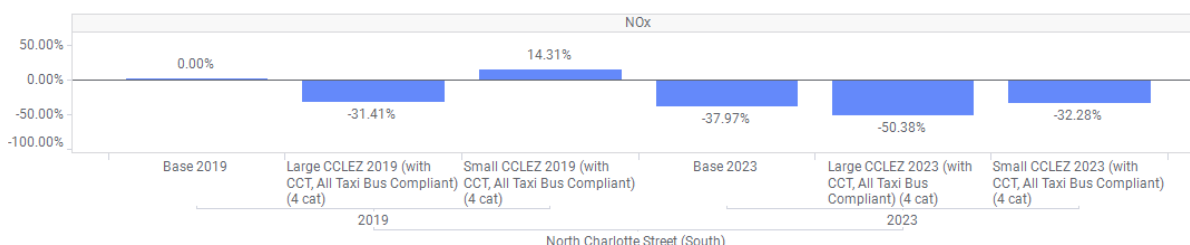


Figure 50: Relative Changes in Emission Rates (North Charlotte Street) compared to Base 2019 Scenario.

Detailed Analysis in other AQMA's

St John's Road

- St John's Road is part of the Corstorphine AQMA.
- 2019 LEZ options:
 - NO_x emission rates are predicted to decline by 24% for both LEZ options (Figure 51). This is likely to be due to buses and taxis moving to full compliance so they can operate within the city centre LEZ regardless of whether this is the Large or Small LEZ.
 - Air Quality modelling predicts NO₂ model concentrations will decline from 53 µg m⁻³ to 48 µg m⁻³, so model exceedances are expected to remain.
- 2023 'future' LEZ options:
 - NO_x emission rates are predicted to decline by 40% for the Base 2023 scenario and by around 48% for both LEZ options.
 - Air Quality Modelling predicts that NO₂ concentrations will decline by around 10-15 µg m⁻³ (compared to 2019 levels) to around 30 µg m⁻³ on most of St John's Road and therefore, model exceedances at most locations are expected to no longer exist.
 - However, predicted concentrations on the section between Kirk Loan and Clermiston Road are expected to remain just above 40 µg m⁻³ and model exceedances remain there.

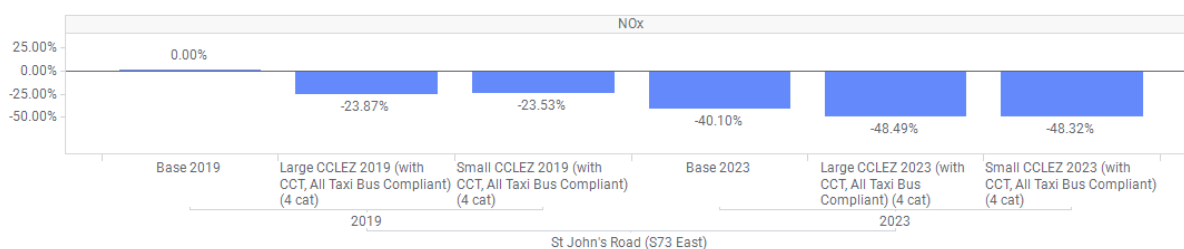


Figure 51: Relative Changes in Emission Rates (St Johns Road) compared to Base 2019 Scenario.

Ferry Road (by Inverleith Row)

- This street is in part of the Inverleith AQMA.
- 2019 LEZ options:
 - NO_x emission rates are predicted to decline by 7-8% for both LEZ options when compared to the Base 2019 scenario (Figure 52). This is likely to be due to buses and taxis moving to full compliance so they can operate within the city centre LEZ, regardless of whether this is the Large or Small LEZ.
 - Air Quality modelling predicts NO₂ concentrations decline slightly (by around 1 µg m⁻³) for both LEZ options. Current air quality modelling predicts concentrations at kerbside points to be around the 40 µg m⁻³ threshold. A small reduction in emissions may not remove all model exceedances (note that monitored data shows no exceedances since 2018). Further detailed modelling will be carried out to predict concentrations at building façades.
- 2023 'future' LEZ options:
 - NO_x emissions are predicted to decline significantly by 40-43% for the 2023 scenarios.

- Air Quality Modelling predicts that NO₂ concentrations will decline by around 10 µg m⁻³ (compared to 2019 levels) to between 30 and 34 µg m⁻³ and therefore model exceedances will be no longer exist.

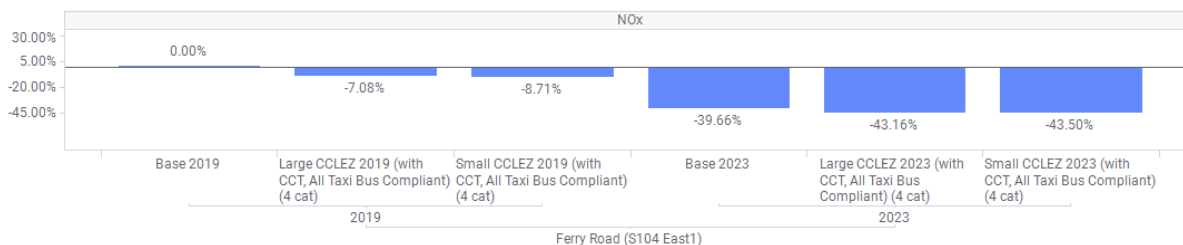


Figure 52: Relative Changes in Emission Rates (Ferry Road, by Inverleith Row) compared to Base 2019 Scenario.

Great Junction Street (by Foot of Leith Walk)

- This street is in part of the Leith AQMA.
- 2019 LEZ options:
 - NO_x emission rates are predicted to decline by 32% for both LEZ options when compared to the Base 2019 scenario (Figure 53). This is likely to be due to buses and taxis moving to full compliance so they can operate within the city centre LEZ, regardless of whether this is the Large or Small LEZ.
 - Air Quality modelling predicts NO₂ concentrations decline slightly (by around 3 µg m⁻³) for both LEZ options. Current air quality modelling predicts concentrations at kerbside points to be around the 40 µg m⁻³ threshold. A small reduction in emissions may not remove all model exceedances (note that monitored data shows no exceedances since 2017). Further detailed modelling will be carried out to predict concentrations at building façades.
- 2023 ‘future’ LEZ options:
 - NO_x emission rates are predicted to decline significantly by 43-55% for the 2023 scenarios.
 - Air Quality Modelling predicts that NO₂ concentrations will decline by around 12 µg m⁻³ (compared to 2019 levels) to around 32 µg m⁻³ and therefore model exceedances will be no longer exist.

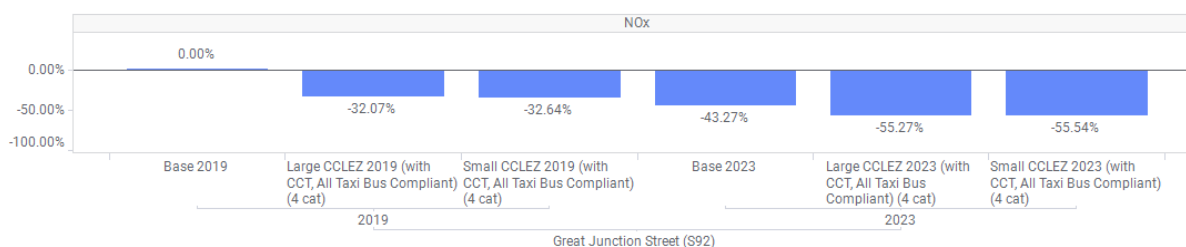


Figure 53: Relative Changes in Emission Rates (Great Junction Street, by the Foot of the Walk) compared to Base 2019 Scenario.

Next Steps

- Complete air quality modelling which has been delayed to due to the cyberattack that reduced SEPA's modelling capabilities.
- Source apportionment to identify the impact of each vehicle class on air quality on different roads.
- Carry out an analysis of Particulate Matter and Carbon Dioxide emissions.
- Further ANPR surveys are required to monitor the changes in the fleet so that the rate of air quality improvements can be monitored.

Edinburgh Low Emission Zones - Options Appraisal

May 2021

Introduction

The indicative National Programme timeline is for LEZs to be implemented in the four largest Scottish Cities between February and May 2022. Most of the capital funding from Transport Scotland to facilitate enforcement of the scheme is available in the current financial year. At the implementation date, grace periods begin for each of the different vehicle types involved in the Scheme, to allow time to prepare. Grace periods can be a minimum of one year and maximum of four. Residents are allowed up to an additional two years. Enforcement of the LEZ begins after the grace periods expire.

Over the summer (2021) CEC will consult on the preferred scheme. Autumn and early winter will allow time for consideration of the consultation feedback and proceed through the new legal process to declare a LEZ, prior to the Local Authority or Scottish Ministers considering approval of the scheme. Both bodies have the power to call the scheme in for an *examination* which would mean the national timeline dates could not be achieved.

Appraisal Approach

The Edinburgh LEZ options appraisal described herein, has been undertaken with regard to the [National Low Emission Framework](#) (NLEF). NLEF is an **evidence-based** appraisal process developed to help local authorities consider transport related actions to improve local air quality.

The primary aim of the NLEF is to **improve local air quality** in areas where Scottish Air Quality Objectives (AQOs) are exceeded, or likely to be exceeded, and transport is identified as the key contributor. LEZ Schemes in Scotland are also mandated to reduce the contribution of traffic to local pollution.

Actions to improve air quality could potentially result in a reduction in CO₂ emissions due to vehicle owners switching to more sustainable modes of transport, hence as a secondary objective, local authorities are encouraged to consider whether actions identified through the NLEF appraisal process can help support reductions in emissions of CO₂ within their areas.

The National Modelling Framework (NMF) provides a significant proportion of the quantitative evidence required within the NLEF appraisal process. It links traffic modelling outputs with air quality modelling, to allow for consideration of the wider traffic management measures in the context of improving local air quality. SEPA have standardised data collection, analysis and presentation of model outputs for each of the four Scottish Cities delivering LEZ schemes, and have produced Air Quality Evidence reports and detailed analysis to this effect. These take account of traffic analysis from 2016, 2019 and 2020.

The Scottish Government's recently published LEZ regulations and emerging guidance is also considered as part of this appraisal.

Edinburgh Low Emission Zones - Options Appraisal

Key Principles and Objectives

A number of Key Principles (KPs) were considered to help develop high level outline appraisal and in further detail, the Primary and Secondary Objectives were assessed against strengths, weaknesses, opportunities, threats and related mitigations.

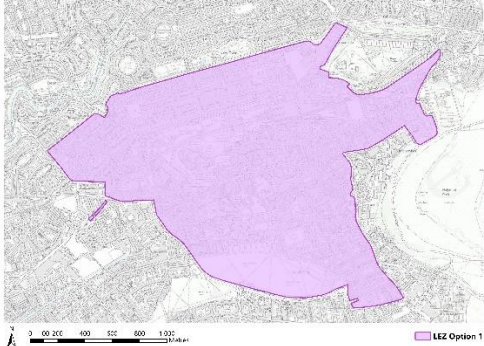
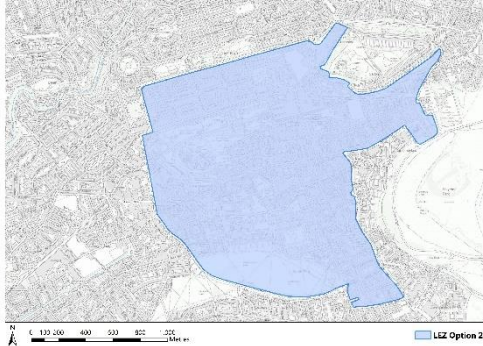
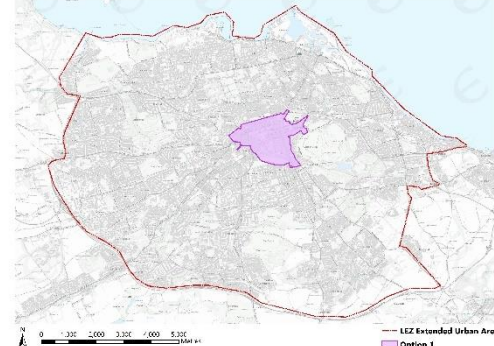
The Key Principles have been established using the NLEF process and the LEZ objectives in consultation through the governance structure of the Scheme Development – the Delivery Group which includes representatives from SEPA, Transport Scotland and SEStran.

The KPs and objectives consider LEZ impacts regarding air quality and traffic management in particular. Wider impacts are also considered (Feasibility and Deliverability) in the context of the geographical extent of the LEZ, the vehicles affected with each Option and the grace periods.

Options Appraised

This Appraisal examines the following **three options** for the LEZ scheme in Edinburgh in terms of the boundary, types of vehicles included, and the grace periods (see appendix for explanation of terms and definitions):

Edinburgh Low Emission Zones - Options Appraisal

	Option 1	Option 2	Option 3	
Scheme	City Centre LEZ	City Centre LEZ	Extended Urban Area LEZ with City Centre	
Description	Originally proposed City Centre boundary as presented in 2019 for consultation, with minor amendments. Grace period two years, which is different from the 2019 proposal, where one year was to be allowed for commercial-type vehicles (HGVs, LGVs, Minibus, Buses & Coaches and Taxis) and four years for cars.	Revised City Centre boundary - amended following NMF assessment of the traffic and air quality impacts.	Extended Urban Area (formally named 'Citywide boundary') is as presented in 2019 for consultation, plus either city centre option	
Boundary	<i>Original</i> 	<i>Revised</i> 	<i>Option 1 or 2</i>	<i>Extended Urban Area</i> 
Vehicle types included	<i>All</i>	<i>All</i>	<i>All</i>	<i>HGVs, LGVs, Minibus, Buses & Coaches and Taxis</i>
Grace Period (years)	<i>2</i>	<i>2</i>	<i>2</i>	<i>3</i>

2019 Consultation

Edinburgh Low Emission Zones - Options Appraisal

The Council ran a consultation from 27 May to 21 July 2019 regarding the proposed Low Emission Zones (LEZs) which focused on the proposed boundaries, vehicle types, grace periods and any unintended consequences. The proposed boundaries comprised a city centre boundary (referred to in this Appraisal as Option 1) and an extended urban area boundary formally referred to as the 'citywide' boundary (referred to in this Appraisal as Option 3). The consultation did not include the revised City Centre boundary (referred to as Option 2 in this Appraisal) - this has been explored in response to updated NMF assessment of traffic and air quality impacts.

Overall, findings from the consultation showed that cleaner air is important to all, but there were mixed views as to the suitability of the LEZ and to its specific aspects. General public and commercial audiences agree, albeit with differing priorities. For all however, vital questions to consider are the cost of LEZ compliance to them; the cost to life in Edinburgh (clean air, goods/services); and looking at a bigger, city and regional picture to tackle underlying issues (traffic flow, public transport, etc).

Summary of 2019 consultation responses	
City Centre LEZ (Option 1)	
Boundary	Mixed views: 54% agreed, 46% disagreed with boundary Most disagreement related to the LEZ overall – desiring a better approach, a better public transport offer, and voicing worries about the financial effect on businesses and individuals. Main issues included worry about increased traffic and pollution in neighbouring streets/parks; the desire to make the area larger; and to include New Town/up to Ferry Road.
Vehicle types	Most said each vehicle type should be included, comments were mainly about considering exemptions, like motorbikes/scooters, buses/public transport, private cars, deliveries/ tradesmen
Grace periods	Mixed views, with more acceptance for 1 year for buses and coaches and commercial vehicles, albeit only just over 50% saying 'about right' and evenly mixed views for 4 years for private cars and 5 years for city centre residents with cars.
Action taken	34% said their vehicle would comply, so no action was needed The Top 5 most mentioned actions as a result of the LEZ were: 30% use public transport more; 24% walk more; 20% bike more; 18% upgrade vehicle; and 16% change route.
Extended Urban Area with City Centre (formally referred to as 'Citywide' Boundary) (Option 3)	
Boundary	More in favour: 62% agreed, 37% disagreed with boundary Again, most comment regarding disagreement related to the LEZ and that it will negatively affect business/trade/deliveries. Main issues cited were that it should be smaller, should only be the City Centre, and should include the airport.
Vehicle types	Comments reflected the same exemptions as City Centre, but more felt all private cars should be included, 9% (v. 3% exempt)
Grace periods	Again, mixed views with an evenly mixed response for both 3 year periods between 'too short', 'about right' and 'too long'.

Edinburgh Low Emission Zones - Options Appraisal

Since the 2019 consultation:

- The Draft [Low Emission Zones \(Scotland\) Regulations 2021](#) were presented to Scottish Parliament in January 2021 and will become law in May 2021;
- The Council published its [City Mobility Plan](#) in February 2021 which sets out the strategic approach to the sustainable, safe and effective movement of people and goods and a strong commitment to meeting the net zero carbon target by 2030 including through behaviour change, infrastructure provision and network management tools. It confirms a commitment to developing a LEZ scheme along with many other related measures such as electric vehicle charging infrastructure, expansion of Controlled Parking Zones, Workplace Parking Levy, and a 'Pay as you Drive' scheme, if necessary, to tackle congestion and support cleaner air;
- COVID-19 pandemic has and continues to have a significant impact on travel behaviour and the economy;
- Air quality improvements across the City are being realised with natural fleet turnover and bus upgrades progressed to date;
- Funding from the Scottish Government has included;
 - £2.4 million from public transport (PTP) funding, used to implement bus priority measures.
 - Bus Emissions Abatement Retrofit (BEAR) Phases 1 and 2 were awarded to allow 130 vehicles to be retrofitted across Scotland. BEAR Phase 3 funding (£9.75 million) was fully subscribed in the 2020/21 financial year. Lothian Buses obtained funding 20/21 to retrofit 188 Euro V buses. Other buses and coaches that are likely to operate in Edinburgh will also be retrofitted.
 - Sept 20 – LEZ Mobility Fund announced - offering cash incentives (Support Fund) and Travel Better vouchers (encouraging the switch to more sustainable modes of transport). Funding awards for the 20/21 financial year since September included;
 - Low income households just over £80,000
 - Small/micro businesses £282,500
 - Retrofitting (nearly all taxis) £300,000
- The NMF air quality and traffic modelling that supported the 2019 consultation has been updated by SEPA to support this Appraisal, in terms of emission analysis and interim air dispersion modelling.

Edinburgh Low Emission Zones - Options Appraisal

Appraisal - Summary of Conclusions

Key Principles:

- The City Centre area has the greatest magnitude of traffic related pollution problems and breaches of **statutory Air Quality Objectives (AQOs)**. Options 1 and 2 support compliance with AQOs and are supported by a **strong evidence-base** which highlights the Central Air Quality Management Area (AQMA) as the focus for targeted interventions. SEPA recommends the Central AQMA as a priority for a LEZ scheme. This evidence-based approach lies at the centre of the appraisal and the resultant *Preferred Scheme* recommendation.
- Option 3 extended urban area plus city centre boundary is expected to have limited impact on air quality when taking into consideration current fleet composition and indicative trends - air quality improvements across the City are being realised with natural fleet turnover and bus upgrades progressed to date.
- Options 1 and 2 are the most feasible and deliverable taking account of the timescales for implementation and the funding available:
 - Option 3 is the least **deliverable** due to scale of proposals and limited timescale in which to deliver key infrastructure. Development of LEZ schemes are supported by grant funding from Transport Scotland, which must be spent in the financial year 21/22, to meet workstream objectives
 - Option 3 is the least **feasible** due to revenue budgetary implications for the Council in respect to operational costs. The penalty charge approach for Scottish LEZs could be offset by any revenue collected from penalty charges; however, this is likely to be limited due to the deterrent nature of the scheme. Option 1 and 2, with moderate infrastructure quantities, are preferred for minimising operational costs.
- Opportunities to **align with Edinburgh City Centre Transformation (ECCT)** are maximised in Options 1 and 2.
- Option 3 – extended urban area boundary has least impact on meeting this Appraisal's Key Principles and Objectives.

Primary Objective:

- Option 1 is preferred over Option 2 for delivering **air quality improvement** benefits since it includes a wider population and a larger portion of the City Centre, including **greater coverage of the Central AQMA**, highlighted by SEPA as LEZ priority. Future (NMF) scenarios analysis predicts any modelled air quality impacts, related to traffic displacement for Option 1, are short-lived.

Edinburgh Low Emission Zones - Options Appraisal

Secondary Objectives:

- Option 1 is preferred over options 2 and 3 to support positive **behaviour change (modal shift from private car)**, since it includes a wider population and a larger portion of the City Centre where interventions to **reduce car dominance will have the greatest cumulation of positive impacts**, in tandem with other measures (e.g. Controlled Parking Zone, Workplace Parking Levy, and other potential demand management initiatives, such as 'Pay as you Drive').
- Option 1 is preferred over options 2 and 3 for the **contribution towards net zero** greenhouse gases target which will predominantly occur as a result of a shift to sustainable travel modes, rather than from fleet compliance.
- All options will require the implementation of **network management mitigation measures**;
 - Localised traffic network impacts modelled for option 1, are short term, effect a smaller population and not present in the future year scenario.
 - However, pre-existing localised modelled exceedances are exacerbated, effect a larger population and continue to show exceedances in the long term if option 2 is selected.
 - Option 2 has the potential to conflict with development of the City Centre (CCWEL) strategic Active Travel corridor, with increase vehicular demand expected on same parts of the network.
- All option impacts can be limited via a 2-year grace period.

Preferred LEZ Scheme Recommendation:

Option 1 – City Centre (original boundary) is recommended as the preferred LEZ scheme boundary. It is also recommended that all vehicles be included in the Scheme and that a grace period of 2-years should apply.

Edinburgh Low Emission Zones - Options Appraisal

DETAILED APPRAISAL

Summary of Key Principles and Objectives

Key Principles (KPs)	
<p>KP1 Improve Air Quality</p> <ul style="list-style-type: none"> KP1.1. Compliance with statutory Air Quality Objectives KP1.2. AQ Improvement in Central AQMA KP1.3. AQ Improvement in other AQMA KP1.4. Complementary Measures KP1.5. General Fleet Compliance Trends 	<p>KP3: Feasibility and Deliverability</p> <ul style="list-style-type: none"> KP3.1 Impact Assessment <ul style="list-style-type: none"> KP3.1.1 Equality, Health and Wellbeing and Human Rights KP3.1.2 Economic including socio-economic disadvantage KP3.2 Costs <ul style="list-style-type: none"> KP3.2.1 Implementation costs KP3.2.2 Operational Costs KP3.2.3 Associated Cost KP3.4 Design principles <ul style="list-style-type: none"> KP3.4.1 Street clutter KP3.4.2 Heritage impact KP3.4.3 Enforcement system design KP3.4.4 COVID-19 impact KP3.5 Communications & Engagement <ul style="list-style-type: none"> KP3.5.1 Scheme complexity KP3.5.2 Public opinion
<p>KP2: Evidence-based, targeted approach</p> <ul style="list-style-type: none"> KP2.1. NMF Assessment KP2.2. NMF Reporting KP2.3. Detailed analysis with Spotfire software KP2.4. Taking account of COVID-19 impacts 	<p>KP4: Strategic Placemaking & Sustainable Travel</p> <ul style="list-style-type: none"> KP4.1 Placemaking KP4.2 Mobility & Transport KP4.3 Climate Change
Objectives	
<p>Primary Objective</p> <ul style="list-style-type: none"> P1. Improve Air Quality - Contribute towards reduction of NO_x emissions 	<p>Secondary Objectives</p> <ul style="list-style-type: none"> S1. Reduce Carbon Emissions S2. Network Management S3. Behaviour Change

Edinburgh Low Emission Zones - Options Appraisal

Key Principle (KP)	1. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre - All vehicles Extended Urban Area - HGVs, LGVs, Minibus, Buses & Coaches and Taxis</i>
<p>KP1: Improve Air Quality</p> <p><i>KP1.1 Compliance with statutory Air Quality Objectives</i></p> <hr/> <p><i>KP1.2. AQ Improvement in Central AQMA</i></p>	<p>Air quality improvements across the City are being realised with natural fleet turnover and bus upgrades progressed to date (<i>Ref. CEC Air Quality Annual Progress Report (2021)</i>). However, the City Centre area has the greatest magnitude of traffic related pollution problems and breaches of the Air Quality Objectives (AQO). A targeted LEZ City Centre intervention is required. See Complementary measures KP1.4.</p> <hr/> <p>SEPA’s Initial Air Quality Evidence report (2019) supports development of a LEZ in Edinburgh (ref) to address breaches of the Air Quality Objectives. The report recommended a LEZ covering the Central AQMA be investigated further.</p> <p>The need to reduce harmful levels of air pollution as quickly as possible remains a priority (Ref. emerging LEZ guidance), therefore a City Centre LEZ should be progressed as a priority.</p>	<p>Air quality improvements have been realised across the whole of the City. (See left.)</p> <p>Amendment of Air Quality Management Area (AQMA) order for the St John’s Road AQMA is being progressed due to the <i>hourly</i> Air Quality Objective being met for the past four consecutive years.</p> <p>Revocation of the Inverleith Row (Ferry Road) and Great Junction Street AQMAs is also being considered due to compliance with the statutory AQO for the past two and three years respectively.</p> <hr/> <p>A LEZ for the City Centre must be included in an Edinburgh scheme. The addition of an Extended Urban Area LEZ that affects all vehicles except cars, will have limited added air quality benefit (see KP1.5).</p>	<p>Further improvement from Extended Urban Area LEZ on the Central AQMA will be limited due to geographical differences.</p> <p>Limited additional benefit from bus and coach sector as majority already impacted by the City Centre boundary. High percentage of HGV in traffic found on arterial routes.</p> <p><i>Note</i> Cars are not included in the Extended Urban Area boundary as only a marginal improvement in pollution is</p>

Edinburgh Low Emission Zones - Options Appraisal

Key Principle (KP)	1. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre - All vehicles Extended Urban Area - HGVs, LGVs, Minibus, Buses & Coaches and Taxis</i>
			forecasted. This is predominately due to the Euro 6 performance - tighter emissions testing criteria for the newer Euro 6c and 6d vehicles are predicted to give more pollution reduction benefit, than early Euro 6's (<i>Ref, 2019 Initial Report</i>).
<p><i>KP1.3. AQ improvement in other AQMAs</i></p>	<p>A City Centre LEZ does not significantly change predicted pollution concentrations for AQMA's away from the City Centre (e.g. St John's Road, Glasgow Road (Newbridge), Inverleith Row/Ferry Road, Great Junction Street and Salamander Street) due to displaced traffic. No new exceedances are predicted in these areas. However, it is expected air quality will improve as 'cleaner' vehicles enter the fleet quicker than natural turnover and hence emissions are reduced over time.</p>		<p>Further improvement from Extended Urban Area LEZ expected to be limited taking into consideration the impact of current fleet composition and indicative trends (see KP1.5).</p> <p>Although there is uncertainty on what travel will look like post the COVID-19 pandemic (see KP3.4.4), there is also concern about the impact on LGV owners, in particular (KP3.1.2).</p>
<p><i>KP1.4 Complementary Measures</i></p>	<p>Despite the potential for improvement by vehicle fleet changes with a LEZ, it will be difficult to meet the statutory Air Quality Objectives in some areas of the Central AQMA (<i>REF 2019 SEPA Initial Report</i>). Busy narrow streets with tall buildings will be particularly challenging. In these locations, other measures to reduce emissions will be required. It will be important to align with the Councils strategic traffic and public realm improvement projects with the LEZ work (see KP4.1 & KP4.1).</p> <p>The Council is also committed to revising the Air Quality Action Plan in 2021-22.</p>		<p>The Council's revised Air Quality Action Plan will address traffic emissions across the City but can also include targeted interventions in the other AQMAs.</p> <p>Feasibility work has been undertaken for junction improvements that would reduce traffic queueing and pollution concentrations further in the St John's Road AQMA. Part-funding has been awarded from Scottish Government to progress this work in 2021/22.</p> <p>Glasgow Road (Newbridge) AQMA was scoped outside the Extended Urban Area boundary. Feasibility work through the AQAP process highlighted targeted interventions at this location, which has already seen</p>

Edinburgh Low Emission Zones - Options Appraisal

Key Principle (KP)	1. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre - All vehicles Extended Urban Area - HGVs, LGVs, Minibus, Buses & Coaches and Taxis</i>
<p><i>KP1.5. General Fleet Compliance Trends</i></p>	<p>All vehicle types are included in scheme, increasing overall compliance rates and supporting AQ improvements in the Central AQMA.</p> <p>Current levels of vehicle compliance across the entire Edinburgh fleet is 68%. With LEZs design to ensure a faster turnover of fleet than the natural turnover, LEZs need to be implemented in a timely manner to realise effectiveness of such a scheme.</p> <p>A targeted City Centre scheme would support this principle.</p>		<p>improvements in air quality through the installation of an urban traffic control system (MOVA).</p> <p>Commercial fleet compliance data shows potential for limited air quality improvements across the wider City area, due to high percentage of complaint HGV's and buses & coaches, which are high-emitting vehicles. The effectiveness of the Extended Urban Area LEZ could be limited.</p> <p>Below is traffic survey data obtained February 2020 for Euro VI vehicles or better (compliant vehicles);</p> <ul style="list-style-type: none"> • HGVs: 76-95% Euro VI or better • Buses & coaches: 61% operators - excluding Lothian Buses Lothian Buses commitment to be 100% LEZ compliant by the end 2021. • LGV: 48% Euro VI or better (increase from 7% in 2016) <p>LGVs could be disproportionately affected with the Extended Urban Area LEZ taking account of the level of non-compliance and the economic impacts associated with the commercial-type vehicles sector (<i>KP3.1.2.</i>) in the Extended Urban Area LEZ, in particular.</p> <p><i>Notes.</i> Majority of buses and coaches will need to upgrade with City Centre option, in any case. Taxi and private hire car compliance will be met through licensing conditions.</p>

Edinburgh Low Emission Zones - Options Appraisal

Key Principle (KP)	1. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre - All vehicles Extended Urban Area - HGVs, LGVs, Minibus, Buses & Coaches and Taxis</i>
KP2: Evidence-based, targeted approach <hr/> <i>KP2.1. NMF Assessment</i> <hr/> <i>KP2.2. NMF Reporting</i> <hr/> <i>KP2.3. Detailed analysis with Spotfire software</i> <hr/> <i>KP2.4. Taking account of COVID-19 impacts</i>	SEPA National Modelling Framework Initial Air Quality Evidence Report (2018) recommends that LEZ should focus on City Centre to maximise AQ impacts. All vehicle types to be included.	SEPA NMF Initial Air Quality Evidence Report (2018) considered the impact of whole City improvements in fleet. However, report recommended targeted approach on City Centre.	SEPA NMF Initial Air Quality Evidence Report (2018) considered the impact of whole City improvements in fleet. However, report recommended targeted approach on City Centre.
	SEPA Interim Air Quality Evidence and Analysis Report (2021) focuses on AQ impact of the City Centre boundary Options, due to traffic displacement that might arise from manoeuvres to avoid the LEZ. Traffic modelling was undertaken to inform the air quality modelling.	Traffic modelling for the Extended Urban Area boundary was screened out - displacement of traffic is less of an issue for the Extended Urban Area boundary, as commercial vehicles are more likely to need to upgrade their vehicles in order to continue operations.	Traffic modelling for the Extended Urban Area boundary was screened out - displacement of traffic is less of an issue for the Extended Urban Area boundary, as commercial vehicles are more likely to need to upgrade their vehicles in order to continue operations.
	Detailed analysis using Spotfire software of traffic surveys in 2016, 2019 and 2020 was undertaken by SEPA. Analysis of the bus sector shows a general pattern to eradicate the older buses from the main operator’s fleet (Euro III) however the percentage composition of Euro classes in the fleet does tend to change on a year to year basis. A Low Emission Zone will be an important tool in setting consistent standards on the environmental performance of the bus fleet.	Detailed analysis using Spotfire software of traffic surveys in 2016, 2019 and 2020 was undertaken by SEPA. As per above in KP1.3. commercial fleet analysis shows increasing trend in compliance and hence likely limited impact of Extended Urban Area LEZ.	Detailed analysis using Spotfire software of traffic surveys in 2016, 2019 and 2020 was undertaken by SEPA. As per above in KP1.3. commercial fleet analysis shows increasing trend in compliance and hence likely limited impact of Extended Urban Area LEZ.
	LEZ scheme development work was considered as a part of COVID-19 impact analysis by Transport Scotland. (REF) Four identified plausible futures (with varying traffic demand and vehicle compliance levels) were considered against the NMF model assessments. The assessment work was found to be robust to variations in network conditions that may occur in a post-pandemic world. The work also concludes LEZs are still	LEZ scheme development work was considered as a part of COVID-19 impact analysis by Transport Scotland. (REF) Four identified plausible futures (with varying traffic demand and vehicle compliance levels) were considered against the NMF model assessments. The assessment work was found to be robust to variations in network conditions that may occur in a post-pandemic world. The work also concludes LEZs are still	Post-COVID-19 impact uncertainty is greater with addition of a Extended Urban Area boundary due to increased scale of scheme.

Edinburgh Low Emission Zones - Options Appraisal

Key Principle (KP)	1. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre - All vehicles Extended Urban Area - HGVs, LGVs, Minibus, Buses & Coaches and Taxis</i>
	required to improve AQ and protect the City Centres.		
KP3: Feasibility and Deliverability	<i>KP3.1 Impact Assessment</i>	Funding was sought from Transport Scotland to undertake a detailed Impact Assessment Study. This coupled with the Council’s Integrated Impact Assessment (IIA) approach, the following information is useful for the appraisal process. <i>Note.</i> The Environment and Sustainability aspects of the IIA are covered elsewhere as major features of the appraisal.	
	<i>KP3.1.1 Equality, Health and Wellbeing and Human Rights</i>	LEZs will reduce emissions and improve air quality and in turn have a positive effect on health on everyone, particularly of those most at risk of respiratory illness including older people and children (including unborn children). This is the most significant positive impact of the LEZ and will have health and wellbeing benefits for a large population of residents, workers, and visitors to the area over a long period of time; therefore, the magnitude of the effect is substantial.	
		An added indirect impact of the LEZ may be the resulting health benefits from a mode shift from private vehicle travel to active travel or public transport modes - relevant to the City Centre LEZ.	
		Certain sectors of society could be more adversely impacted by the City Centre LEZ due to increasing costs in public transport, should operators pass any costs in upgrading/replacing their fleet onto users. Transport related businesses could also see increased prices in this regard.	The Extended Urban Area LEZ will provide wider effect for LGVs that are minibuses providing community transport services (care providers, youth groups, school groups, elderly care providers). Any impacts experienced by those providing care support could adversely affect those receiving care, for example, if the cost of care is increased.
		Carers may also own a non-compliant and be restricted for journeys within the City Centre LEZ. These impacts can be part-offset with the available grants/financial support to assist vehicles owners replace or upgrade their vehicles or by	This can be part-offset with the available grants/financial support to assist vehicles owners replace or upgrade their vehicles or by encouraging more sustainable travel (financial support also available here see S3).

Edinburgh Low Emission Zones - Options Appraisal

Key Principle (KP)	1. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre - All vehicles Extended Urban Area - HGVs, LGVs, Minibus, Buses & Coaches and Taxis</i>
	encouraging more sustainable travel (financial support also available here see S3).		
	Low income householders, people with low literacy/numeracy, minority ethnic people (including non-English speakers) could be impacted if there is low awareness of the scheme's rules and receive a penalty charge. This is more so for car users that might be affected by the City Centre LEZ. It will be important to ensure effective communication of the scheme.		
	People with a disability who must use their car which is non-complaint may have forgone their journey to the City Centre adversely affecting opportunity to access community and leisure facilities negatively impacting on social activity. This impact is to be off-set with the financial grants available in addition to the proposal that Blue badge will be included in the list of national exemptions for LEZs across Scotland (emerging draft guidance).		
<p>KP3.1.2 Economic including socio-economic disadvantage</p>	<p>An estimation of potential economic impact was undertaken, looking at around 20,000 non-compliant vehicles in Edinburgh's travel to work area (as a reasonable near-future year projection) if all vehicles were affected. The estimated costs associated with upgrading this number of vehicles to be compliant is around £120m. This financial outlay will be significantly lower for two reasons: not every vehicle type will be subject to the LEZ, so fewer vehicles will be required to upgrade and some non-compliant vehicles will not interact with the LEZ in the first place therefore avoiding the need to be upgraded. In addition to the financial outlay required to purchase an upgraded vehicle, there are other potential economic costs associated with replacing a large number of vehicles such as consumer welfare loss and asset value loss which can be as much as £43m and £65m respectively. As before, it is unlikely that this full value will be realised but it is an impact assessment on the economy that was undertaken for the LEZ development work in Edinburgh.</p>		

Edinburgh Low Emission Zones - Options Appraisal

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	<p>Increased economic activity for a number of sectors: second-hand car traders, vehicle scrappage, vehicle leasing operators, active-travel distributors/repairers, City car club and public transport operators through increased patronage. Although, some sectors and industries that are reliant on vehicles and have a fleet of non-compliant vehicles may be adversely affected by the LEZ and may be forced to reduce operations.</p>		
	<p>The IIA identified the potential economic costs of replacing vehicles. Private car owners will most likely be affected to a lesser degree as they are only included in the City Centre LEZ.</p>	<p>The IIA identified the potential economic costs of replacing vehicles a high priority. Commercial-type vehicles will be most significantly affected due to their inclusion in the Extended Urban Area LEZ.</p> <p>According to Federation of Small Businesses figures, Scottish SMEs are heavily reliant on cars, vans and lorries for their daily operations and travelling into work. The introduction of a LEZ would impact SMEs in different ways due to the varied nature of the businesses</p>	
	<p>The IIA also considered the reduction in the access and provision of goods/services and how businesses are impacted as they will face restrictions in how they can operate. Individuals are given fewer options as they either have to reconsider how they access the good/service or the good/service is no longer being offered. This will especially affect who are reliant on private vehicle transport but do not have access to finance to achieve compliance.</p>	<p>The wider Extended Urban Area LEZ will have more of an impact in this regard.</p> <p>Small enterprises represent over 90% of businesses in Edinburgh. Sixty three percent of companies rely upon vehicles, most likely LGVs, to deliver goods or drive to clients to provide a service, therefore, this sector where non-compliance rates are at 48% could be disproportionately affected by the Extended Urban Area LEZ.</p>	
	<p>Restricting non-compliant cars from the City Centre may cause certain members of society (lower income households) to be dissuaded from using or working in the City Centre. However, the LEZ scheme financial support funds and other</p>	<p>Vehicle users, especially LGV, bus, coach, minibus and HGV, have relatively long turnover periods, requiring users to change earlier than anticipated. The need to purchase compliant vehicles and sell/scrap their non-compliant vehicle means that the users could incur additional</p>	

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	wider council policies and support, encourage the shift to more sustainable forms of transport.		financial cost. This will also affect the City Centre LEZ, however the Extended Urban Area boundary is more extensive in geographic area.
	Through the changing environment of the city centre with less pollution, some people and businesses may be more attracted to the area, generating more economic activity.		
<p><i>KP3.2 Costs (see appendix)</i></p>	First principles are to ensure value for money in terms of capital spend and as low additional revenue cost to the Council as feasible, with a view to achieving the AQ objectives.		
<p><i>KP3.2.1 Implementation costs</i></p>	<p>A high-level estimate of the implementation costs for enforcement infrastructure involved for a City Centre LEZ is £550k. It is expected that this cost is covered by Transport Scotland grant funding.</p>		<p>In addition to the costs mentioned left, a high-level estimate of the implementation costs for enforcement infrastructure involved for a Extended Urban Area LEZ is double – approximately £1m. It is also expected that this cost would be covered by Transport Scotland grant funding.</p>
	<p>Funding from Transport Scotland for capital investment for enforcement system is available in the 2021/22 financial year. Design, purchasing and installation would have to be receipted this financial year. The programme timeline is very challenging, with statutory consultation over the summer and legal processing towards the end of the year. Hence there are risks with the funding.</p>		<p>See left – in addition for the Extended Urban Area boundary, the added complication is with respect the infrastructure which would have to be installed but not operational for the longer grace period (3 years). This would incur maintenance costs, which would have to be met by the Council.</p>
	<p>There is ongoing dialogue with Transport Scotland on these timing issues, however targeting the City Centre LEZ may need to be a priority.</p>		

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<p><i>KP3.2.2 Operational Costs</i></p>	<p>As Edinburgh currently has existing software and systems that could be used for enforcement of the LEZ, costs are estimated to be in the region of £400k to £700k per year.</p> <p>There will be budgetary implications for the Council in respect to these operational costs. They could be offset by any revenue collected from penalty charges; however, revenue is likely to be limited due to the deterrent nature of the scheme (see KP3.4.3). Additional or external funding support is not available to cover these costs.</p>		<p>See left. The addition of the Extended Urban Area boundary will mean increased operational costs, which will have further budgetary implications.</p>
<p><i>KP3.2.3 Associated Cost</i></p>	<p>Costs are also associated with boundary mitigation measures to deal with the potential for displaced traffic. This forms part of the Network Management Plan (<i>See Objective S2 below</i>). These would also have to be met by the Council.</p>		<p>In addition to the City Centre costs, it is expected there would be no major additional cost for the Extended Urban Area boundary in dealing with network mitigations measures. This is due to the fact that displaced traffic for Extended Urban Area LEZ would be limited due to the nature of the fleet (and the need for the majority of it to be upgraded). Also see S2 objective below. If any additional costs are identified through unintended consequences, these costs would have to be met by the Council.</p>
	<p>Other elements of the Network Management Plan will also incur costs, such as the signage and traffic signals strategy, including any scope for Intelligent Traffic Signals.</p> <p>Capital funding is expected from Transport Scotland for signage in 2022/23 financial year. Other costs will have to be met by the Council.</p>		<p>See left. Additional costs for the Extended Urban Area boundary in terms of signage are expected to be significantly higher due to the presence of the trunk road network on the Extended Urban Area boundary.</p> <p>Again, capital funding is expected from Transport Scotland for signage in 2022/23 financial year. Any other costs will have to be met by the Council.</p>

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<i>KP3.4 Design principles</i>			
<i>KP3.4.1 Street clutter</i>	Additional enforcement infrastructure e.g. ANPR camera in the urban realm will be minimised by use of existing poles or other infrastructure where possible. In addition, the preference to use mobile enforcement vehicles technology as an enforcement approach, reduces the need for multiple-camera infrastructure. The Edinburgh Design guidance will be adhered to.		
<i>KP3.4.2 Heritage impact</i>	The World Heritage Site and conservation areas around the City Centre LEZ will be subject to the appropriate Planning considerations in relation to their design, context and impact. This may form part of a Planning Application and/or Environmental Impact Assessment.	The additional implications for the Extended Urban Area boundary are limited due to lack of relevant sensitive designations in the vicinity of the boundary.	
<i>KP3.4.3 Enforcement system design</i>	<p>The (statutory) enforcement principle is to deter non-compliant vehicles. Therefore, the preferred enforcement approach is for ANPR cameras to cover main routes only, with other infringements detected by a mobile enforcement vehicle. This option ensures that financial resources are targeted where required the most (on the main routes) but provides the desired flexibility and an enhanced deterrent factor for the scheme, creating value for money.</p> <p>Financial operational burden can be mitigated through targeted approach with City Centre LEZ only.</p>	<p>Similar design principles could be applied to the enforcement of a Extended Urban Area LEZ to ensure costs are keep to a minimum. However, as air quality improvement are likely to be limited, the value of the scheme may also be limited (see KP1.5).</p>	
<p>Efficiencies in procurement and operation of new enforcement infrastructure can be considered for current projects in respect to CCTV upgrade, Smart Cities programme and bus lane enforcement work. Future proofing the use of the chosen enforcement technology provides valuable investment choice. Mobile enforcement vehicles can be used for a variety of other purposes and are easily re-deployable unlike fixed camera infrastructure.</p>			

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<p><i>KP3.4.4 COVID-19 impact</i></p>	<p>When approving a scheme Local Authorities and Scottish Minister will need to take account of COVID-19 impacts and their consideration in the design (and possibly operational) phase(s) of LEZ development (Ref. Emerging Transport Scotland LEZ guidance).</p> <p>A review and amendments of the initial (2019) LEZ proposals in Edinburgh has been undertaken, in respect to potential COVID-19 impacts.</p>		
	<p>A two-year grace period is being proposed in-part to account for the economic recovery coming out of the COVID-19 pandemic, for all vehicle types in the City Centre LEZ. This differs to the 2019 proposal which included a 1-year grace period for commercial-type vehicles and 4-years for cars. It should be noted that residents can get up to an additional two years extension to the chosen grace period.</p> <p>This approach also supports the LEZ programme implementation by ensuring sufficient time to develop network management mitigation measures to deal with traffic displacement at the boundary of the City Centre LEZ (See S2 Threats) and encourage modal shift with private car usage (S3).</p>	<p>The Extended Urban Area element of the Edinburgh 2019 scheme proposed a 3-year grace period. This approach was deemed reasonable to allow vehicle owners time to prepare for the LEZ. Should additional time be considered necessary having respect to COVID impacts. the maximum 4-years grace period could be applied; however, they may affect the effectiveness of the scheme due to the fact that enforcement would not begin until 2026.</p>	
	<p>The assessment work undertaken for the City Centre LEZ has taken accounted of a post-COVID uncertainties, around travel demand and fleet composition changes (See KP2.4).</p>	<p>The work predominately focused on the city centres of the four major Scottish Cities.</p>	

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			<p>Post-COVID-19 impact uncertainty is greater with addition of an Extended Urban Area boundary due to increased scale of scheme.</p> <p>LGV fleet has the highest proportion of non-compliant vehicles (48% compliant in 2020). Increased risk of negative impacts disproportionately felt by microbusinesses/businesses operating across wider area (see IIA KP3.1.2).</p>
<i>KP3.5 Communications & Engagement</i>	<p>Communications and engagement planning will need to take account of the national strategy and campaigning. Air Quality and health messaging to be priority with communications.</p>		
<i>KP3.5.1 Scheme complexity</i>	<p>City Centre options lend themselves to clearer communication and engagement with public and stakeholders due to simplicity.</p> <p>Streamlining the complexity of the scheme can be achieved by presenting one grace period for all vehicles included in the LEZ. This differs from the 2019 proposal, where different vehicle types had different grace periods. (Commercial-type vehicles were given one year and cars four years.)</p>		<p>The addition of the Extended Urban Area LEZ, with different vehicle types affected and grace periods, adds a level of complication for public engagement and understanding.</p> <p>Buses, coaches, minibuses, HGVs, LGVs and taxis crossing Extended Urban Area and City Centre boundaries – adds complexity in enforcement and communication of scheme.</p>
<i>KP3.5.2 Public opinion</i>	<p>An evidence based, targeted air quality intervention with small geographical area, provides a step-change approach to emissions control from the public engagement point of view. It builds wider public/stakeholder support for future evidence-backed interventions.</p>		<p>A large geographical area intervention provides less of a step-change approach to emissions control, which might undermine key principles of LEZs.</p>
<i>KP4.1 Placemaking</i>	<p>The emerging City Plan 2030 (CP2030) will set out the city's spatial strategy to 2030. One of the aims will be to realise the lifelong health benefits of walking and cycling by creating streets and public spaces for people over</p>		

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KP4: Strategic placemaking, sustainable travel	cars and improving and expanding sustainable public transport. It will also be supportive of rationalising freight movement across the city.		
	City Centre options align with following policy choices in Choices for CP2030 which aim to reduce car dominance: <ul style="list-style-type: none"> Choice 6 – creating places that focus on people, not cars Choice 7 – supporting the reduction in car use (focusing on protecting against additional car parking in City Centre, encouraging uptake of P&R facilities) Choice 8 – delivering new walking and cycling routes (below) 		Extended Urban Area boundary addition has limited impact due to the exclusion of cars, against choices 6,7 and 8 in City Plan 2030: <ul style="list-style-type: none"> Choice 7 – Extended Urban Area boundary likely to have negligible impact on modal shift away from car use beyond City Centre options, since it only applies to commercial-type vehicles and buses
	Choices for CP2030 (Choice 16) support the provision of city-wide and neighbourhood goods distribution hubs. This policy direction will help to rationalise freight operations and support good placemaking. All LEZ options would benefit from this policy direction.		
	The objectives of Edinburgh’s LEZ plans aligns with objectives the Edinburgh City Centre Transformation (ECCT) programme which aim to enhance public spaces to better support life in the city, by prioritising movement on foot, by bike and by public transport.	The Extended Urban Area LEZ aligns less with ECCT due to the geographical differences.	
	Decreasing traffic supported by the combination of the Councils strategic plans, with associated cleaner atmosphere in the City may lead to higher quality of public spaces in the City. This could lead to more opportunities for businesses (employment, expenditure, human capital development) as more people are attracted to the City.		
The LEZ plans will have a complementary benefit to noise control policies. Quieter new (especially alternatively fuelled) vehicles and reduced traffic flows caused by modal shift towards public transport and active travel, are			

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	likely to lead to a reduction in inner-city background noise. Lower noise pollution is anticipated to have health and productivity benefits.		
<i>KP4.2 Mobility & Transport</i>	The Council’s newly agreed City Mobility Plan (CMP) supports the implementation of a LEZ in the City.		
	Active travel and integrated transport measures are maximised through the CMP, which can address equality and connectivity issues that may arise from LEZs.		
	In turn, the LEZ principles and objectives support many of the CMP measures and overall direction.		
	The CMP supports the provision of city-wide and neighbourhood goods distribution hubs. This policy direction, supported by a detailed operational plan, will help to rationalise freight operations. All LEZ options would benefit from this policy direction.		
LEZs should be considered as one part of a range of actions to make our transport system cleaner, greener and healthier. The Edinburgh scheme includes broad high-level objectives (see P1 to S3 below) around issues such as decarbonising transport, road network management, encouraging behaviour change and freight rationalisation. Other area specific transport benefits are highlighted below.			
A City Centre LEZ, that includes cars, can supporting further development of the public transport infrastructure (including park and ride facilities) that encourages modal shift from the car to more sustainable means of transport.		With the addition of the Extended Urban Area LEZ, which includes commercial-type vehicles, there is less support for infrastructure development associated with modal shift from cars to sustainable travel.	
The City Centre LEZ will further contribute to the improvement of infrastructure and facilities (including, but not limited to, cycle lanes, pedestrian pathways and park-and-ride facilities), due to modal shift from car to sustainable travel.			

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	The CMP includes demand management measures to restrict traffic growth (e.g. controlled parking zones, explore Workplace Parking Levy etc). Synergies with these measures are more likely with the City Centre LEZ, which addresses all vehicles.		There are less synergies with demand management tools with the addition of the Extended Urban Area boundary as fleet replacement is more likely with HGVs or commercial vehicles as opposed to private cars.
<i>KP4.3 Climate Change</i>	Decarbonising transport can be achieved through 'system wide', place-centred policies and actions, that focus on changing behaviour, provision of infrastructure to support clean and sustainable travel, and network management such as the implementation of controlled parking zones, and Workplace Parking Levy/'Pay as you Drive' Scheme as needed/subject to consultation. LEZs should also be considered as one part of this system approach.		
	The Council's commitment for Edinburgh to be a net zero carbon city by 2030 and declaration of a Climate Emergency has placed sustainability and climate change at the centre of strategic and policy discussions. This has also raised the profile of Edinburgh as one of the most ambitious cities seeking to tackle climate change to deliver a more sustainable and inclusive city. The LEZ regulations set a mandatory requirement to ensure the scheme contributes towards carbon reduction measures. This is covered in greater detail below (S1).		

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Objectives

The LEZ regulations oblige local authorities to include two mandatory objectives in their LEZ Scheme that relate to contributing towards meeting the statutory air quality standards (P1) and carbon emission reductions (S1) – see below.

In accordance with the draft LEZ guidance improving local air quality should be considered the primary objective.

The Council has taken on-board guidance to integrate discretionary objectives for the Edinburgh Scheme to ensure successful delivery and operation. These include Network Management (S2) and Behaviour Change (S3) matters.

Primary Objective (P1)	P1. Improve Air Quality (AQ)	<i>Contribute towards reduction of NOx emissions</i>
Secondary Objectives (S1, S2, S3)	S1. Reduce Carbon Emissions	<i>Contribute towards reduction of greenhouse gas emissions</i>
	S2. Network Management	<ul style="list-style-type: none"> - <i>Minimise the impact from traffic displacement across network</i> - <i>Complementary/mitigation measures linking with S3 (below)</i>
	S3. Behaviour Change	<i>Strategically align with sustainable transport, active travel and placemaking objectives</i>

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Appraisal – Primary Objective

P1: Improve Air Quality (AQ) *Contribute towards reduction of NO_x emissions*

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Strengths	Option 1 will improve air quality over a larger geographical area of the City Centre than the option 2. ¹	Option 2 will improve air quality over a smaller geographical area of the City Centre than the option 1. ¹	Emissions reductions over a wide geographic area
	<p>If option 1 was selected in preference to option 2, there are new exceedances predicted from modelling on the boundary (diversion route) at Chester Street/Palmerston Place in the short-term. However, in the long term (future year scenario) they are not predicted.¹</p> <p>This is due to less non-compliant traffic now needing to use the diversion route and improvements made with natural fleet turnover.</p>	<p>If Option 2 was selected in preference to Option 1, the impact on Palmerston Place and Chester Street is lower, however existing modelled exceedances are exacerbated on Lothian Road and continue show exceedances in the long term.¹ See below Weaknesses.</p>	<p>Displacement of traffic is less of an issue for the Extended Urban Area boundary, as commercial vehicles are more likely to need to upgrade their vehicles in order to continue operations.</p>
	<p>Population exposure to local air pollution can be assumed by considering the residential population of an Area. An analysis utilising data from the Council Address Gazetteer (CAG) was undertaken. The number of residential addresses was considered. Commercial addresses are also included and from a retail survey, shops are identified separately which may give an indication of exposure on the street. Details are shown below/overleaf;</p>		<p>Arterial routes are predominantly affected by this commercial type of vehicular traffic.</p>

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¹ SEPA Air Modelling Interim (April 2021)

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	<p>No. of addresses;</p> <table border="1" data-bbox="412 359 784 481"> <tr> <td>Residential</td> <td>12,536</td> </tr> <tr> <td>Commercial</td> <td>4,262</td> </tr> <tr> <td>Shops*</td> <td>1,923</td> </tr> </table> <p>*included in commercial count</p> <p>The Original City Centre boundary includes a wider geographical area and greater number of residential addresses compared to the Revised boundary.</p>	Residential	12,536	Commercial	4,262	Shops*	1,923	<p>No. of addresses;</p> <table border="1" data-bbox="994 359 1321 481"> <tr> <td>Residential</td> <td>11,586</td> </tr> <tr> <td>Commercial</td> <td>3,309</td> </tr> <tr> <td>Shops*</td> <td>1,732</td> </tr> </table>	Residential	11,586	Commercial	3,309	Shops*	1,732	
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Weaknesses	<p>Likely significant increase in pollution concentrations and new model exceedances (see Appendix) on boundary/diversion route locations at Palmerston Place and Chester Street. However, the future scenario suggests these new model exceedances are not long term.¹</p> <p>Model exceedances are also predicted along Cowgate and Abbeyhill, however, concentrations are only slightly higher than Option 2.¹</p> <p>To the east and south east of the boundary there are also impacts around Queens Drive and Hope Park Terrace.¹ See S2 Network Management mitigation measures.</p>	<p>Significantly higher concentrations predicted on Earl Grey Street, Lothian Road, Princes Street (west end), South Charlotte Street, when compared to the option 1, however, these are not new exceedances. There are existing model exceedances, especially on Lothian Road and these are still present in the future scenario. Therefore, they will take longer to resolve.¹</p> <p>Continued model exceedances are predicted along West Port/South Bridge/Leith Street, although concentrations are only slightly higher than Option 1.¹</p>	Displacement of traffic is less of an issue for the Extended Urban Area boundary, as commercial vehicles are more likely to need to upgrade their vehicles in order to continue operations.												
	The number and types of addresses from CAG (Council Address Gazetteer) were analysed for the streets most impacted from displaced traffic, following implementation of the City Centre LEZ. Details are shown below/overleaf;														

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Opportunities	<p>If Option 2 boundary chosen over Option 1, the boundary could be expanded in the future, if AQ evidence base supports the need. Also applies to option 1, where boundary could be reduced if necessary.</p> <p>Arterial routes will also see AQ improvements as vehicles travelling to the City Centre become complaint faster than natural turnover of the fleet.</p> <p>Buses are a major contributor to emissions due to their repeat trip nature and high-emitting vehicle. The majority of regular buses on the road network operate in the City Centre LEZ and will therefore be brought up to a complaint standard, across the City.</p>		<p>Extended Urban Area boundary unlikely to change since bypass already geographically discrete.</p> <p>Buses are a factor to air quality issues on arterial routes, however as the majority of buses will upgrade/be retrofitted due to the City Centre LEZ, improvements will be likely, in any case.</p> <p>Notwithstanding this, if required Traffic Regulation Conditions (TRC) on operator's license could be applied, without cost to infrastructure and operation of Extended Urban Area LEZ.</p>																																

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SWOT	3. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre (All vehicles) + Extended Urban Area (HGVs, LGVs, Minibus, Buses & Coaches and Taxis)</i>
	At the beginning of 2020 the Transport Scotland consulted on the potential for making a transformative shift to zero or ultra-low emission City Centres. This type of policy development could allow for exploration of the future use of the City Centre boundary zone. However, policy and regulations development would be needed.		Extended Urban Area Zero or Ultra Low Emission Zones more difficult to achieve without major national policy change. Cumulative scale of negative impacts could be significant.
Threats <i>(Mitigation)</i>	<p>If longer grace periods introduced, scheme effect is limited as the fleet will continue to renew naturally, albeit there is some uncertainty from the impact of the COVID-19 pandemic (see KP3.4.4.).</p> <p>The emerging LEZ guidance from Transport Scotland says that given that air quality should be improved in the quickest time possible, application of the minimum grace period (i.e. 1 year) should be regarded as the default unless a rationale can be provided to go beyond this.</p> <p>Mitigation</p> <ul style="list-style-type: none"> - An additional one year is deemed acceptable taking account of the COVID impact. - <i>Note - Up to two additional years of grace can also be given to residents (see Appendix).</i> 		<p>The wide geographical area and greater impact that is indicated with the Extended Urban Area LEZ, requires longer Grace Periods for sector to prepare. However, if longer grace periods introduced, scheme effect is limited as the fleet will continue to renew naturally, as seen above with the fleet compliance trends (KP1.5).</p> <p>There is added complexity with presenting the scheme with different grace periods between City Centre and Extended Urban Area boundaries, which differ for certain vehicles too.</p>
	Grace periods too short for vehicle owners to prepare for LEZ. The City Centre LEZ includes all vehicles. <i>Mitigation – a reasonable period of grace should be given taking cognises of COVID-19 impact.</i>		Considering a longer grace period for the commercial-type vehicles means the effectiveness of the LEZ is less, as vehicles are likely to continue to renew naturally.
	Scheme complexity low in comparison to Option 3, especially if grace periods are aligned for all vehicles. <i>Mitigation</i>		Scheme complexity high due to the two boundaries, different vehicle types affected with different grace periods. Not able to align Grace Periods as longer grace period needed due to wider impact
	Communications and engagement regarding case for change could be complicated should targeted air quality interventions not be progressed.		Extended Urban Area boundary as a wider intervention, risks delegitimising whole LEZ

Edinburgh Low Emission Zones - Options Appraisal

SWOT	3. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre (All vehicles) + Extended Urban Area (HGVs, LGVs, Minibus, Buses & Coaches and Taxis)</i>
	<p><i>Mitigation</i></p> <ul style="list-style-type: none"> - <i>City Centre LEZ boundary progressed as a matter of priority the formal Edinburgh Scheme option</i> 		<p>Scheme, which would have negative effect on progressing the City Centre LEZ, where timely action required. <i>Mitigation limited</i></p>
	<p>Annual monitoring of the LEZ’s objectives, can steer further interventions within and outwith City Centre LEZ boundary.</p> <p><i>Mitigation</i></p> <ul style="list-style-type: none"> - <i>Good alignment with the Local Air Quality Management regime to ensure continued improvement in air quality.</i> - <i>Ensure a robust monitoring programme in relation to the LEZ objectives</i> 		<p>Annual monitoring of the LEZ’s objectives, can steer further interventions across the City. <i>Mitigation</i></p> <ul style="list-style-type: none"> - <i>Same to those identified left.</i> - <i>The LAQM process is designed to review and assess air quality in the administration and devise an Air Quality Action Plan where exceedances of the Air Quality Objectives are breached or likely to be breached.</i>
	<p>Emissions controls on buses could be achieved through Traffic Regulation Conditions on bus operator’s licenses. However, as other vehicles are required to be addressed in the City Centre, a LEZ-specific route is deemed more appropriate.</p>		<p>Emissions controls on buses could be achieved through Traffic Regulation Conditions (TRCs) on bus operator’s licenses, if deemed necessary to control Extended Urban Area emissions in future. This option can be progressed with the Traffic Commissioner, negating the need for specific enforcement system infrastructure.</p> <p>This lessens any risk from reputational damage and low return on investment from high capital cost for underutilised infrastructure., although HGVs and LGVs can not be addressed with TRC process.</p>
	<p>Displacement of traffic around boundaries has potential for AQ increases and/or modelled exceedances. <i>Mitigation</i></p>		<p>See left. Also, as mentioned above, displacement of traffic around the boundary less of a threat in Extended Urban Area LEZ. As only commercial type vehicles affected, it is expected</p>

Edinburgh Low Emission Zones - Options Appraisal

SWOT	3. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre (All vehicles) + Extended Urban Area (HGVs, LGVs, Minibus, Buses & Coaches and Taxis)</i>
	<p>- A Network Management Strategy will include a number of elements including a signage plan, TRO/restrictions, traffic signals strategy and junction road layout changes. See S2 below</p> <p>- Continued AQ monitoring around the LEZ boundary and across the City Centre. Potential for development of new real time monitoring site on the boundary itself.</p>		<p>that the majority of this sector will need to upgrade/renew due to the essential nature of the sector and the deterrent nature of the schemes in Scotland.</p>

Edinburgh Low Emission Zones - Options Appraisal

Appraisal – Secondary Objectives (S)

S1: Reduce carbon emissions *Contribute towards reduction of greenhouse gas emissions*

SWOT	3. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre (All vehicles) + Extended Urban Area (HGVs, LGVs, Minibus, Buses & Coaches and Taxis)</i>
Strengths	The LEZ scheme as a whole supports the local authority’s desire to achieve net-zero carbon.		
	Interventions that reduce local air pollution (NO2 and PM2.5/PM10) are also likely generate a positive effect on reducing factors contributing to climate change through reduced greenhouse gas emissions (measured in CO2 equivalent tonnes).		
	Modal shift from fossil-fuelled vehicles to zero emission (and active) travel will achieve the most significant carbon reductions. Although not a strict requirement of the LEZ schemes in Scotland, the Council will continue to promote and encourage this type of shift by aligning the LEZ principles with the CMP.		
	The City Centre LEZ supports modal shift objectives due to the fact that cars are included in the scheme. The support grants for people to dispose of non-compliant cars, also offers Travel Better vouchers, which provides financial benefit to encourage the transition from the private car to more sustainable forms of transport (modal shift) to certain sectors of society.	With addition of the Extended Urban Area boundary modal shift is less supported as cars are not included in the boundary.	
Weaknesses	The regulations set minimum petrol and diesel vehicle emission standards for the LEZs - Euro 4 Petrol and Euro 6/VI – because the primary objective is to improve local air quality. Carbon reduction is a limited secondary benefit as fossil-fuels continued to be allowed.		
	Encouraging wide uptake of fossil-fuelled LEZ compliant vehicles has some medium-term implications in working towards net-zero carbon targets for 2030, due to the fuel type minimum standards.		
Opportunities	Future management of vehicles based on zero emissions is an opportunity. See P1 above. Emission standards could be improved through changes to regulations in the future.		Due to the large geographical area, the feasibility of a potential zero emissions zone is low.
Threats (Mitigation)	Limited reduction of carbon related emissions, with non-fossil-fuelled vehicles not specifically encouraged. <i>Mitigation – LEZ must be considered as part of ‘system wide’ place-centred policies and actions to decarbonise transport, that focus on demand and behaviour first, including programmes to support a shift to sustainable modes of travel such as spaces for people (and other road space reprioritisation plans).</i>		

Edinburgh Low Emission Zones - Options Appraisal

S2: Network Management *Minimise the impact from traffic displacement across network*

SWOT	3. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre (All vehicles) + Extended Urban Area (HGVs, LGVs, Minibus, Buses & Coaches and Taxis)</i>
Strengths	A major consideration of a LEZ scheme is to allow a diversion route around the LEZ to provide motorists with instructions on how to avoid the LEZ. Diversion signs should be considered as an essential requirement. This will form one aspect of a Network Management plan brought forward to manage the impact of the LEZ on traffic.		
	Development of a network Management Strategy will also incorporate Traffic Regulations Order considerations, traffic signals strategy and any changes that might be necessary to junctions or road layout, without necessarily creating additional demand in the network.		Diversions around the Extended Urban Area boundary is less of a consideration, as commercial type vehicles are more likely to need to upgrade their vehicles in order to continue operations.
	There is potential to facilitate strategic transport and public realm infrastructure projects to complement LEZ implementation. Especially with regard to the City Centre Transformation programme.		
Weaknesses	Increases in traffic at boundary in the compared to no LEZ scenario; <ul style="list-style-type: none"> West End: 19–50%; Palmerston Place, 9–22% Chester Street. East End: 15-20% Abbeyhill; 5-10% London Road 	Increases in traffic at boundary, when compared with Option 1; <ul style="list-style-type: none"> Charlotte Square/North/South Street Lothian Road Earl Grey Street. This could have a negative impact on the strategic CCWEL Active Travel infrastructure project.	
Opportunities	Support prioritisation of strategic transport and public realm infrastructure improvement project at Toll Cross (both boundary options).		Limited ability to support Extended Urban Area infrastructure projects.
Threats (Mitigation)	Low risk of buses and coaches not upgrading/renewing vehicles and turnaround at LEZ boundary. <i>Mitigation – major bus company, Lothian Buses already committed 100% LEZ compliant standards by end of 2021. Opportunity to align bus network review (CMP). Continue to work</i>		

Edinburgh Low Emission Zones - Options Appraisal

SWOT	3. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area City Centre (All vehicles) + Extended Urban Area (HGVs, LGVs, Minibus, Buses & Coaches and Taxis)
	<p>with bus stakeholders, SEPA and Transport Scotland to consider if any further regulation would be necessary (potential TRC) (see P1 Threats).</p>		
	<p>Traffic displacement on the road network boundary. <i>Mitigation</i></p> <ul style="list-style-type: none"> - <i>Mitigation measure will be brought forward through the network management strategy and may include junction reconfiguration (Toll cross, Pleasance/Holyrood/St Mary's Street), road changes (two way on Morrison Street, removal of parking bays (Palmerston Place), optimised signal staging (Palmerston Place/Chester Street, Easter Road/Abbey mount, Abbeyhill), improved signing, overnight lorry ban (Great Stuart Street/Ainslie Place) and rationalisation of pedestrian crossings or link to Urban Traffic Control (Pleasance).</i> - <i>Junction improvements are already being developed for Drumsheugh Gardens / Lynedoch Place / Randolph Crescent and Lothian Road. These need to be reviewed to ensure LEZ demand is accommodated.</i> - <i>A robust monitoring regime will also form part of the network management strategy and may cover public transport journey times, traffic surveys and public opinion surveys.</i> 		
	<p>Specific impacts caused by option 1:</p> <ul style="list-style-type: none"> • Increase in traffic demand on Palmerston Place and Chester Street 	<p>Specific impacts caused by option 2:</p> <ul style="list-style-type: none"> • Conflicts with the CCWEL active travel corridor on South Charlotte Street due to increase traffic demand 	
	<p>Higher risk of network management mitigation measures not being developed in time, due to the likelihood of Traffic Regulation Orders being required for the Original boundary.</p> <p><i>Mitigation: A longer grace period would support implementation of the required measures (see also P1 Threats)</i></p>	<p>The Revised boundary follows the main City Centre trafficked route of Lothian Road to Queen Street, therefore the mitigation measures required to implement the boundary are not as significant as the Original boundary.</p>	

Edinburgh Low Emission Zones - Options Appraisal

Edinburgh Low Emission Zones - Options Appraisal

S3: Behaviour Change *Strategically align with sustainable transport, active travel and placemaking objectives*

SWOT	3. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre (All vehicles) + Extended Urban Area (HGVs, LGVs, Minibus, Buses & Coaches and Taxis)</i>
Strengths	Support and complement other strategic transport and placemaking projects in the City Centre areas, at or near to the boundary or within the LEZ. Such projects include; <ul style="list-style-type: none"> • Edinburgh City Centre Transformation (ECCT) and other strategic projects: <ul style="list-style-type: none"> ○ Meadows to George Street ○ City Centre East-West Link ○ Princes Street/Waverley Bridge ○ Cockburn Street/Victoria Street/High Street ○ Lothian Road • Spaces for People • Trams to Newhaven • Controlled Parking Zone (CPZ) review 		A Extended Urban Area LEZ including commercial-type vehicles could support the development of a comprehensive city freight and servicing operations system planned, including neighbourhood delivery hubs. Some consideration would need to be given to the timing of implementation.
	The benefits and learnings from the Spaces for People programme introduced in 2020/21 been considered within the LEZ scheme as part of a green recovery transformation, especially where they can be complemented around the boundary areas.		
	The LEZ will encourage a modal shift from cars to public transport and active travel. This will result in public health, air quality improvements, as well as benefitting the health of individuals from increased activity levels.		
	Low Emission Support Fund encouraging modal shift though financial benefit received for disposal of non-compliant car or vehicle and change to more sustainable transport - Travel Better vouchers. This includes money towards a bike, e-bike or public transport. See S1 Strength.		Inclusion of buses/commercial type vehicles does not nudge towards positive modal shift. Therefore, added benefit of Extended Urban Area boundary in terms of modal shift is considered low.
	Any reduction in vehicles within the boundary may improve access to services for those travelling by modes other than private car, including public transport or active travel. This would make sustainable forms of transport more attractive.		

Edinburgh Low Emission Zones - Options Appraisal

SWOT	3. City Centre – Original <i>All vehicle types</i>	2. City Centre – Revised <i>All vehicle types</i>	3. City Centre + Extended Urban Area <i>City Centre (All vehicles) + Extended Urban Area (HGVs, LGVs, Minibus, Buses & Coaches and Taxis)</i>
	There is more scope for Option 1 to encourage behaviour change (vehicle upgrades/renewal or modal shift) as it covers a wider geographic area with more complex diversion route.	Option 2 diversion route is a key City Centre road, which if used as a boundary is less likely to incentivise behavioural change in terms of fleet upgrade/renewal, or modal shift.	
Weaknesses	None identified		Extended Urban Area boundary has limited positive knock on behaviour change impacts: <ul style="list-style-type: none"> e.g. P&R is not necessarily encouraged since Extended Urban Area boundary does not include cars
Opportunities	Complement future behavioural change strategies and plans including; <ul style="list-style-type: none"> Workplace Parking Levy 20-minute neighbourhoods 		
Threats (Mitigation)	Communications needs to be clear that LEZ forms part of a 'system wide' place-centred strategy to decarbonise transport, that focus on demand and behaviour change. <i>Mitigations</i> <ul style="list-style-type: none"> An effective communication campaign shall include the system wide changes that are needed to support LEZ and encourage a decarbonised transport structure fit for the future. 		

Edinburgh Low Emission Zones - Options Appraisal

Appendix

Acronyms, terms and definitions

Term/Acronym	Definition
AQAP	Air Quality Action Plan - Every local authority that has an active Air Quality Management Area (AQMA), is required under Part IV of the Environment Act 1995 to provide an Air Quality Action Plan (AQAP) as a means to address the areas of poor air quality.
AQMA	Air Quality Management Area - Air Quality Management Areas (AQMAs) are declared when there is an exceedance or likely exceedance of an air quality objective (AQO).
AQO	Air Quality Objectives Statutory
ANPR camera	Automatic Number Plate Recognition camera
Emission Standards	Mandatory nationally consistent emission standards for Scottish LEZs have been set for virtually all petrol and diesel vehicle classifications (e.g. buses, taxis, vans, HGVs, cars, motorcycles) within the Low Emission Zones (Emission Standards, Exemptions and Enforcement) (Scotland) Regulations 2021.
Euro Standards	The Euro standards are defined in a set of European Union directives and provide a list of acceptable limits for exhaust emissions of all new vehicles that are sold in the EU. They cover oxides of nitrogen (NOX), hydrocarbons (HC), carbon monoxide (CO) and particulate matter (PM) emissions. The Euro emission standards are based on Nitrogen Dioxide emissions, and use Arabic (Euro 5, Euro 6 for cars) and Roman (Euro V, Euro VI for heavy-duty vehicles) numbering to classify the emission standard (Holman et al 201520).
Grace Period	The purpose of a grace period is to provide the registered keeper of the vehicle with time to prepare and plan ahead before a LEZ enforcement regime starts, so that their vehicle or vehicles are compliant with the LEZ emission standards, or they are able to source an alternative mode of travel into the LEZ. A grace period applies to both individuals who are: <ul style="list-style-type: none"> • Non-residents – individuals whose registered address is not within the zone. This categorisation applies to both residents and businesses. Essentially, this element covers all registered keepers of vehicles • Residents – individuals whose registered address in respect of the vehicle is a residential property within the zone A grace period begins 'on the day the LEZ comes into effect' and means that emission standards are not contravened until the grace period has expired.
HGV	Heavy Goods Vehicle
LAQM	Local Air Quality Management Regime as defined by the Environment Act 1995
LGV	Light Goods Vehicle
Local time-limited exemptions	Exemptions which can be applied at the discretion of local authorities to individual LEZs, to cover any vehicle type that is not covered by the national exemption. Different LEZs could have different local time-limited exemptions.

Edinburgh Low Emission Zones - Options Appraisal

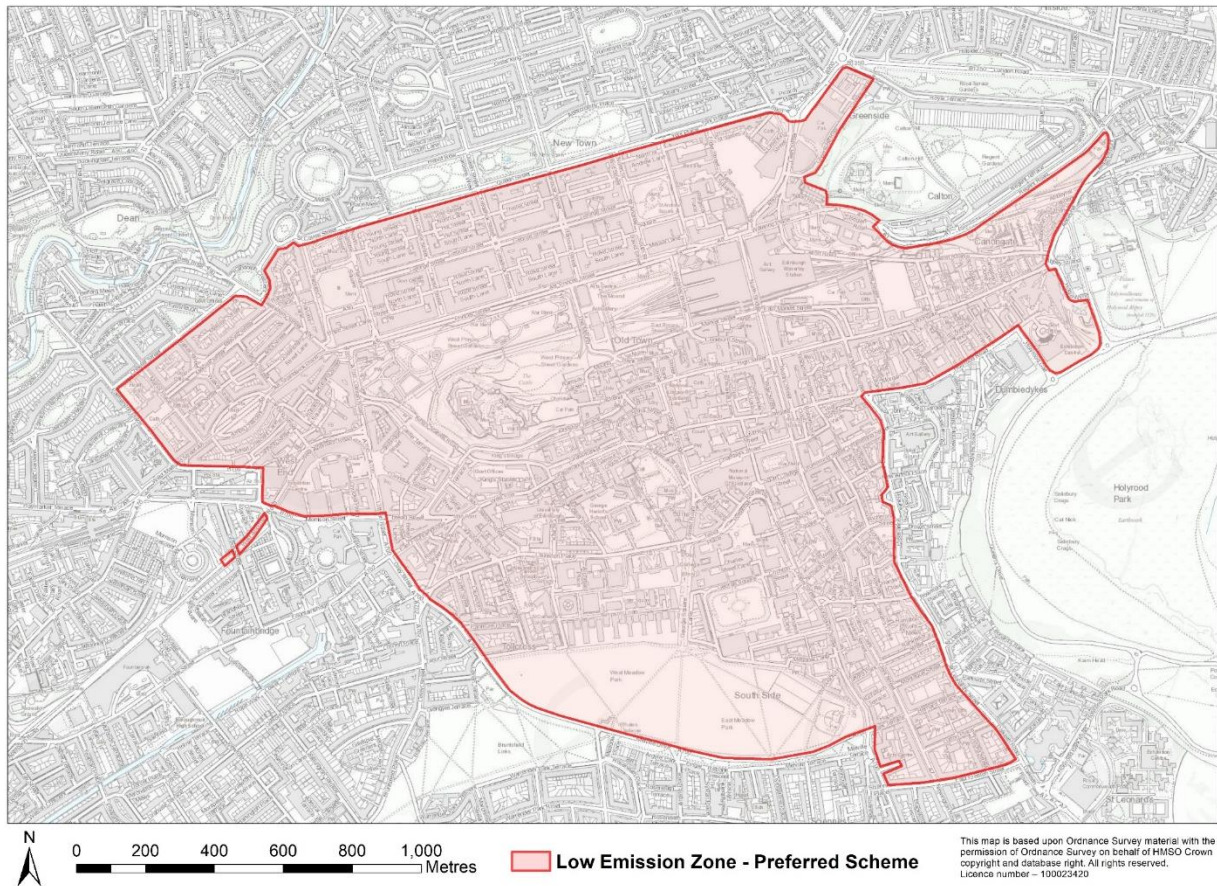
Term/Acronym	Definition
National exemptions	Exemptions which apply consistently across all Scottish LEZs, as set out in Regulations. Local Authorities must apply these exemptions to their LEZ at all times; they cannot be revoked.
New modelled exceedance	The NMF modelling work predicts future concentrations of 40ug/m-3 annual mean (NO2) at the roadside, which has not been predicted in the baseline scenario. <i>Note</i> the location assessment differs to that required for assessment of statutory Air Quality Objectives, where is in necessary to consider 'relevant receptors'.
NMF	National Modelling Framework
NLEF	National Low Emission Framework
MOVA	Microprocessor Optimised Vehicle Actuation (MOVA) – traffic management system.
TRCs	Traffic Regulation Condition – On licenses for buses there is The Public Service Vehicles (Traffic Regulation Conditions) Amendment (Scotland) Regulations 2008 which allow for emission standards to be put in place.

Appendix 4

Preferred Low Emission Zone Scheme Details

Zone Boundary

The Low Emission Zone is shown below. Further detail is outlined in Annex A.



The area totals 3.1km² (1.2 square miles) with a perimeter of 10.7 km (6.6 miles).

The perimeter of the Scheme lies adjacent to various roads, which are excluded from the scope of the Scheme itself. A list of roads excluded from the Scheme, but which form the boundary are listed, by city area:

- *North-east:* Queens Street, York Place, Regent Road east of roundabout at St Andrew's House, Abbeymount, Abbeyhill, Horse Wynd, Queen's Drive, Holyrood Gait, Holyrood Road, Pleasance
- *South-east:* Pleasance, St Leonard's Street, Dalkeith Road, East Preston Street, West Preston Street, Summerhall Place, Summerhall Square, Summerhall Crescent, Melville Drive
- *South-west:* Melville Drive, Brougham Place, Brougham Street, Earl Grey Street, Lothian Road, north of junction with Bread/Morrison Street; West Approach Road west of junction with Morrison Link; Morrison Street, Dewar Place, Torphichen Street.
- *North-west:* Palmerston Place, Chester Street, Drumsheugh Gardens, Randolph Crescent, Great Stuart Street, Ainslie Place, St Colme Street

Appendix 4

The following roads are partly within the Scheme boundary;

- *North-east:* Regent Road, west of roundabout at St Andrew's House
- *South-west:* Lothian Road, south of junction with Bread/Morrison Street; West Approach Road, east of junction with Morrison Link; Queensferry Street, east of junction with Randolph Crescent

Start Date

The Scheme will come into effect by 31st May 2022. A grace period will commence from this date and enforcement will not begin until the grace period comes to an end.

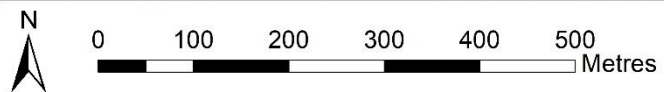
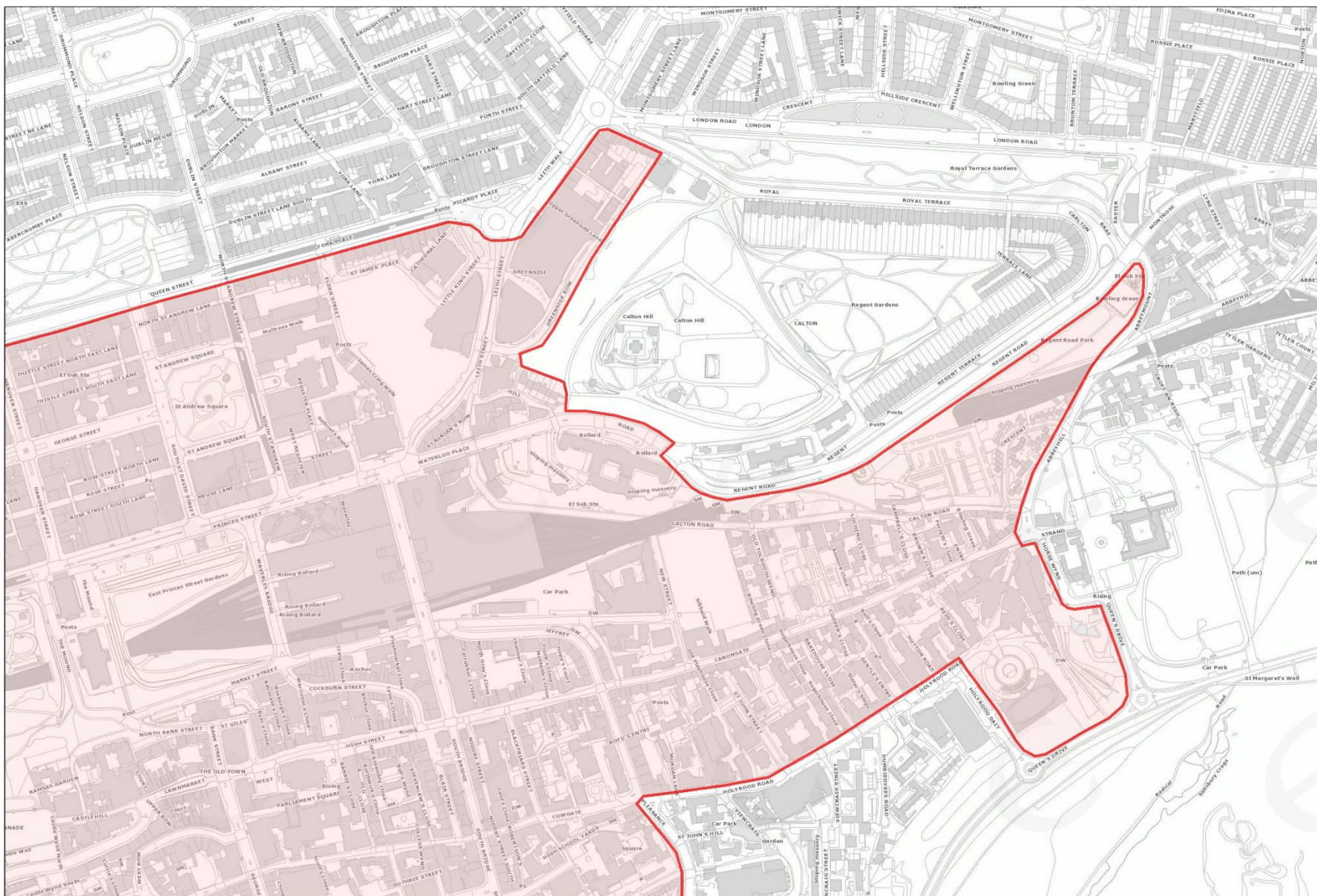
Grace Period

A grace period of 2 years will begin on the start date and will apply to all vehicle types included in the Scheme. Enforcement will therefore commence by 1st June 2024.

Vehicle Types Included

The scope of Scheme will apply to all vehicle types except motorcycles and mopeds. The vehicles included are; cars (light passenger vehicles), minibuses, buses, coaches, light goods vehicles and heavy goods vehicles.

Detailed Boundary – North East



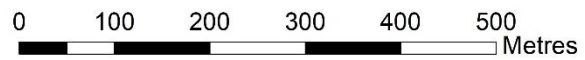
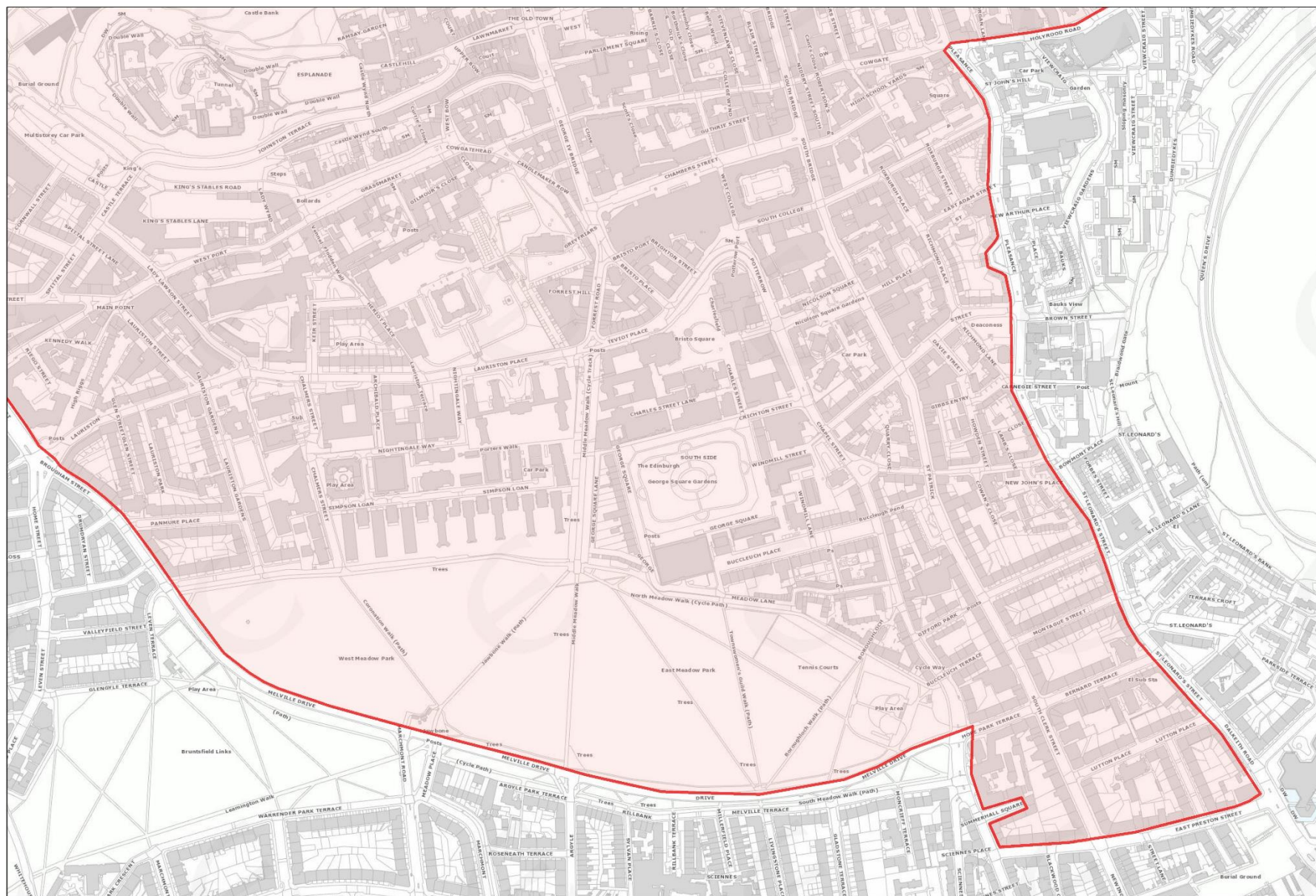
 **Low Emission Zone - Preferred Scheme**

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Appendix 4

Detailed Boundary – South East

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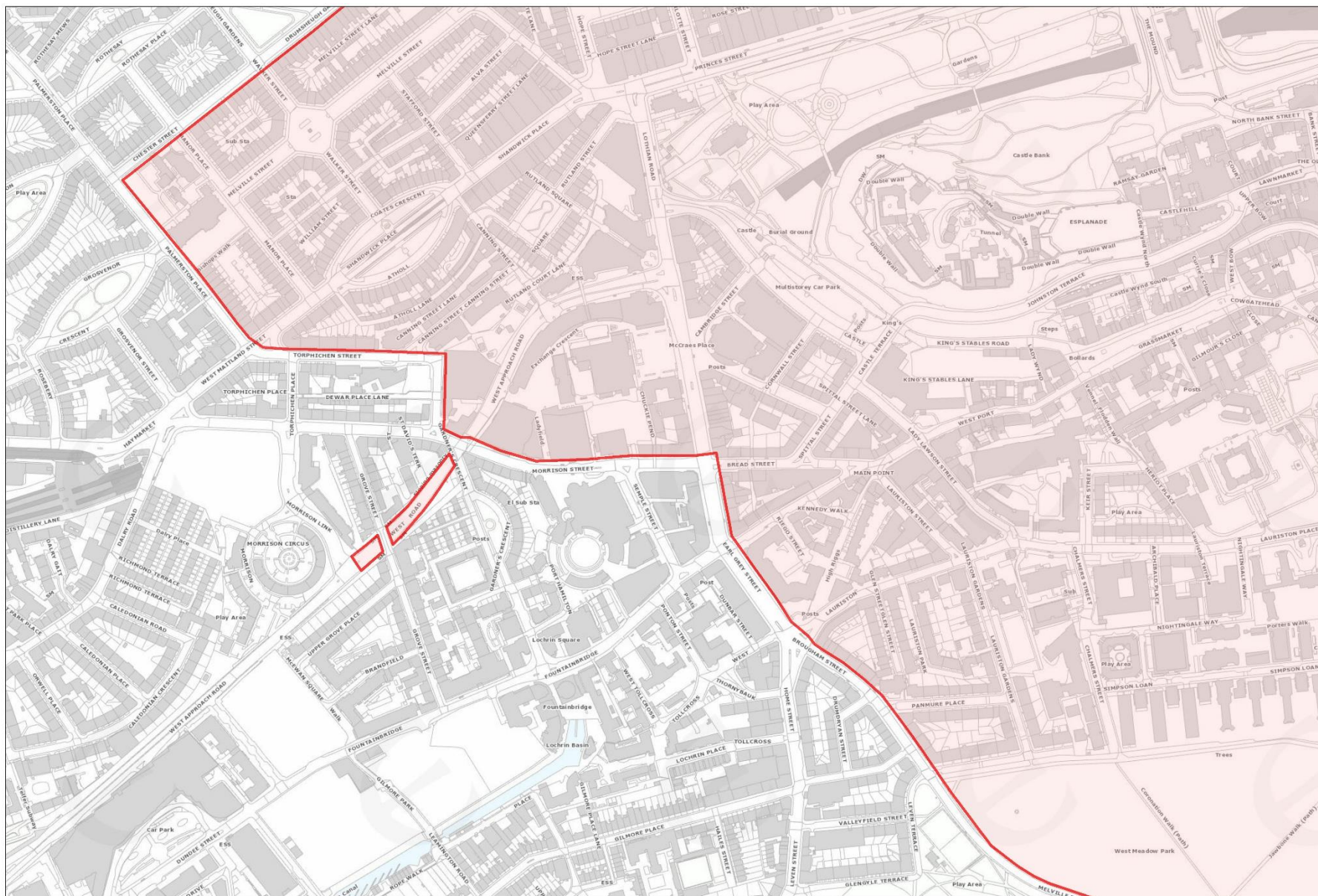
 **Low Emission Zone - Preferred Scheme**

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Appendix 4

Detailed Boundary – South West

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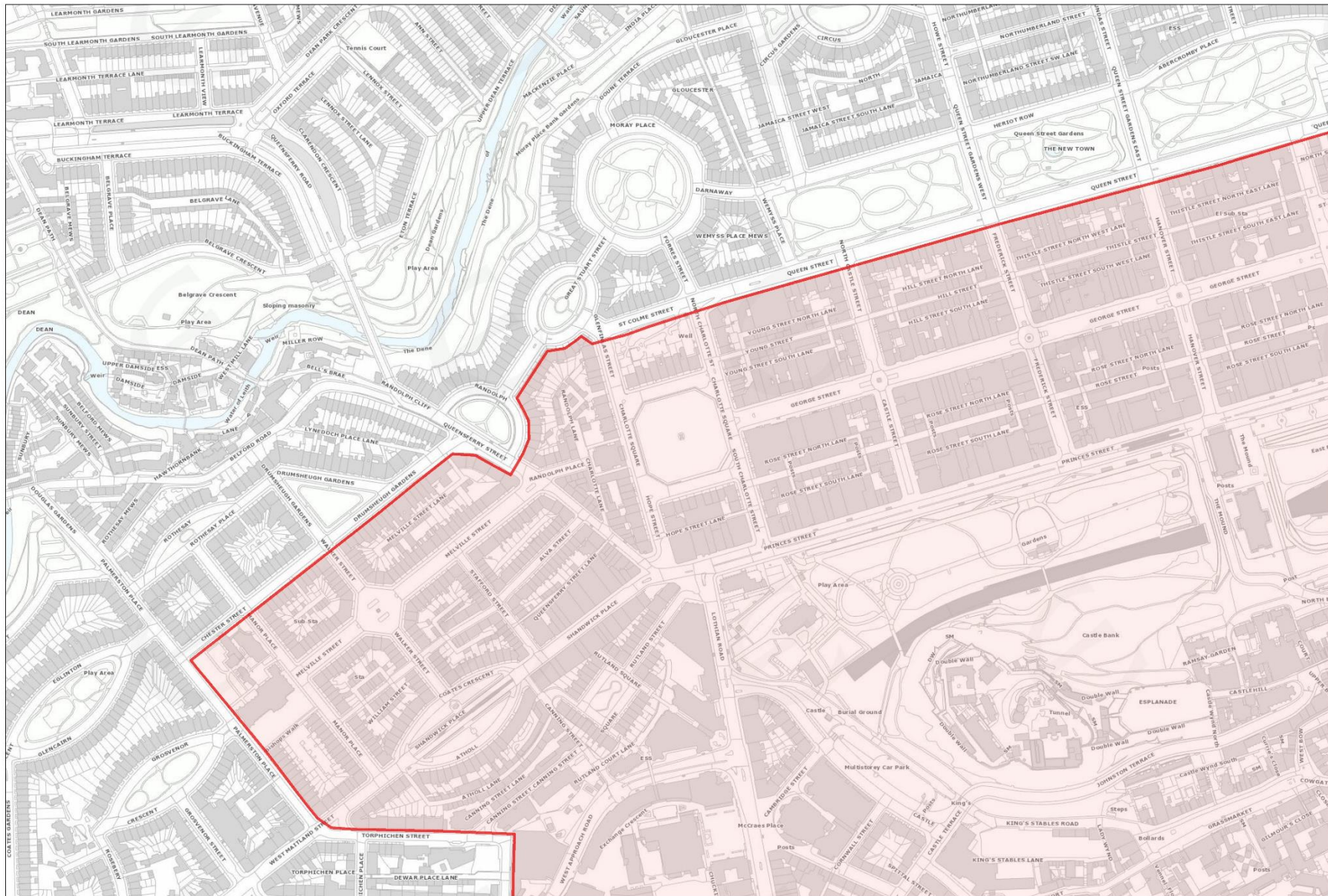
 **Low Emission Zone - Preferred Scheme**

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Appendix 4

Detailed Boundary – North West

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 **Low Emission Zone - Preferred Scheme**

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Edinburgh Low Emission Zone

The City of Edinburgh Council

Revised Fleet Composition, Transport Modelling Report

22 February 2021

Edinburgh Low Emission Zone

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Document history and status

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1	27.07.20	Draft Report	LB	GD	GD
2	22.02.21	Final Draft Report incorporating CEC comments	LB	GD	GD
3	15.03.21	Final Report	LB	GD	GD

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1. Introduction

1.1 Introduction

This report summarises the traffic modelling undertaken to assess the impact of the Low Emission Zone (LEZ) proposed for Edinburgh city centre.

All modelling has been undertaken in VISUM 18. Base models are those previously created in support of the Edinburgh Tram Final Business case and were last recalibrated in spring 2017. Highway demands make use of November 2016 traffic count data collected on behalf of SEPA.

1.2 Report Structure

The report structure is as follows:

- Chapter 1 – Introduction
- Chapter 2 – Modelling assumptions
- Chapter 3 – Model development
- Chapter 4 - City Centre Transformation
- Chapter 4 – Results
- Chapter 5 – Summary

1.3 Scenarios

Four alternative scenarios have been considered:

- Base
- Original LEZ
- Original LEZ + City Centre Transformation schemes
- Revised LEZ + City Centre Transformation schemes

1.4 LEZ Boundaries

The proposed LEZ boundary has been developed based on a detailed understanding of the air quality issues in Edinburgh from the air quality model. In addition, a key consideration has been the need to provide a clear, logical, and readily signposted diversion route for non-compliant vehicles.

To the north, Queen Street is proposed to be excluded from the LEZ as it provides a suitable alternative route. If Queen Street were included this would encourage additional traffic through Stockbridge (via Hamilton Place / Henderson Row and Brandon Street / Eyre Place). Ferry Road as a further alternative was considered too far from the city centre.

The proposed eastern boundary of the LEZ is defined by Abbeyhill, Holyrood Road, Pleasance and St Leonard's Street. These all lie outside areas with high pollutant concentrations area and provide a suitable diversion. Queen's Drive is not an acceptable diversion as it is closed to general traffic on a Sunday (and at all times for some vehicles).

The proposed western LEZ boundary is complex to define and runs along Earl Grey Street, Morrison Street, West Approach Road and Torphichen Street. Including Haymarket within the zone would result in non-compliant traffic routing via Murieston Place / Murieston Crescent / Russell Road – these narrow residential streets are not a suitable alternative. The next possible boundary would be at Hutchison Crossway / Balgreen Road and was considered to extend too far into the west.

The proposed southern boundary utilises East and West Preston Street and Melville Drive. This provides a relatively straightforward diversion, avoiding the city centre.

The above LEZ boundary area is illustrated in Figure 1.1.

An alternative boundary has also been tested, as shown in Figure 1.2. This is unchanged from Figure 1.1 along the north, east and southern boundaries but the western boundary is revised to be via Lothian Road and South and North Charlotte Street. Although much of the West End lies outside the LEZ area in this option, non-compliant traffic is reduced on a number of key streets including Palmerston Place, Chester Street, Randolph Crescent and Great Stuart Street.

Figure 1.1: Original LEZ boundary

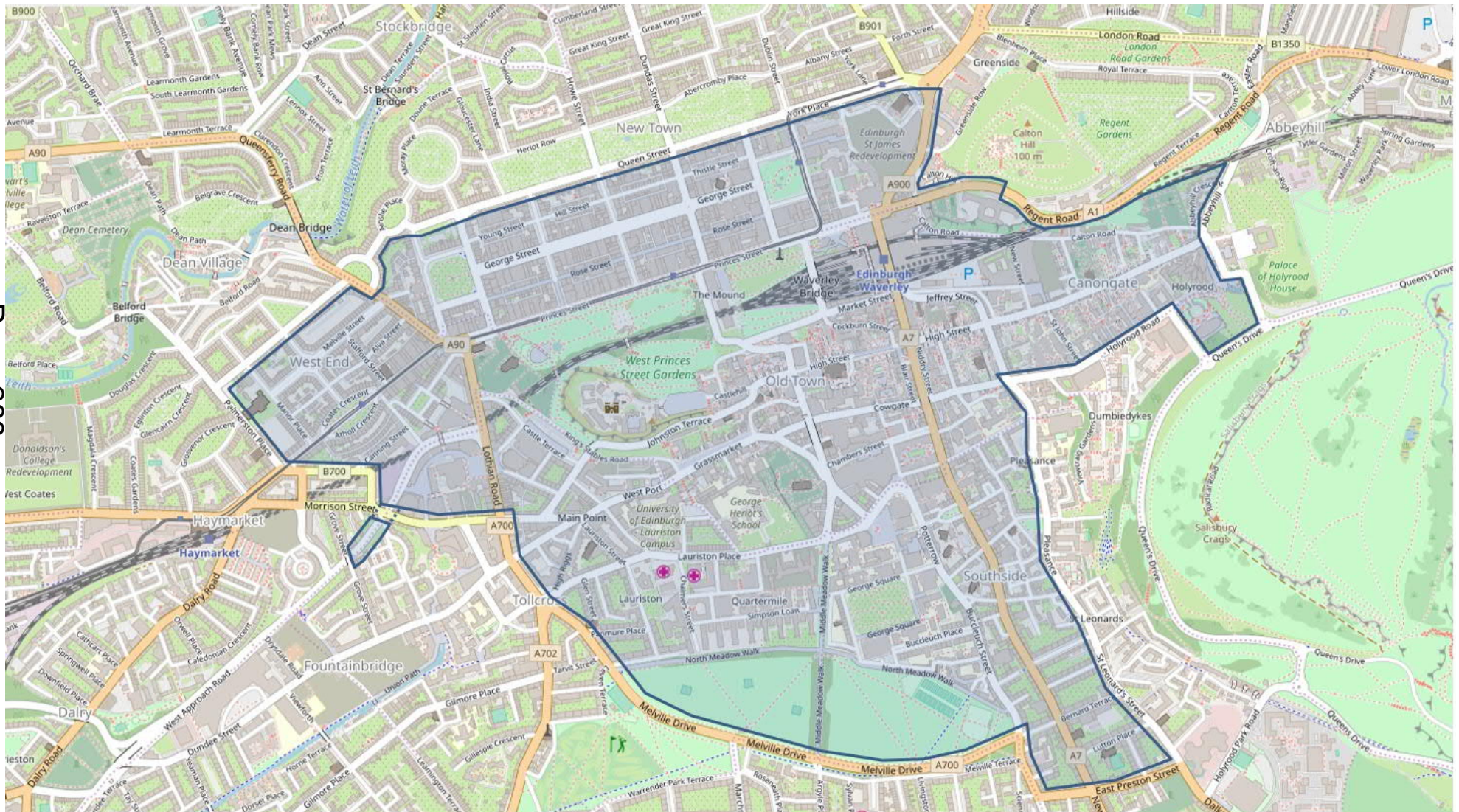
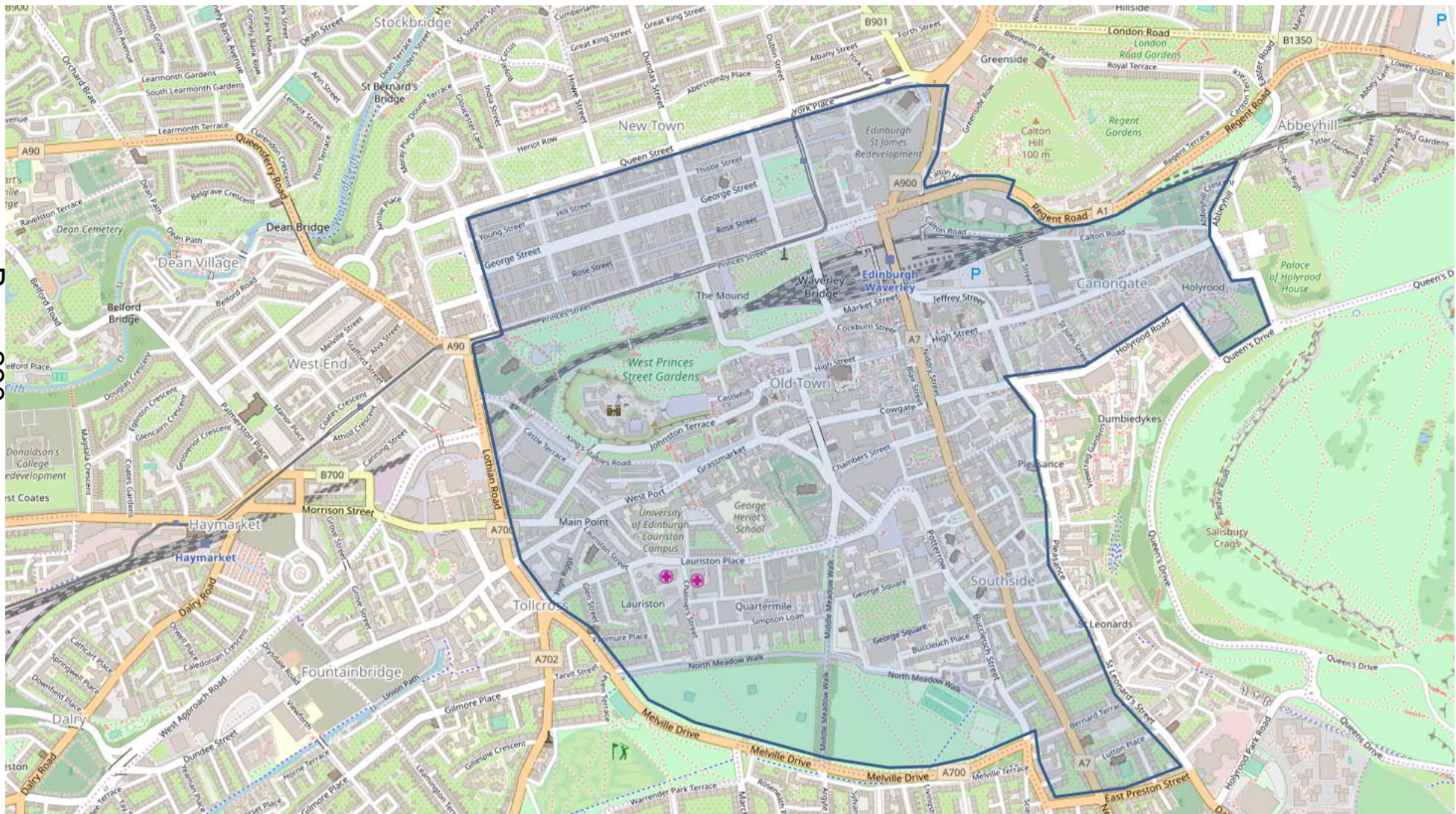


Figure 1.2: Alternative LEZ boundary



2. Model Parameters

2.1 Model Years

Two forecast years have been assessed – 2019 and 2023. Both use 2016 VISUM flows, as agreed with SEPA, so that any change in assignment is a result of changes in fleet mix rather than underlying travel patterns. Having only a limited number of variables enables the impact of the LEZ and changes in fleet mix to be better understood.

In summary, model tests are:

- 2019 base year: 2016 traffic volumes and 2019 fleet mix
- 2023 forecast year: 2016 traffic volumes and 2023 fleet mix

It should be noted that the applied future year fleet mix is an estimate, based on available SEPA / Department for Transport data. Fleet forecasts tend to be optimistic and so the 2023 model represents a likely 'future year', post 2023.

2.2 Model Segmentation

Car matrices have been disaggregated to differentiate between petrol and diesel engine types in order that the SEPA model can more accurately calculate emissions by compliant and non-compliant traffic. Given limited data, the disaggregation is based on an agreed global split with no further spatial differentiation.

2.3 Petrol / Diesel Split

The agreed disaggregation between petrol and diesel engine types is given in Table 2.1 below. 2019 Values are from the recent Edinburgh ANPR survey.

Table 2.1: Petrol / Diesel Split

	2019 compliant	2019 non-compliant	2023 compliant	2023 non-compliant
Cars (Diesel)	42.6	57.4	78.1	21.9
Cars (Petrol)	88.4	11.6	99.6	0.4
LGVs	41.2	58.8	81.6	18.4
HGVs	64.4	35.6	91.6	8.4

2.4 Fleet Composition

The base year fleet composition has been updated from previous work, based on summer 2019 ANPR data. The key difference between 2016 and 2019 data is a much higher level of observed LGV compliance.

Proposed 2019 and 2023 values are summarised in Table 2.2.

Table 2.2: Fleet Composition

Car	2019	2023
Diesel Compliant	42.6	78.1
Diesel Non-compliant	57.4	21.9
Petrol Compliant	88.4	99.6
Petrol Non-compliant	11.6	0.4
LGV	2019	2023
Compliant	41.2	81.6
Non-compliant	58.8	18.4
HGV	2019	2023
Compliant	64.4	91.6
Non-compliant	35.6	8.4
Buses	2019	2023
Euro 6	52.0	83.9
Non-compliant	48.0	16.1
Taxi	2019	2023
Euro 6	43.6	100.0
Non-compliant	56.4	

2.5 Compliance Assumptions

All vehicles with an origin or destination within the city centre are assumed to be compliant with LEZ legislation. In addition, non-compliant vehicles which would previously have routed through the city centre now route around the LEZ boundary.

Virtually no non-compliant vehicles are assumed to cross the boundary. In part, this is a model simplification; however, it also reflects the high cost of the proposed penalty charge which is intended to be prohibitive to almost all drivers.

Table 2.3: Compliance Assumptions

Vehicle Type	Modelled Assumption
Car	100% Car switch from non-compliant to compliant for origin and destination zones within the LEZ
LGV	100% LGV switch from non-compliant to compliant for origin and destination zones within the LEZ
HGV	100% HGV switch from non-compliant to compliant for origin and destination zones within the LEZ

Buses are coded as fixed routes in the model and are assumed to be 100% compliant within the city centre.

Separate compliant and non-compliant vehicle matrices have been created for each vehicle type.

3. City Centre Transformation Impacts

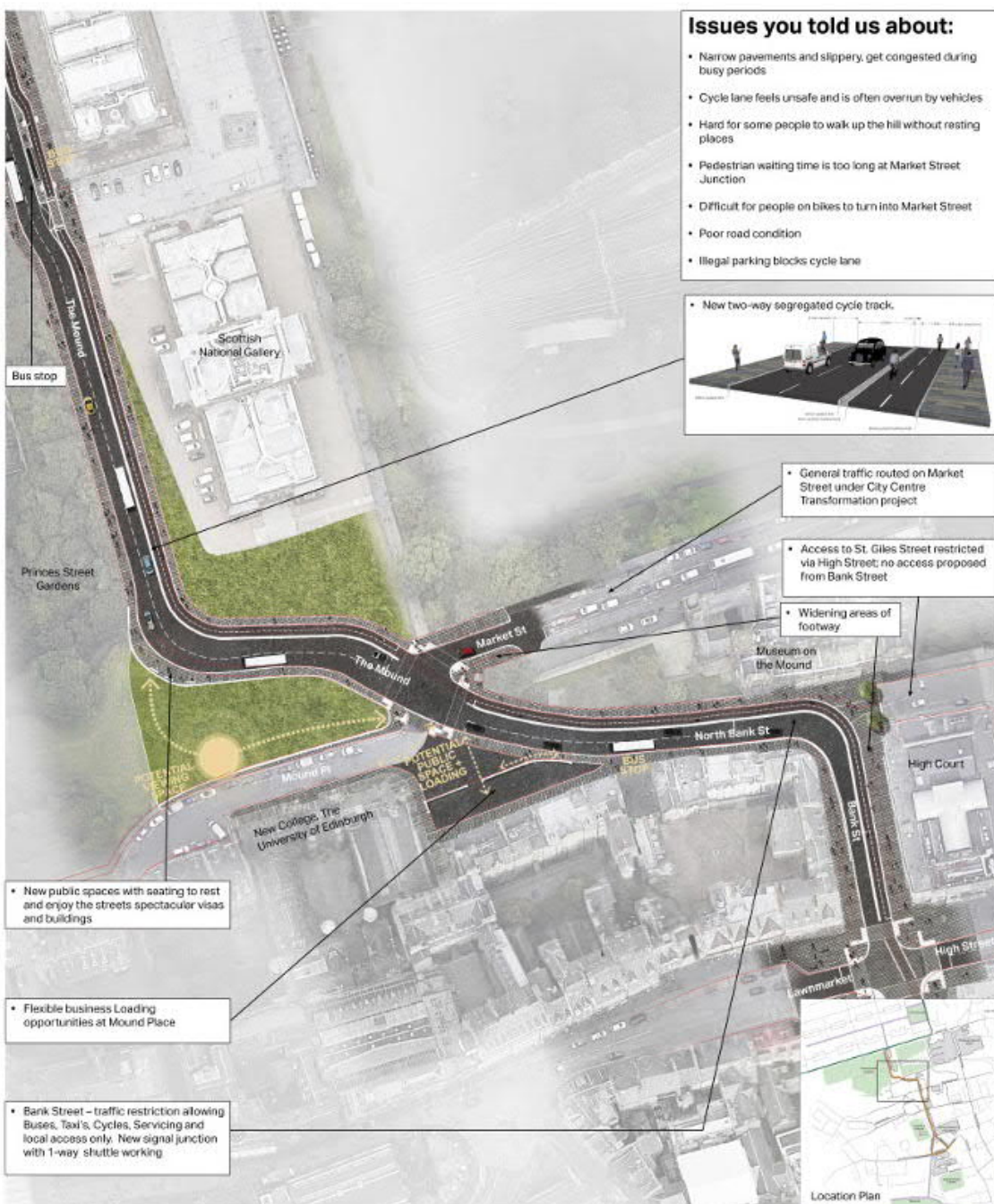
3.1 Introduction

Edinburgh City Centre Transformation (ECCT) proposals, due to be implemented by or shortly after implementation of the LEZ, have been captured in the revised modelling. Key scheme changes are summarised below.

3.2 Meadows to George Street

The Meadows to George Street scheme is included within forecast years. An indicative layout is given in Figure 3.1; it includes a bus / taxi gate on Bank Street and the closure of Forrest Road to all traffic except cycles.

Figure 3.1: Meadows to George Street Scheme (including Bank Street bus / taxi gate)



Improvements (single lane approaches on each arm) are proposed at the George Street / Hanover Street junction supporting the George Street public realm scheme.

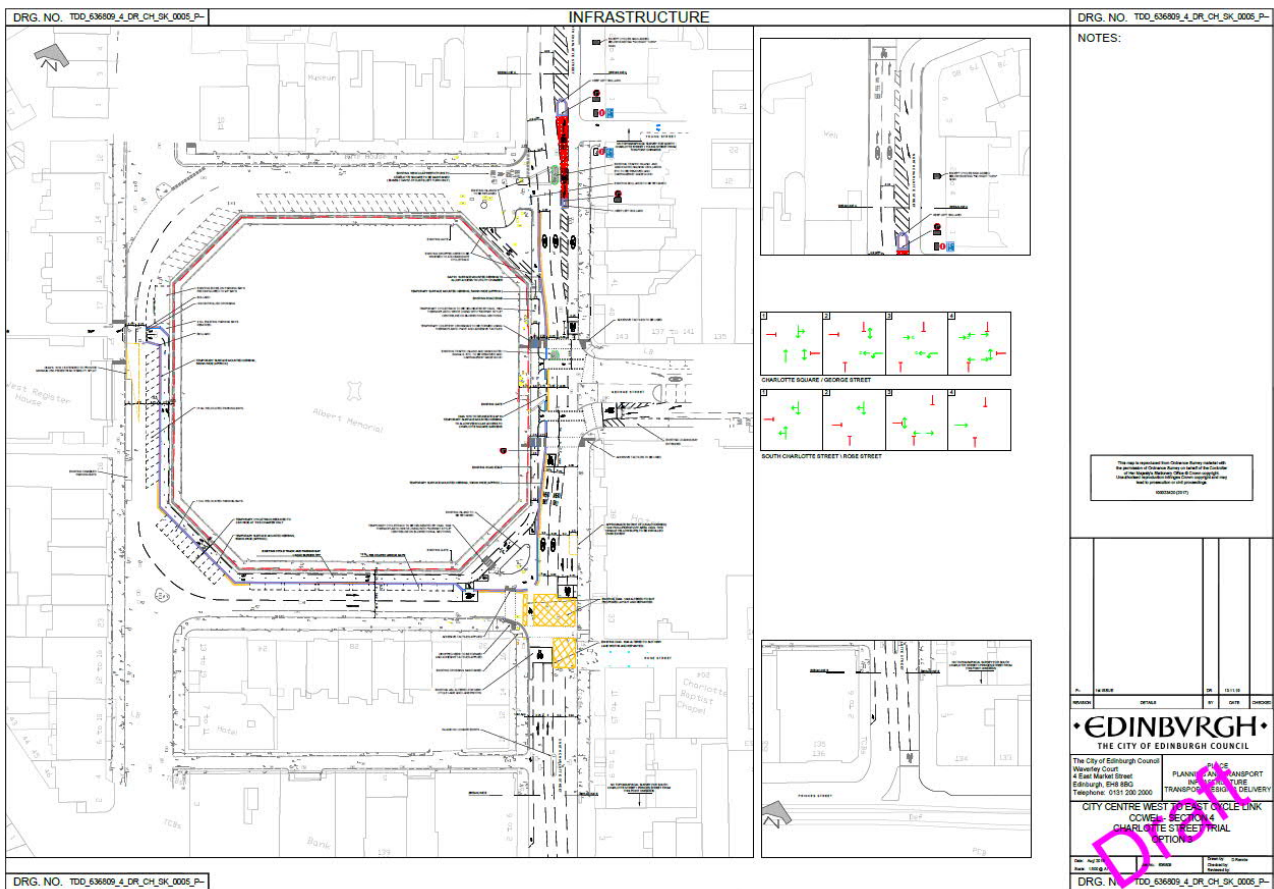
In addition, the Meadow to George Street proposal now includes the closure of Market Street to through traffic (access to the station is maintained) and this change is included within the ECCT model scenario.

3.3 CCWEL Charlotte Street Trial

The City Centre West to East Link creates a new safe, direct cycle route from Roseburn to York Place.

At Charlotte Square, a trial is proposed, reducing the number of southbound lanes from two to one, as shown in Figure 3.2. This restriction is on the route of the alternative LEZ boundary and so the impact will be tested with both boundary scenarios.

Figure 3.2: Charlotte Street Trial Layout

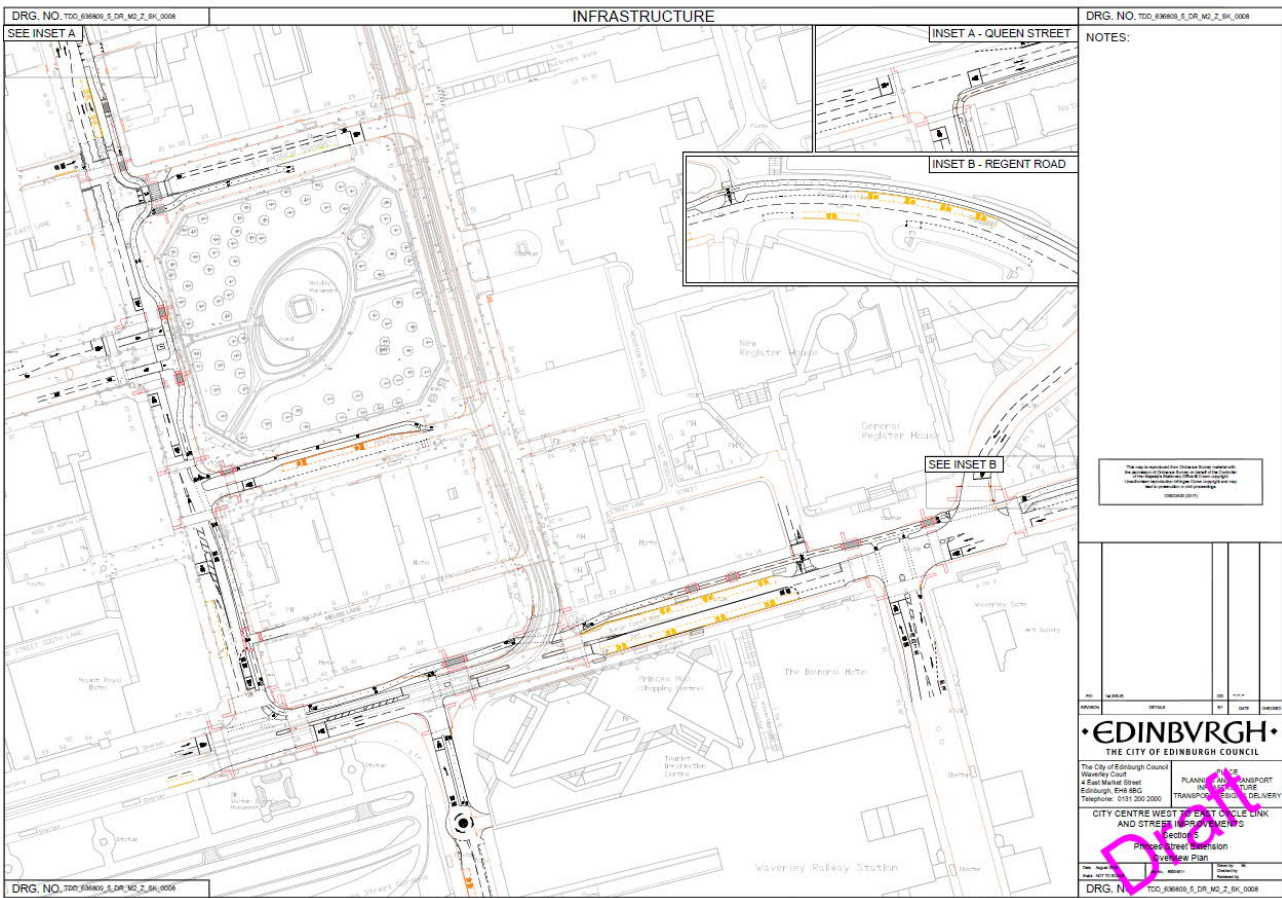


3.4 East End of Princes Street / Waverley Bridge

An experimental closure of the East End of Princes Street to general traffic and the full closure of Waverley Bridge has been implemented over summer 2020. This provides an improved pedestrian environment, more reliable public transport journey times and helps support construction work at York Place.

In the medium term, a permanent solution is proposed, similar to the layout shown in Figure 3.3.

Figure 3.3: Princes St East Trial Layout



East Princes Street / Waverley Bridge traffic management is included within the modelled package of ECCT measures. This scheme, and the Meadows to George Street closure, displaces traffic to Picardy Place, which is already close to capacity. A key output from the modelling will be to understand what further impact the LEZ scheme has in terms of the operation of this junction above other ECCT impacts.

3.5 Cockburn Street / Victoria Street / High Street

Cockburn Street and Victoria Street are assumed to be closed under ECCT proposals. In practice, local access for deliveries is permitted between 06:30 and 10:30, similar to High Street restrictions.

An additional closure is included on the High St, west of the Jeffrey Street / St Mary's Street junction. Again, local delivery access will be maintained.

Figure 3.4: ECCT Key North / South Capacity Reductions

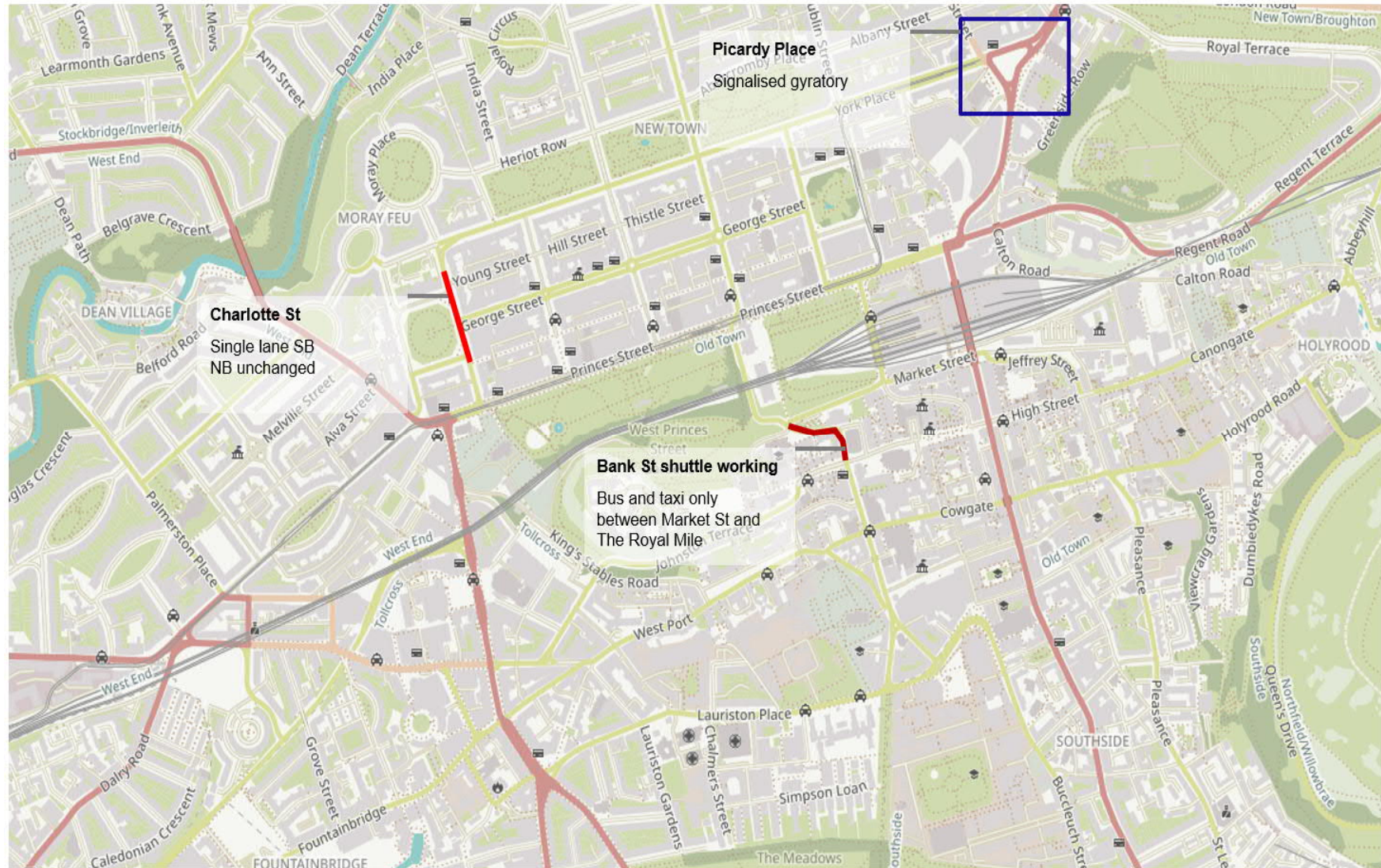
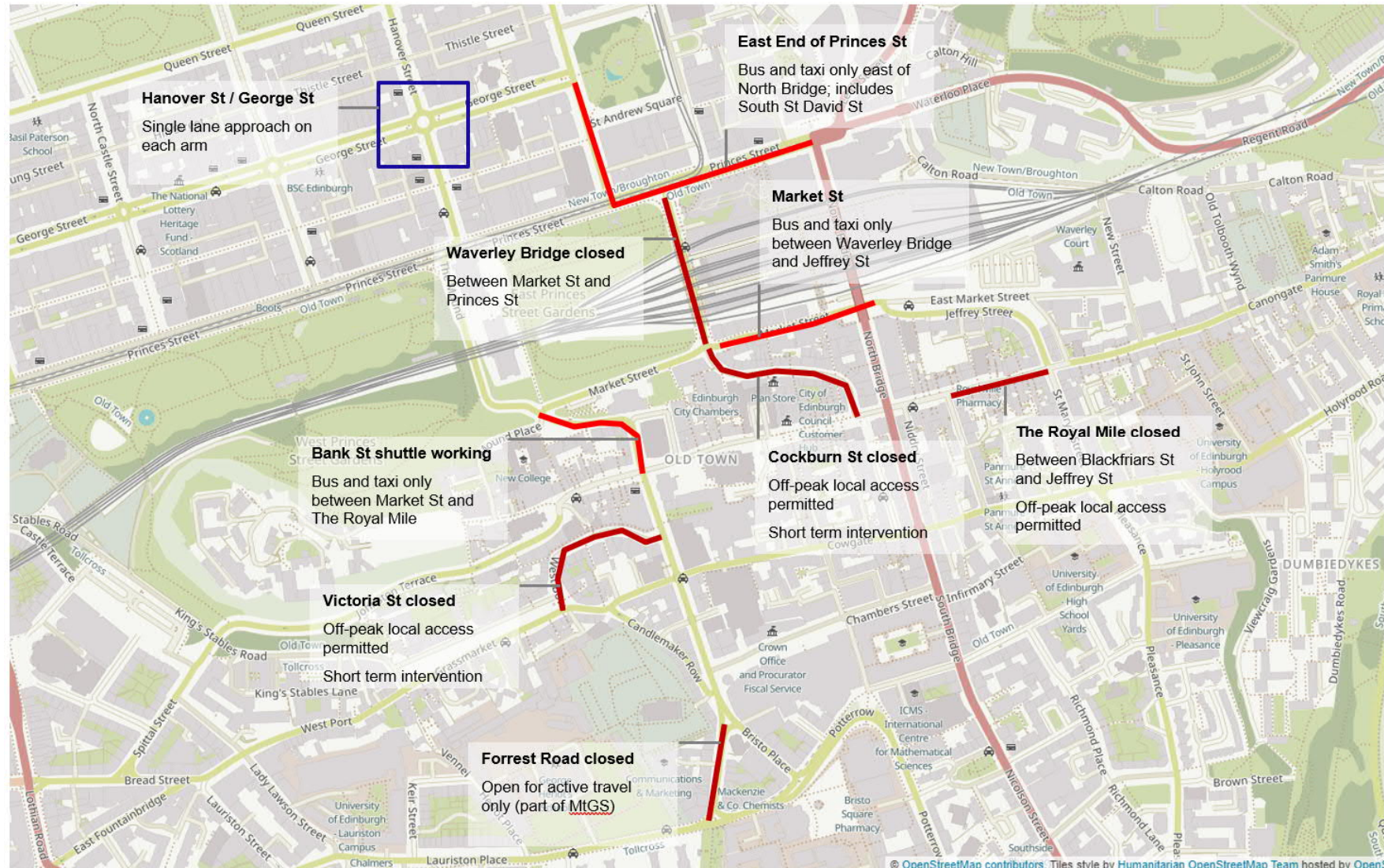


Figure 3.5: ECCT Detailed City Centre Measures



4. Results

4.1 Overview

A VISUM model assignment has been undertaken for each scenario and time period, with traffic flows and speeds subsequently extracted and analysed.

Each LEZ scenario has been compared to the corresponding Base models for a number of key links around the scheme boundary. These links have been selected on the basis that they comprise the major routes throughout the city in proximity to the proposed LEZ boundary.

This chapter summarises the key points from the analysis, by time period.

This analysis only considers the effect of the LEZ on traffic flows. A separate Air Quality modelling exercise will be undertaken by SEPA to consider the impact in emissions and concentrations at the locations referred to in this section.

4.2 West End LEZ Diversion Route

Non-compliant traffic wishing to travel through the west side of the city centre is required to use a diversion route including Semple Street (NB only), Morrison Street, Palmerston Place, Chester Street and St Colme Street.

The changes in total two-way traffic flow and compliance level between the base and scenario models have been assessed in detail along the West End diversion route.

4.2.1 AM Peak

Figure 4.1 and Figure 4.2 present the change in western diversion traffic flows for the original LEZ boundary with ECCT for 2019 and 2023 respectively, relative to their Base models.

Figure 4.1: West End Total Traffic Flow Change Relative to 2019 Base – AM 2019 Original LEZ + ECCT

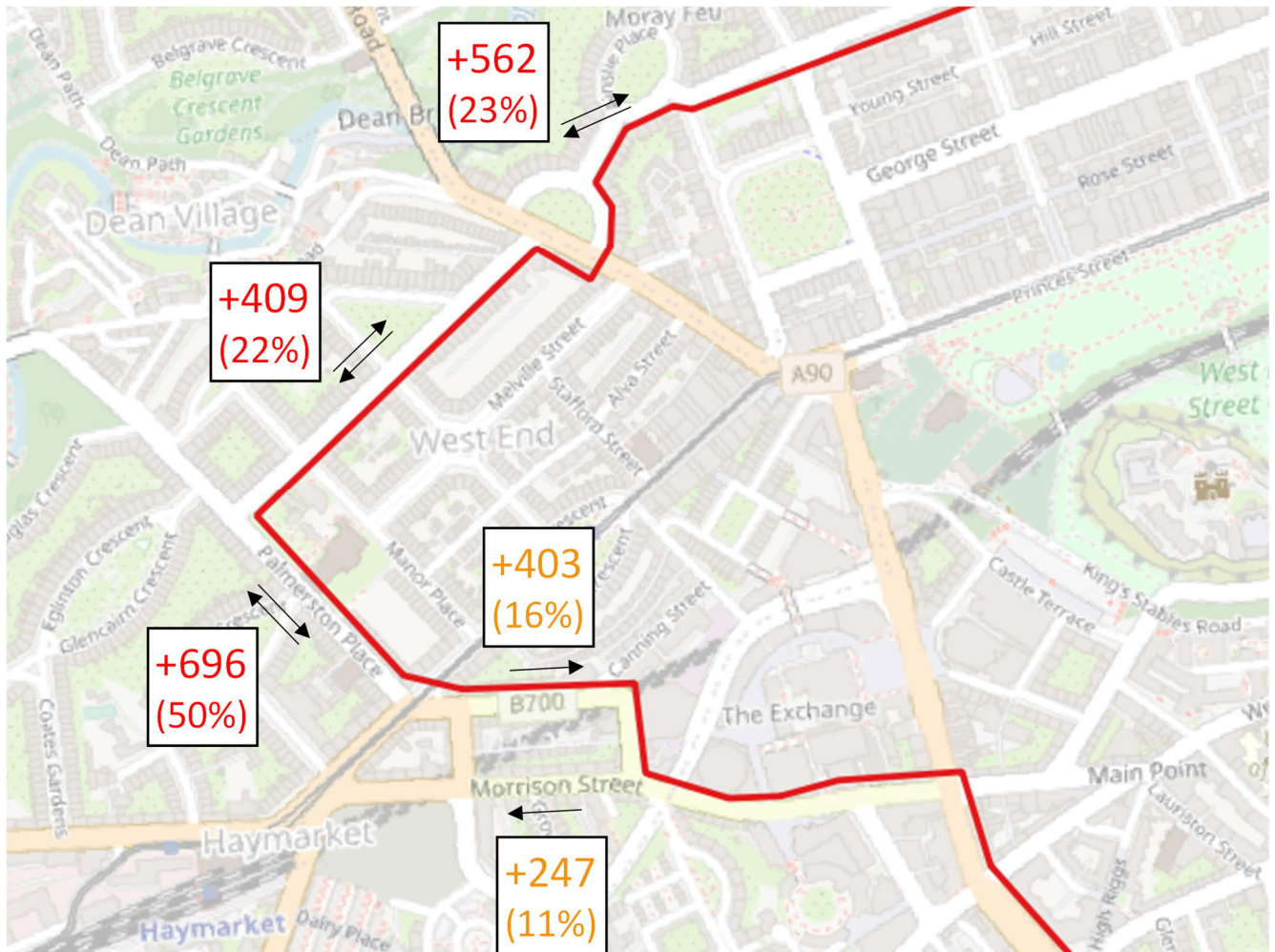


Figure 4.1 indicates that, in the 2019 AM peak, the model predicts a significant increase in traffic along the western diversionary route with the LEZ in place, relative to the Base model. This is due to non-compliant traffic that wishes to travel through the city centre choosing to travel, as anticipated, along the nearest routes to the edge of the LEZ boundary.

Figure 4.2: West End Total Traffic Flow Change Relative to 2023 Base – AM 2023 Original LEZ + ECCT

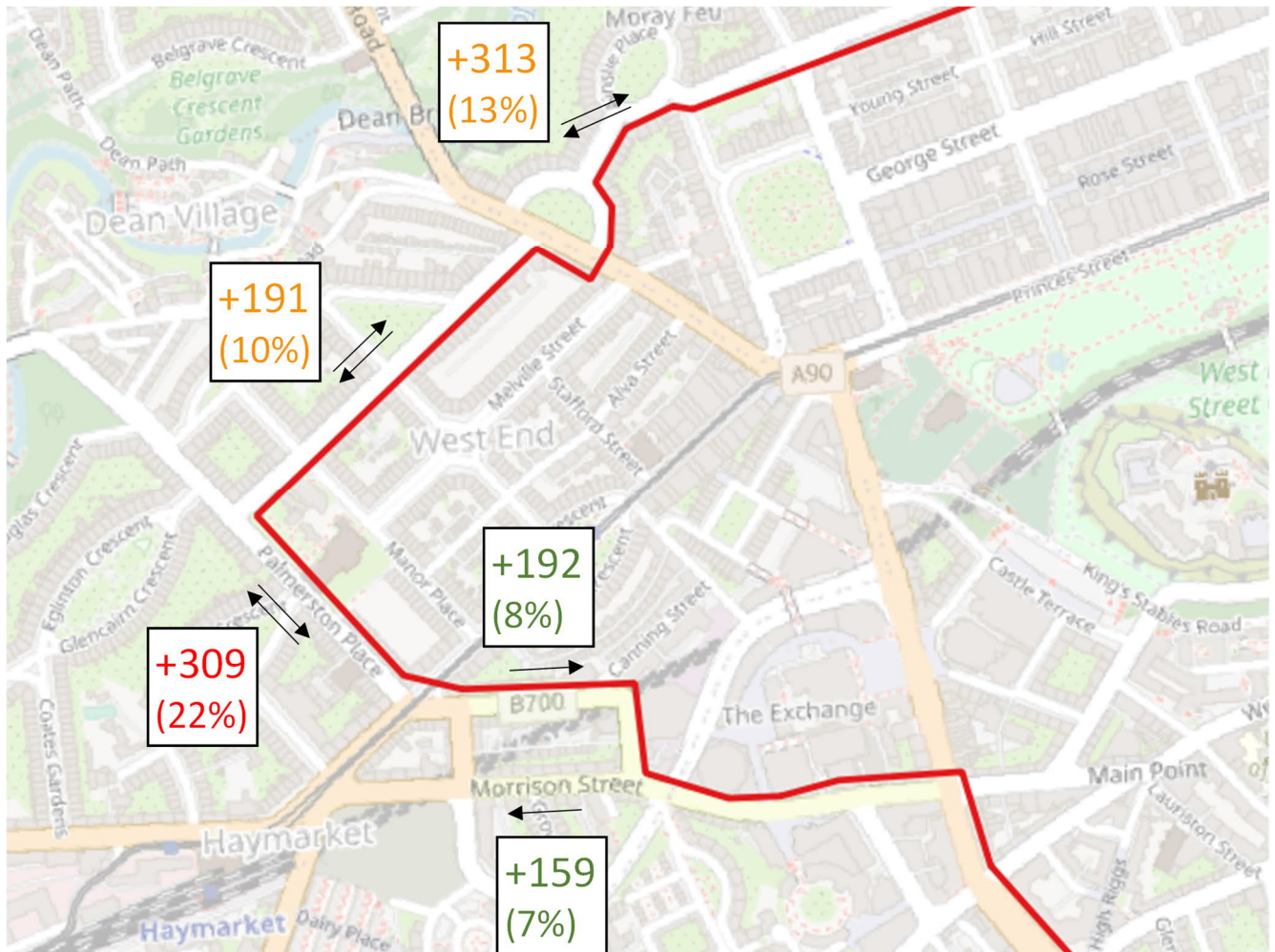


Figure 4.2 demonstrates that the increase in traffic flow observed in the 2019 data is slightly reduced in 2023, so that a smaller increase is observed on the diversionary links relative to the Base model.

4.2.2 Inter Peak

Figure 4.3 and Figure 4.4 present the change in western diversion traffic flows for the original LEZ boundary with ECCT for 2019 and 2023 respectively, relative to their Base models.

Figure 4.3: West End Total Traffic Flow Change Relative to 2019 Base – IP 2019 Original LEZ + ECCT

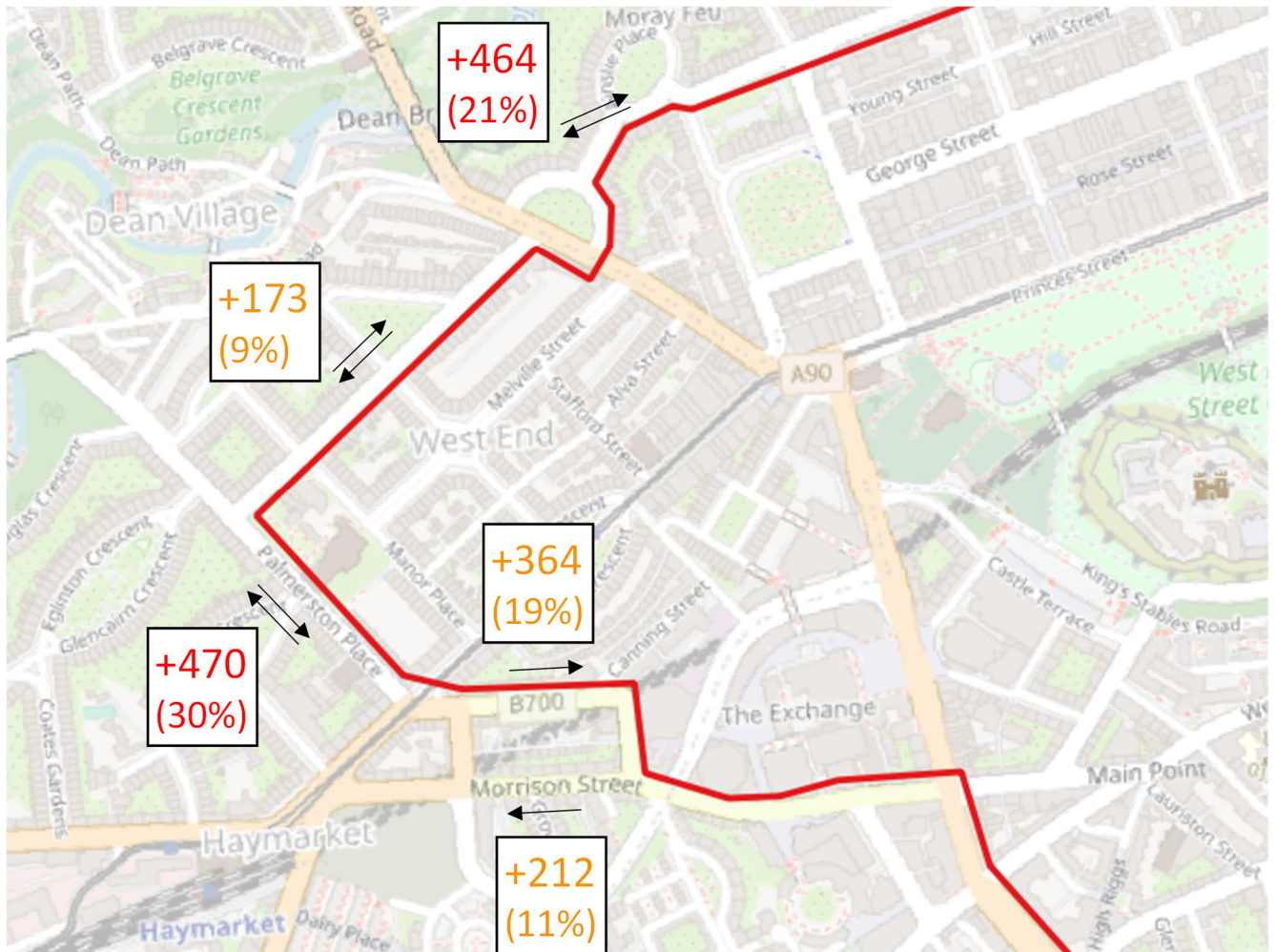


Figure 4.3 above, indicates that, in the 2019 inter-peak, the model predicts a significant increase in traffic along the western diversionary route with the LEZ in place, relative to the Base model. This is due to non-compliant traffic that wishes to travel through the city centre choosing to travel, as anticipated, along the nearest routes to the edge of the LEZ boundary.

Figure 4.4: West End Total Traffic Flow Change Relative to 2023 Base – IP 2023 Original LEZ + ECCT

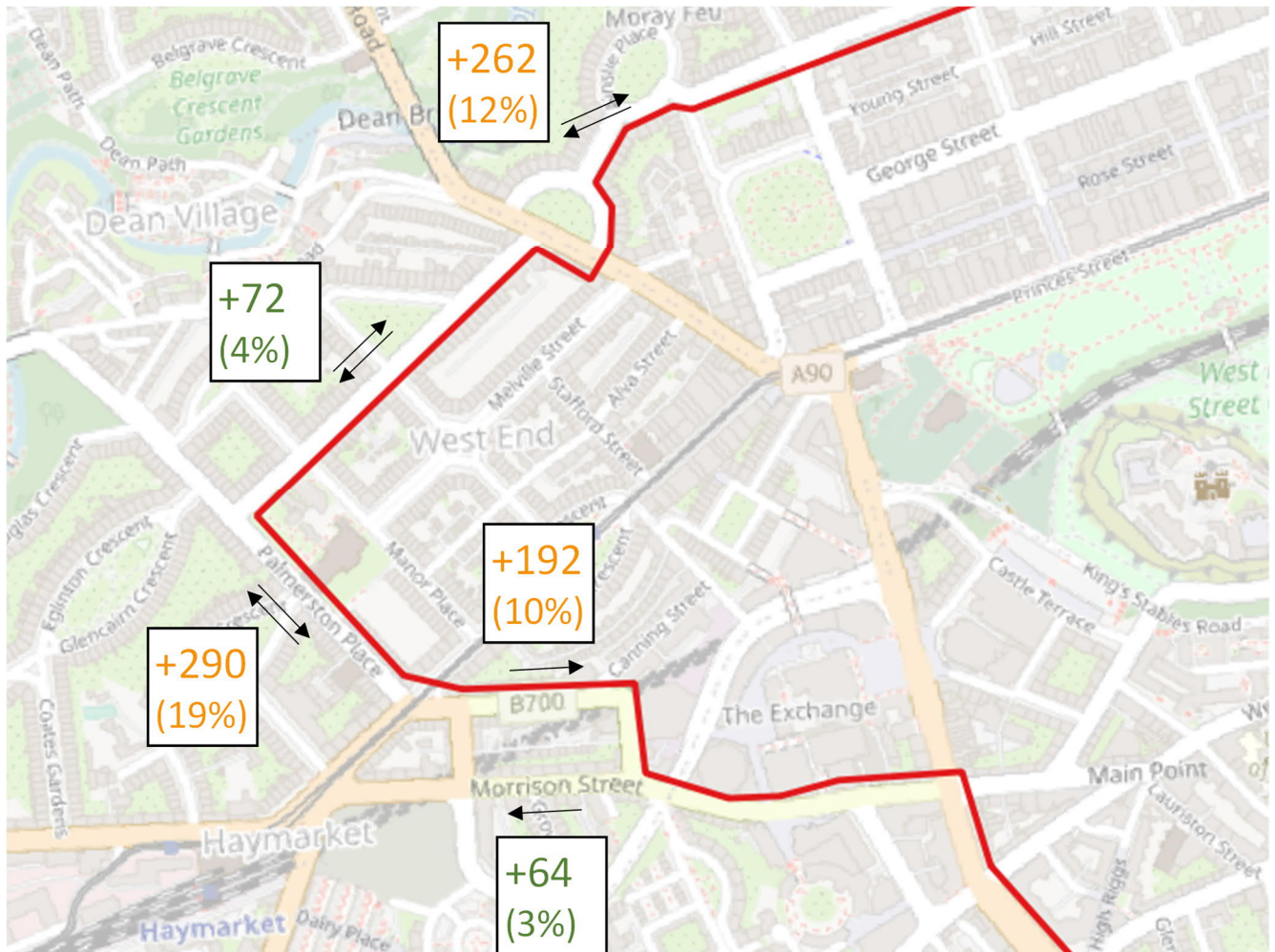


Figure 4.4 demonstrates that the increase in traffic flow observed in the 2019 data is slightly reduced in 2023, so that a smaller increase is observed on the diversionary links relative to the Base model.

4.2.3 PM Peak

Figure 4.5 and Figure 4.6 present the change in western diversion traffic flows for the original LEZ boundary with ECCT for 2019 and 2023 respectively, relative to their Base models.

Figure 4.5: West End Total Traffic Flow Change Relative to 2019 Base – PM 2019 Original LEZ + ECCT

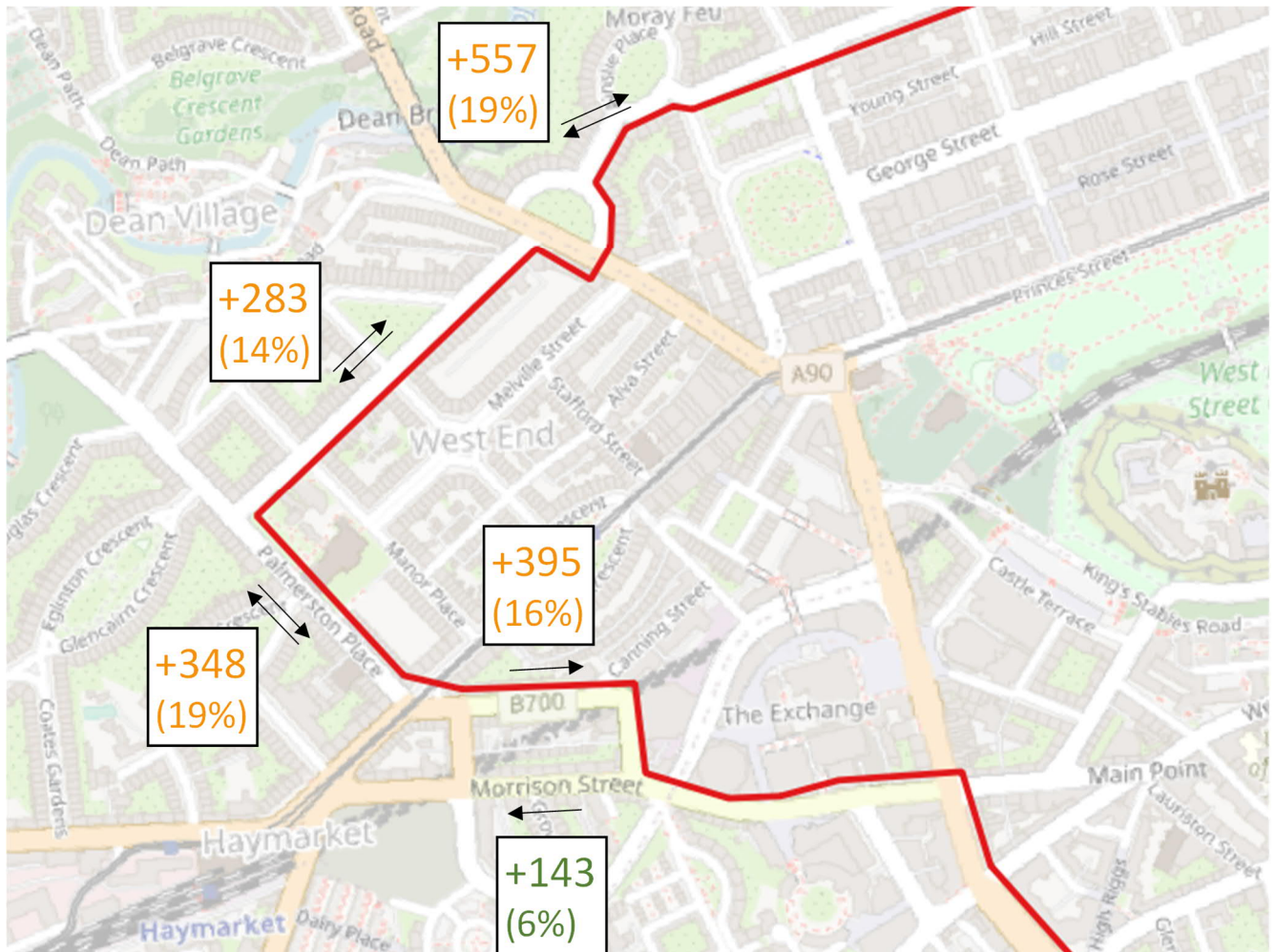


Figure 4.5 above, indicates that, in the 2019 PM peak, the model predicts a significant increase in traffic along the western diversionary route with the LEZ in place, relative to the Base model. This is due to non-compliant traffic that wishes to travel through the city centre choosing to travel, as anticipated, along the nearest routes to the edge of the LEZ boundary.

Figure 4.6: West End Total Traffic Flow Change Relative to 2023 Base – PM 2023 Original LEZ + ECCT

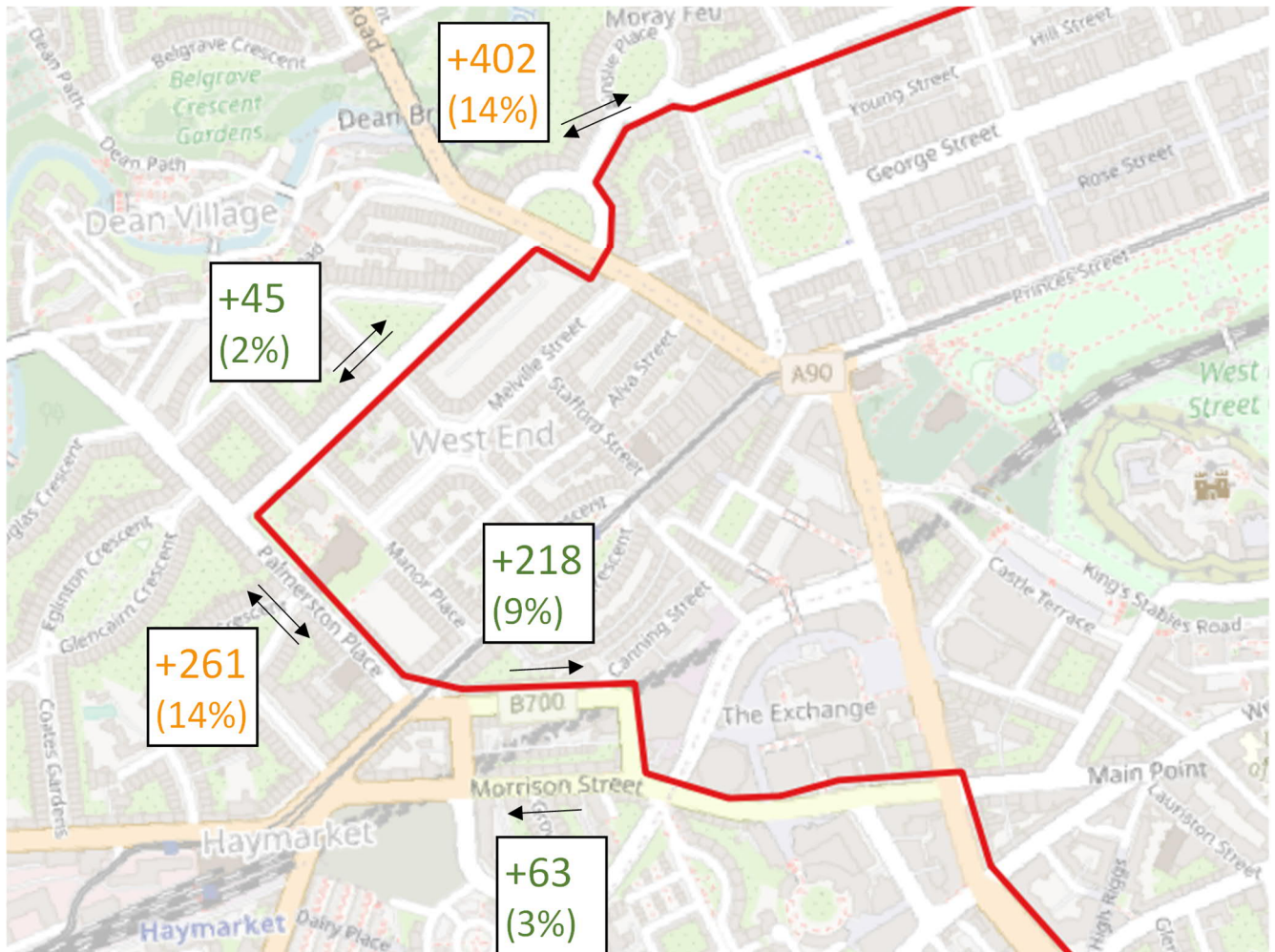


Figure 4.6 demonstrates that the increase in traffic flow observed in the 2019 data is slightly reduced in 2023, so that a smaller increase is observed on the diversionary links relative to the Base model.

4.3 East End LEZ Diversion Route

Non-compliant traffic wishing to travel through the city centre is required to use a diversion route including London Road, Abbeyhill, Horse Wynd (Holyrood Palace) and Queen’s Drive.

The changes in total two-way traffic flow and compliance level between the base and scenario models have been assessed in detail along the East End diversion route.

4.3.1 AM Peak

Figure 4.7 and Figure 4.8 present the change in eastern diversion traffic flows for the original LEZ boundary with ECCT for 2019 and 2023 respectively, relative to their Base models.

Figure 4.7: East End Total Traffic Flow Change Relative to 2019 Base – AM 2019 Original LEZ + ECCT

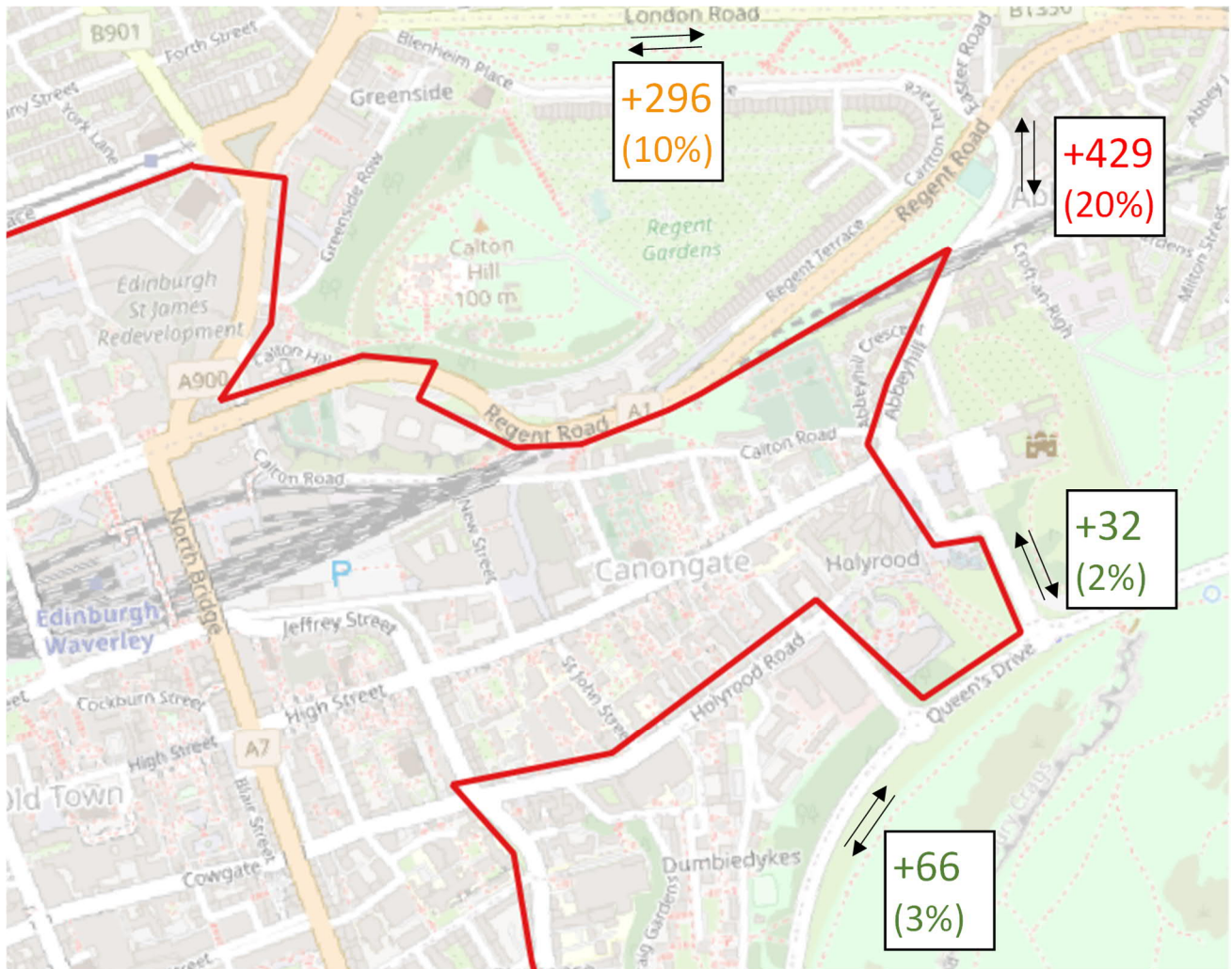


Figure 4.8: East End Total Traffic Flow Change Relative to 2023 Base – AM 2023 Original LEZ + ECCT

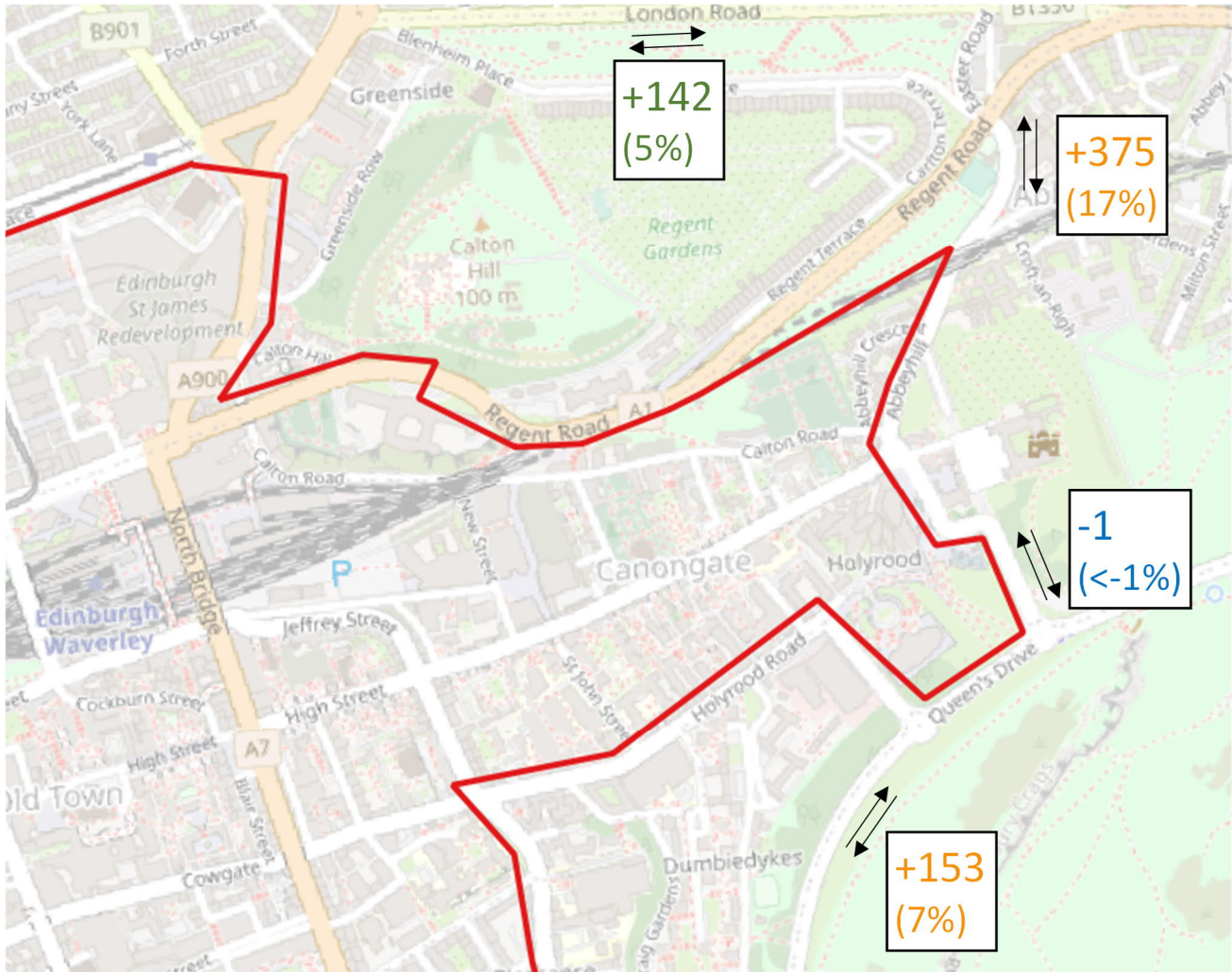


Figure 4.7, above, indicates that, in the 2019 AM peak, the model predicts a significant increase in traffic along the eastern diversionary route with the LEZ in place, relative to the Base model. This is due to non-compliant traffic that wishes to travel through the city centre choosing to travel, as anticipated, along the nearest routes to the edge of the LEZ boundary.

Figure 4.8 demonstrates that the increase in traffic flow observed in the 2019 data is slightly reduced in 2023, so that a smaller increase is observed on the diversionary links relative to the Base model.

4.3.2 Inter Peak

Figure 4.9 and Figure 4.10 present the change in eastern diversion traffic flows for the original LEZ boundary with ECCT for 2019 and 2023 respectively, relative to their Base models.

Figure 4.9: East End Total Traffic Flow Change Relative to 2019 Base – IP 2019 Original LEZ + ECCT

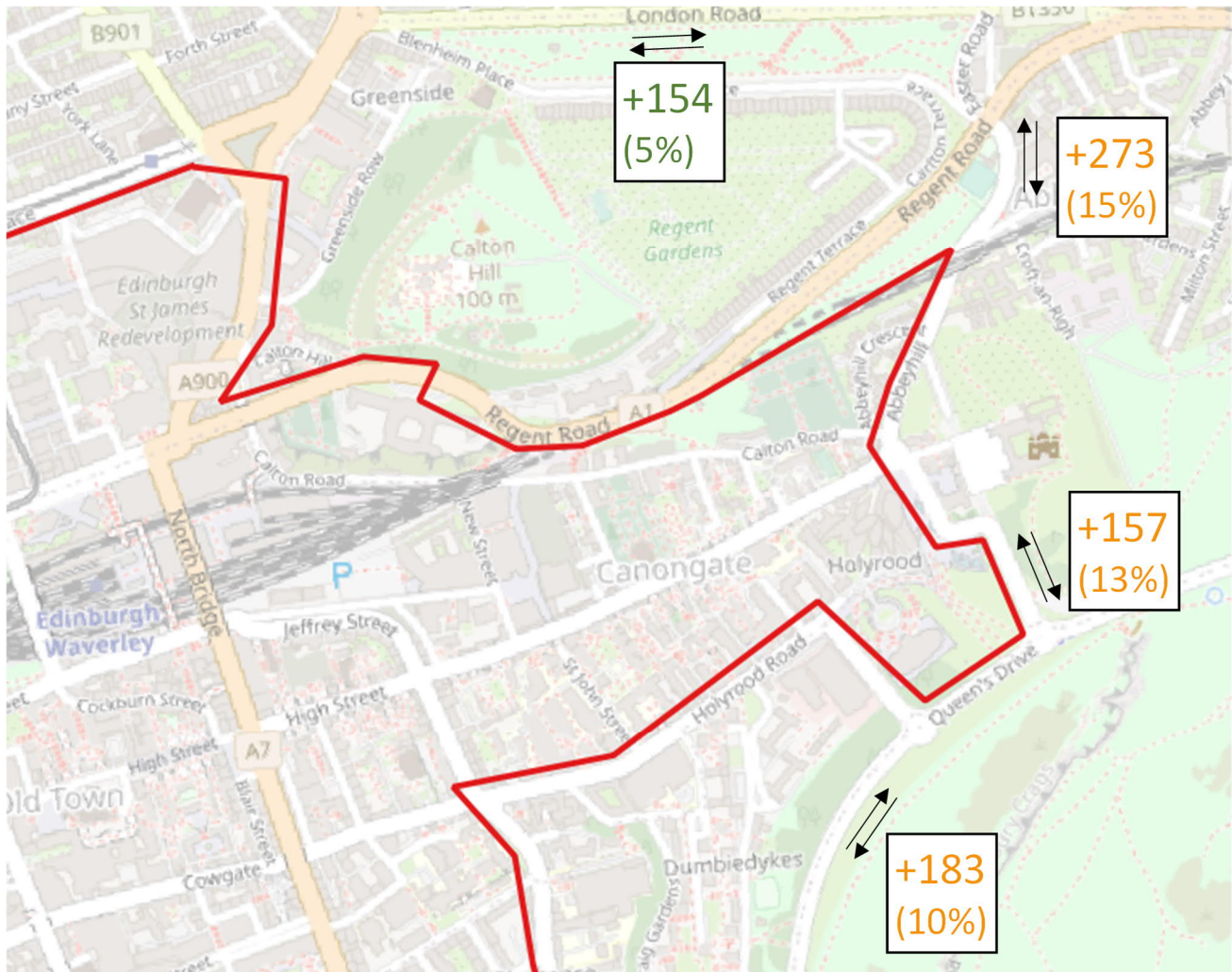


Figure 4.9 indicates that the model predicts an increase in traffic along the eastern diversionary route with the LEZ in place, relative to the Base model. As noted for the AM peak, this is due to non-compliant traffic that wishes to travel through the city centre choosing to travel along the nearest routes to the edge of the LEZ boundary.

Figure 4.10: East End Total Traffic Flow Change Relative to 2023 Base – IP 2023 Original LEZ + ECCT

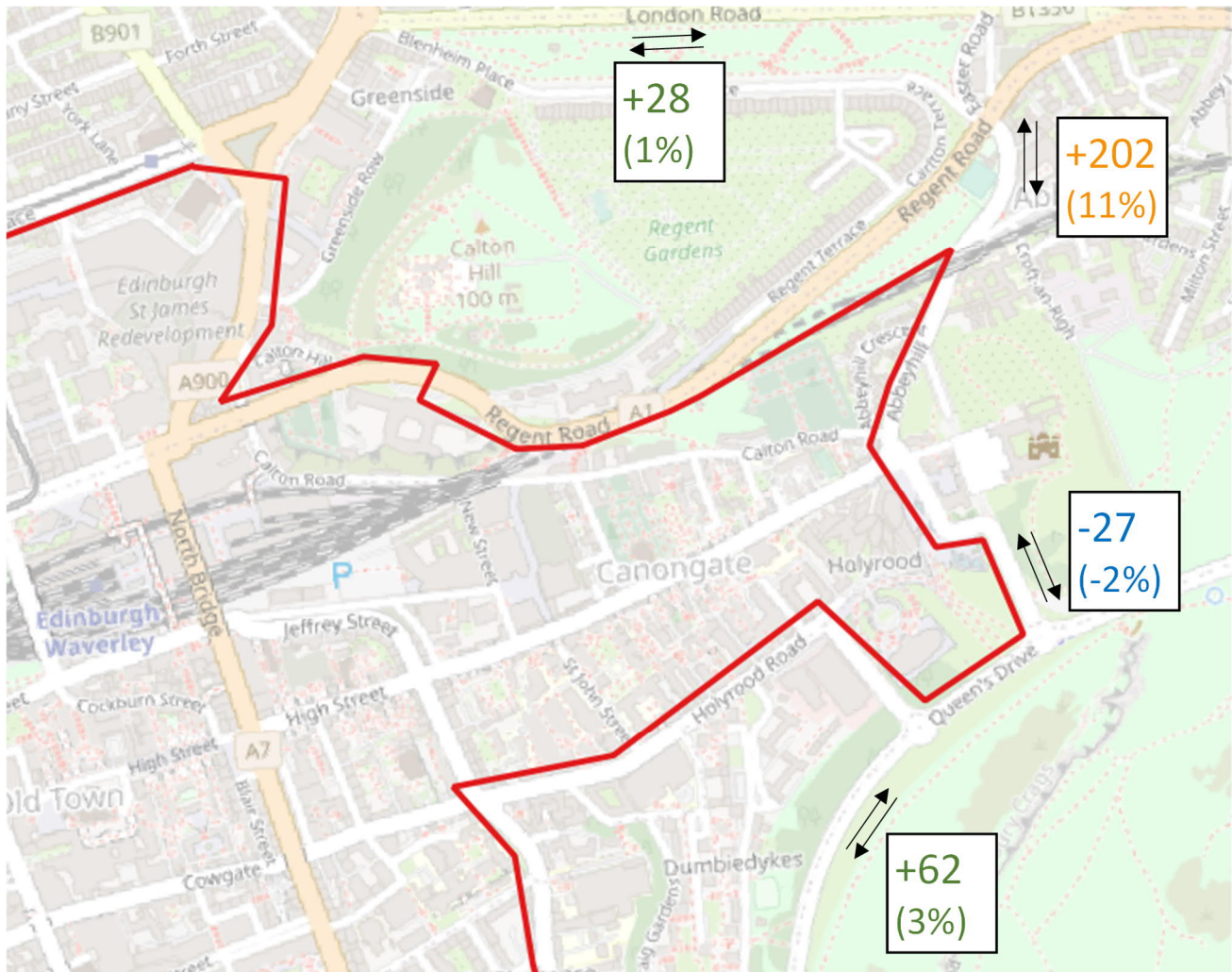


Figure 4.10 demonstrates that the increase in traffic flow observed in the 2019 data is slightly reduced in 2023, so that a smaller increase is observed on the diversionary links relative to the Base model.

4.3.3 PM Peak

Figure 4.11 and Figure 4.12 present the change in eastern diversion traffic flows for the original LEZ boundary with ECCT for 2019 and 2023 respectively, relative to their Base models.

Figure 4.11: East End Total Traffic Flow Change Relative to 2019 Base – PM 2019 Original LEZ + ECCT

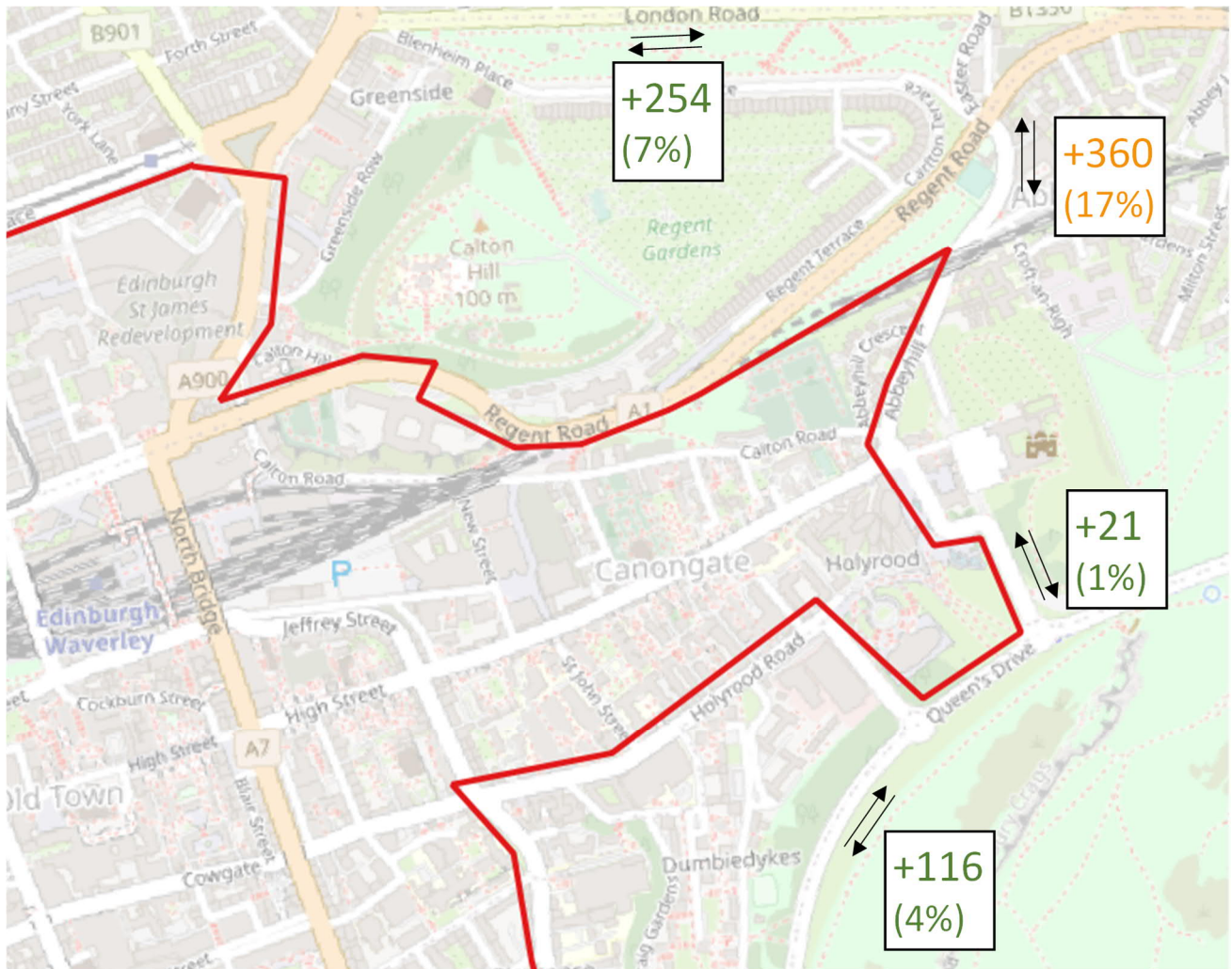


Figure 4.11, above, demonstrates broadly the same pattern of traffic volume changes as noted for the other time periods, i.e. that non-compliant traffic that wishes to travel through the city centre chooses to travel, as anticipated, along the nearest routes to the edge of the LEZ boundary.

Figure 4.12: East End Total Traffic Flow Change Relative to 2023 Base – PM 2023 Original LEZ + ECCT

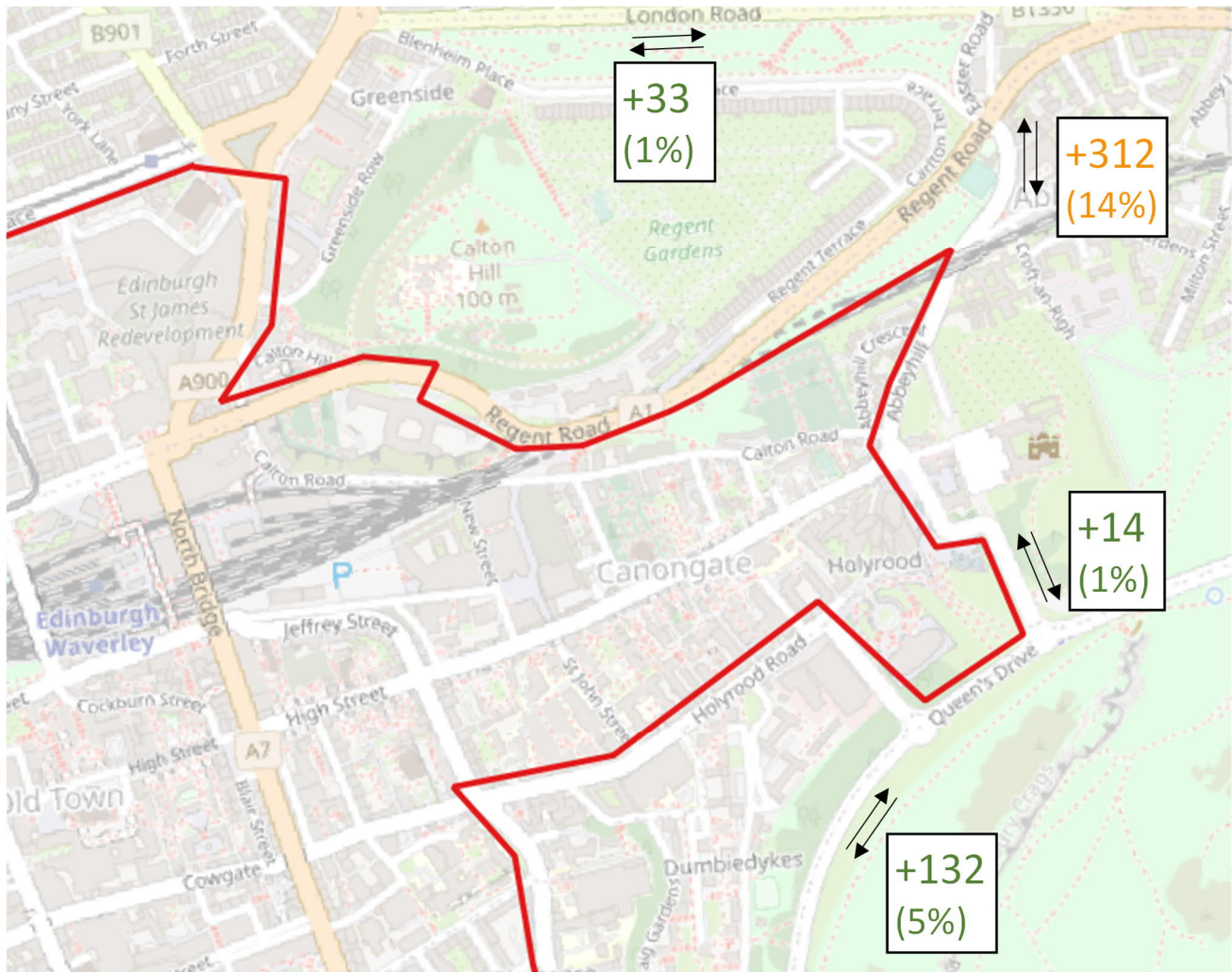


Figure 4.12 demonstrates that the increase in traffic flow observed in the 2019 data is slightly reduced in 2023, so that a smaller increase is observed on the diversionary links relative to the Base model.

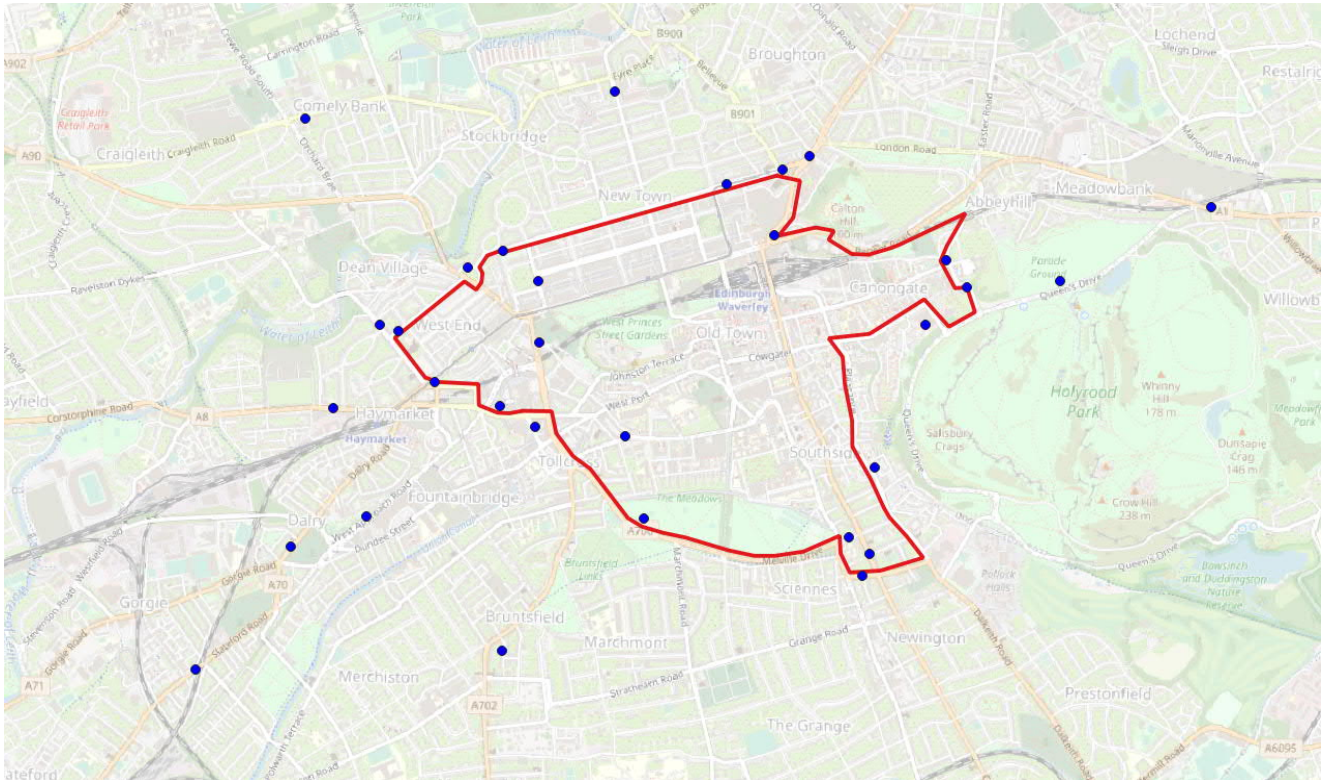
4.4 Key Links

In addition to reviewing the diversion routes, the traffic flows and compliance levels have been assessed for 20 key roads around central Edinburgh, in order to give a broader overview of how the traffic flows and compliance rates change in Edinburgh as a result of the LEZ.

The majority of the 20 key links referenced in this section were also used in the previous 2019 LEZ modelling task undertaken by Jacobs, and so, for consistency, these routes have also been used for this modelling exercise.

The LEZ boundary and key assessment links are illustrated in Figure 4.13.

Figure 4.13: LEZ Boundary and Key Assessment Links



4.4.1 AM Peak

Two-way AM compliant and non-compliant flows by link are summarised for the original LEZ boundary with ECCT option for 2019 and 2023 respectively in Table 4.1 and Table 4.2 below.

Table 4.1: Two-way Traffic Flow – AM 2019, Original LEZ + ECCT

2019 AM		Two-way traffic flow in vehicles (07:00-09:00)							
ID	Description	Total Compliant	Total Non-Compliant	All Vehicles	Compliant vs Base	Non-Compliant vs Base	Total vs Base	Compliant %	Non-Compliant %
1	Dalry Road	1,210	923	2,133	-88	+210	+122	57%	43%
2	Palmerston Place	2,654	1,204	3,858	+160	-183	-23	69%	31%
3	Great Stuart Street	1,648	23	1,671	+444	-636	-192	99%	1%
4	York Place	2,025	583	2,608	+656	-212	+444	78%	22%
5	Dundas Street	1,282	248	1,530	-19	-504	-523	84%	16%
6	Leith Walk	2,674	835	3,509	+483	-410	+73	76%	24%
7	London Road	1,564	674	2,238	+171	-49	+122	70%	30%
8	Queen's Drive	1,493	386	1,879	+452	-217	+235	79%	21%
9	South Clerk Street	1,413	0	1,413	+417	-545	-128	100%	0%
10	Melville Drive	1,761	849	2,610	+87	-64	+23	67%	33%
11	Lothian Road	3,220	340	3,560	+1185	-764	+421	90%	10%
12	Bruntsfield Place	1,825	498	2,323	+219	-343	-124	79%	21%
13	West Approach Road	3,131	387	3,518	+713	-942	-229	89%	11%
14	Charlotte Square	3,033	3	3,036	+1156	-1045	+111	99%	1%
15	Morrison Street	2,631	833	3,464	+742	-252	+490	76%	24%
16	Randolph Crescent	993	488	1,481	+182	+1	+183	67%	33%
17	Leith Street	2,214	7	2,221	+834	-744	+90	99%	1%
18	Pleasance	1,881	154	2,035	+667	-524	+143	92%	8%
19	Hope Park Terrace	1,051	0	1,051	+301	-427	-126	100%	0%
20	West Preston Street	466	829	1,295	-324	+418	+94	36%	64%

The above demonstrates that the non-compliant traffic flows are lower with the LEZ boundary in place on a significant number of key roads within and surrounding Edinburgh city centre.

Compliance within the city centre is very high, with South Clerk Street and Hope Park Terrace demonstrating 100% compliance. The model uses a 'cost' factor at the entry points to the LEZ for non-compliant vehicles (to replicate the effect of a financial charge). This high perceived 'cost' to non-compliant vehicles deters the vast majority (or all) of them from entering the LEZ, therefore the majority of links within the LEZ experience 100% compliance (or close to it).

The lowest compliance observed in Table 4.1 is on West Preston Street with 36% compliance, followed by Dalry Road with 57% compliance. These compliance levels are to be expected (in 2019) on these roads, as they are located just outside the LEZ boundary and, therefore, they are anticipated to experience an increase in non-compliant traffic when the LEZ is implemented.

Table 4.2: Two-way Traffic Flow – AM 2023, Original LEZ + ECCT

2023 AM		Two-way traffic flow in vehicles (07:00-09:00)							
ID	Description	Total Compliant	Total Non-Compliant	All Vehicles	Compliant vs Base	Non-Compliant vs Base	Total vs Base	Compliant %	Non-Compliant %
1	Dalry Road	1,784	292	2,076	+2	+74	+76	86%	14%
2	Palmerston Place	3,503	371	3,874	+41	-57	-16	90%	10%
3	Great Stuart Street	1,693	5	1,698	+41	-197	-156	100%	0%
4	York Place	2,402	182	2,584	+474	-60	+414	93%	7%
5	Dundas Street	1,500	79	1,579	-332	-153	-485	95%	5%
6	Leith Walk	3,152	247	3,399	+104	-131	-27	93%	7%
7	London Road	1,986	203	2,189	+95	-17	+78	91%	9%
8	Queen's Drive	1,539	119	1,658	+71	-61	+10	93%	7%
9	South Clerk Street	1,469	0	1,469	+94	-168	-74	100%	0%
10	Melville Drive	2,374	280	2,654	+67	0	+67	89%	11%
11	Lothian Road	3,456	111	3,567	+652	-227	+425	97%	3%
12	Bruntsfield Place	2,211	156	2,367	+16	-102	-86	93%	7%
13	West Approach Road	3,516	119	3,635	+223	-285	-62	97%	3%
14	Charlotte Square	3,297	1	3,298	+677	-320	+357	99%	1%
15	Morrison Street	3,182	247	3,429	+542	-83	+459	93%	7%
16	Randolph Crescent	1,196	153	1,349	+47	+3	+50	89%	11%
17	Leith Street	2,407	2	2,409	+509	-227	+282	99%	1%
18	Pleasance	1,809	45	1,854	+150	-161	-11	98%	2%
19	Hope Park Terrace	1,086	0	1,086	+33	-130	-97	100%	0%
20	West Preston Street	923	249	1,172	-178	+119	-59	79%	21%

By 2023, the overall vehicle fleet will be significantly cleaner, and this is reflected in Table 4.2 above. Compliance within the city centre is extremely high, with several links indicating over 99% compliance.

As seen in the 2019 data, the lowest compliance expected in 2023 is on West Preston Street, however, at 79%, this is a much higher compliance level than in 2019. The compliance on Dalry Road has increased to 86%, up 29 percentage points from 2019.

4.4.2 Inter Peak

Two-way IP compliant and non-compliant flows by link are summarised for the original LEZ boundary with ECCT scenario for 2019 and 2023 respectively in Table 4.3 and 4.4 below.

Table 4.3: Two-way Traffic Flow – IP 2019, Original LEZ + ECCT

2019 IP		Two-way traffic flow in vehicles (10:00-12:00)							
ID	Description	Total Compliant	Total Non-Compliant	All Vehicles	Compliant vs Base	Non-Compliant vs Base	Total vs Base	Compliant %	Non-Compliant %
1	Dalry Road	876	574	1,450	-6	+50	+44	60%	40%
2	Palmerston Place	2,020	917	2,937	+136	-164	-28	69%	31%
3	Great Stuart Street	1,339	11	1,350	+346	-557	-211	99%	1%
4	York Place	2,486	512	2,998	+899	-462	+437	83%	17%
5	Dundas Street	1,367	204	1,571	+227	-477	-250	87%	13%
6	Leith Walk	2,962	990	3,952	+505	-504	+1	75%	25%
7	London Road	1,190	591	1,781	+119	-41	+78	67%	33%
8	Queen's Drive	1,624	319	1,943	+398	-367	+31	84%	16%
9	South Clerk Street	1,301	1	1,302	+494	-476	+18	100%	0%
10	Melville Drive	1,973	744	2,717	+347	-190	+157	73%	27%
11	Lothian Road	3,339	337	3,676	+1445	-808	+637	91%	9%
12	Bruntsfield Place	1,461	392	1,853	+263	-320	-57	79%	21%
13	West Approach Road	2,396	225	2,621	+727	-768	-41	91%	9%
14	Charlotte Square	3,036	2	3,038	+1357	-1022	+335	100%	0%
15	Morrison Street	3,663	989	4,652	+1032	-617	+415	79%	21%
16	Randolph Crescent	733	427	1,160	+28	+8	+36	63%	37%
17	Leith Street	2,672	9	2,681	+1019	-951	+68	100%	0%
18	Pleasance	1,087	81	1,168	+304	-396	-92	93%	7%
19	Hope Park Terrace	1,354	0	1,354	+471	-519	-48	100%	0%
20	West Preston Street	437	666	1,103	-247	+304	+57	40%	60%

The above demonstrates that the non-compliant traffic flows are lower with the LEZ boundary in place on a significant number of key roads within and surrounding Edinburgh city centre.

Compliance within the city centre is very high, with several links demonstrating 100% compliance, as noted (and explained) in the AM peak analysis.

Similar to the AM peak, West Preston Street and Dalry Road indicate the lowest compliance levels of the key assessment links, with 40% and 60% respectively for 2019 in the inter-peak.

Table 4.4: Two-way Traffic Flow – IP 2023, Original LEZ + ECCT

2023 IP		Two-way traffic flow in vehicles (10:00-12:00)							
ID	Description	Total Compliant	Total Non-Compliant	All Vehicles	Compliant vs Base	Non-Compliant vs Base	Total vs Base	Compliant %	Non-Compliant %
1	Dalry Road	1,228	179	1,407	-27	+19	-8	87%	13%
2	Palmerston Place	2,658	280	2,938	+17	-48	-31	90%	10%
3	Great Stuart Street	1,436	3	1,439	+43	-168	-125	100%	0%
4	York Place	2,811	159	2,970	+533	-134	+399	95%	5%
5	Dundas Street	1,492	58	1,550	-118	-152	-270	96%	4%
6	Leith Walk	3,576	299	3,875	+71	-152	-81	92%	8%
7	London Road	1,533	171	1,704	+18	-18	0	90%	10%
8	Queen's Drive	1,801	96	1,897	+83	-111	-28	95%	5%
9	South Clerk Street	1,291	0	1,291	+145	-144	+1	100%	0%
10	Melville Drive	2,467	237	2,704	+192	-49	+143	91%	9%
11	Lothian Road	3,475	100	3,575	+788	-248	+540	97%	3%
12	Bruntsfield Place	1,753	121	1,874	+64	-93	-29	94%	6%
13	West Approach Road	2,558	69	2,627	+216	-234	-18	97%	3%
14	Charlotte Square	3,213	0	3,213	+825	-313	+512	100%	0%
15	Morrison Street	4,344	299	4,643	+580	-187	+393	94%	6%
16	Randolph Crescent	1,028	134	1,162	+31	+6	+37	88%	12%
17	Leith Street	2,810	2	2,812	+489	-285	+204	100%	0%
18	Pleasance	1,187	20	1,207	+73	-123	-50	98%	2%
19	Hope Park Terrace	1,416	0	1,416	+188	-156	+32	100%	0%
20	West Preston Street	787	201	988	-159	+89	-70	80%	20%

By 2023, the overall vehicle fleet will be significantly cleaner, and this is reflected in Table 4.4 above. Compliance within the city centre is extremely high, with several links indicating over 99% compliance. All key assessment links demonstrate a significant increase in compliance.

4.4.3 PM Peak

Two-way PM compliant and non-compliant flows by link are summarised the original LEZ boundary with ECCT for 2019 and 2023 respectively in Table 4.5 and 4.6 below.

Table 4.5: Two-way Traffic Flow – PM 2019, Original LEZ + ECCT

2019 PM		Two-way traffic flow in vehicles (16:00-18:00)							
ID	Description	Total Compliant	Total Non-Compliant	All Vehicles	Compliant vs Base	Non-Compliant vs Base	Total vs Base	Compliant %	Non-Compliant %
1	Dalry Road	965	736	1,701	-65	+212	+147	57%	43%
2	Palmerston Place	2,761	1,305	4,066	+82	-55	+27	68%	32%
3	Great Stuart Street	1,326	40	1,366	+274	-511	-237	97%	3%
4	York Place	2,183	659	2,842	+456	-253	+203	77%	23%
5	Dundas Street	1,610	248	1,858	+176	-496	-320	87%	13%
6	Leith Walk	2,813	927	3,740	+342	-386	-44	75%	25%
7	London Road	1,510	615	2,125	+43	-145	-102	71%	29%
8	Queen's Drive	1,973	463	2,436	+486	-340	+146	81%	19%
9	South Clerk Street	1,499	5	1,504	+513	-520	-7	100%	0%
10	Melville Drive	2,498	991	3,489	+310	-167	+143	72%	28%
11	Lothian Road	3,547	381	3,928	+1290	-818	+472	90%	10%
12	Bruntsfield Place	1,973	440	2,413	+287	-422	-135	82%	18%
13	West Approach Road	3,445	452	3,897	+678	-1005	-327	88%	12%
14	Charlotte Square	2,946	8	2,954	+1097	-973	+124	100%	0%
15	Morrison Street	3,520	927	4,447	+657	-591	+66	79%	21%
16	Randolph Crescent	753	509	1,262	-11	+106	+95	60%	40%
17	Leith Street	2,537	39	2,576	+704	-932	-228	98%	2%
18	Pleasance	1,708	69	1,777	+556	-526	+30	96%	4%
19	Hope Park Terrace	1,565	3	1,568	+470	-562	-92	100%	0%
20	West Preston Street	595	941	1,536	-311	+445	+134	39%	61%

The above demonstrates that the non-compliant traffic flows are lower with the LEZ boundary in place on a significant number of key roads within and surrounding Edinburgh city centre.

As seen in the other time periods, compliance within the city centre is very high, with South Clerk Street and Hope Park Terrace demonstrating 100% compliance.

Similar to the other time periods, West Preston Street and Dalry Road indicate the lowest compliance levels of the key assessment links, with 39% and 57% respectively for 2019 in the PM peak.

Table 4.6: Two-way Traffic Flow – AM 2023, Original LEZ + ECCT

2023 PM		Two-way traffic flow in vehicles (16:00-18:00)							
ID	Description	Total Compliant	Total Non-Compliant	All Vehicles	Compliant vs Base	Non-Compliant vs Base	Total vs Base	Compliant %	Non-Compliant %
1	Dalry Road	1,425	235	1,660	+40	+75	+115	86%	14%
2	Palmerston Place	3,621	399	4,020	-1	-22	-23	90%	10%
3	Great Stuart Street	1,379	11	1,390	-57	-160	-217	99%	1%
4	York Place	2,610	202	2,812	+249	-79	+170	93%	7%
5	Dundas Street	1,809	82	1,891	-165	-151	-316	96%	4%
6	Leith Walk	3,355	276	3,631	-31	-130	-161	92%	8%
7	London Road	1,915	188	2,103	-74	-47	-121	91%	9%
8	Queen's Drive	2,163	139	2,302	+128	-109	+19	94%	6%
9	South Clerk Street	1,464	1	1,465	+145	-158	-13	100%	0%
10	Melville Drive	3,214	315	3,529	+227	-43	+184	91%	9%
11	Lothian Road	3,807	124	3,931	+735	-244	+491	97%	3%
12	Bruntsfield Place	2,338	138	2,476	+57	-130	-73	94%	6%
13	West Approach Road	3,861	133	3,994	+78	-321	-243	97%	3%
14	Charlotte Square	3,144	2	3,146	+632	-299	+333	100%	0%
15	Morrison Street	4,171	277	4,448	+268	-190	+78	94%	6%
16	Randolph Crescent	985	161	1,146	-60	+37	-23	86%	14%
17	Leith Street	2,727	11	2,738	+216	-295	-79	100%	0%
18	Pleasance	1,750	19	1,769	+170	-163	+7	99%	1%
19	Hope Park Terrace	1,612	1	1,613	+140	-172	-32	100%	0%
20	West Preston Street	1,130	288	1,418	-110	+134	+24	80%	20%

By 2023, the overall vehicle fleet will be significantly cleaner, and this is reflected in Table 4.6 above. Compliance within the city centre is extremely high, with several links indicating over 99% compliance. All key assessment links demonstrate a significant increase in compliance.

Whilst the tables in this section indicate the anticipated flow changes in each assessment year, in reality changes in travel patterns take time to settle down, rather than overnight, as drivers take time to determine their optimum route. This means that following the implementation of the LEZ, one would not necessarily expect to immediately see the changes described in the above tables, rather these flow changes are likely to occur over a period of weeks/months following LEZ implementation.

When viewing the above tables, it is important to place the changes in traffic flows in context; in the real world, as schemes are approved and constructed, traffic flows on these links will inevitably change. However, the numbers reported in these tables purely capture the effect of the LEZ.

4.5 Compliance by Diversion Street and Assessment Year

Figures 4.14 to 4.16 summarise total vehicle compliance by link for each scenario. They show how the number of compliant vehicles varies and the overall improvement over time.

By 2023, the number of vehicles which do not meet LEZ requirements is lower than in the Base across all links analysed, even though many of these lie on or close the LEZ boundary.

Graphs also highlight the positive impact on compliance through Palmerston Place, Randolph Crescent and Great Stuart Street resulting from the Revised LEZ boundary via Charlotte Square.

Figure 4.14: AM comparison of compliant and non-compliant vehicles by diversion street and assessment year

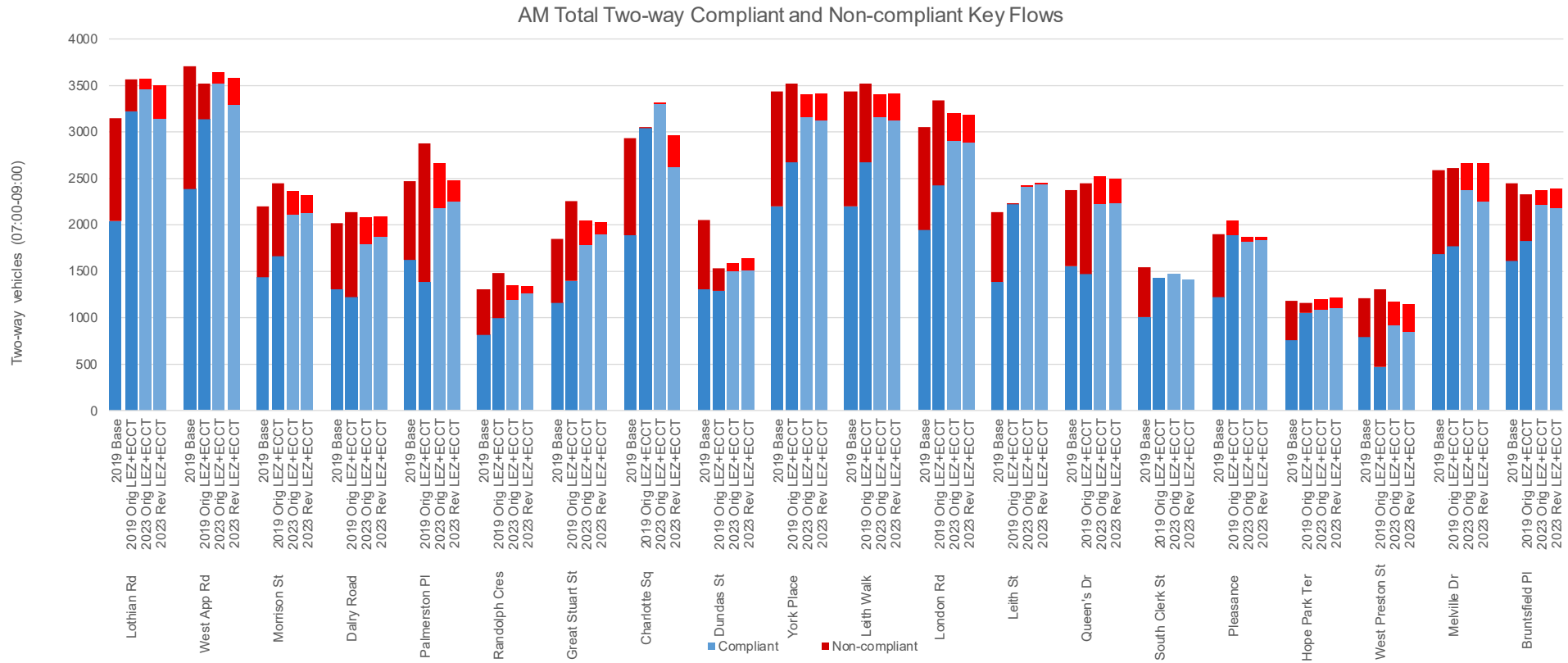


Figure 4.15: IP comparison of compliant and non-compliant vehicles by diversion street and assessment year

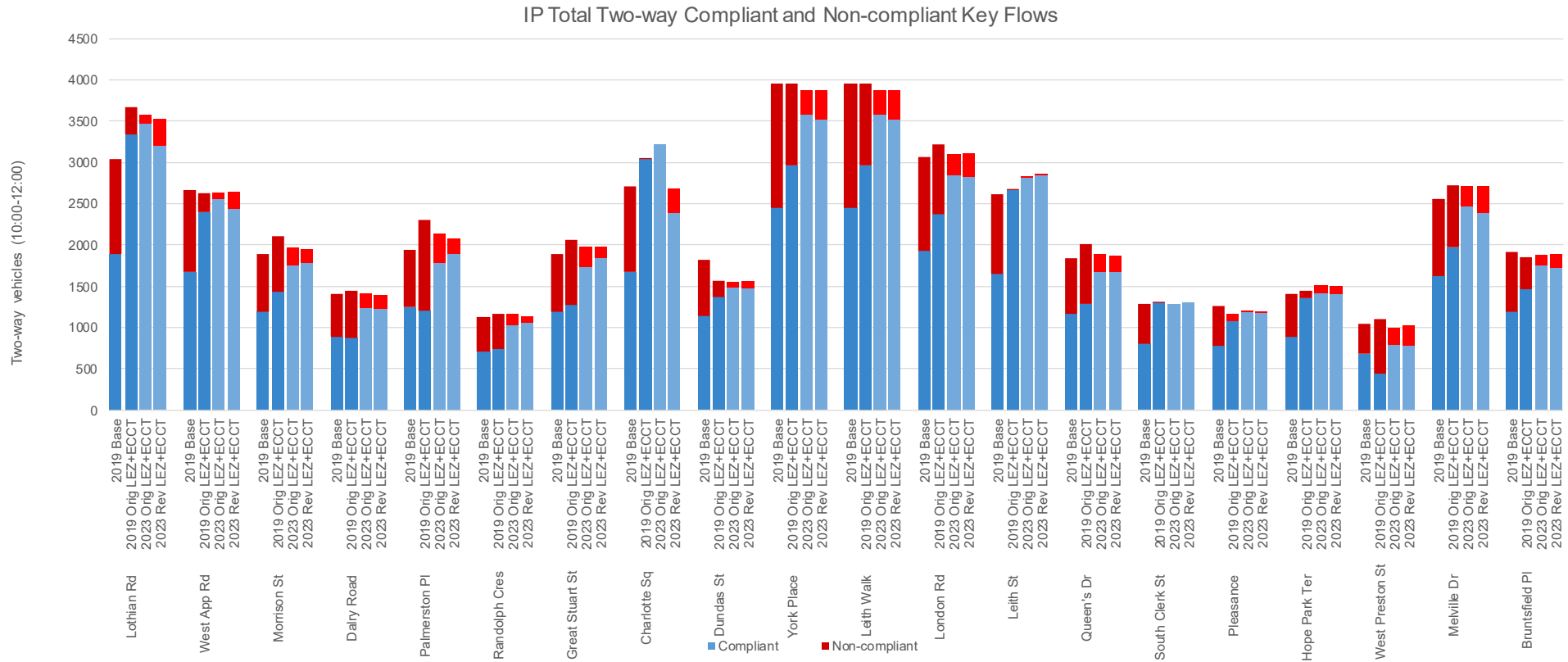
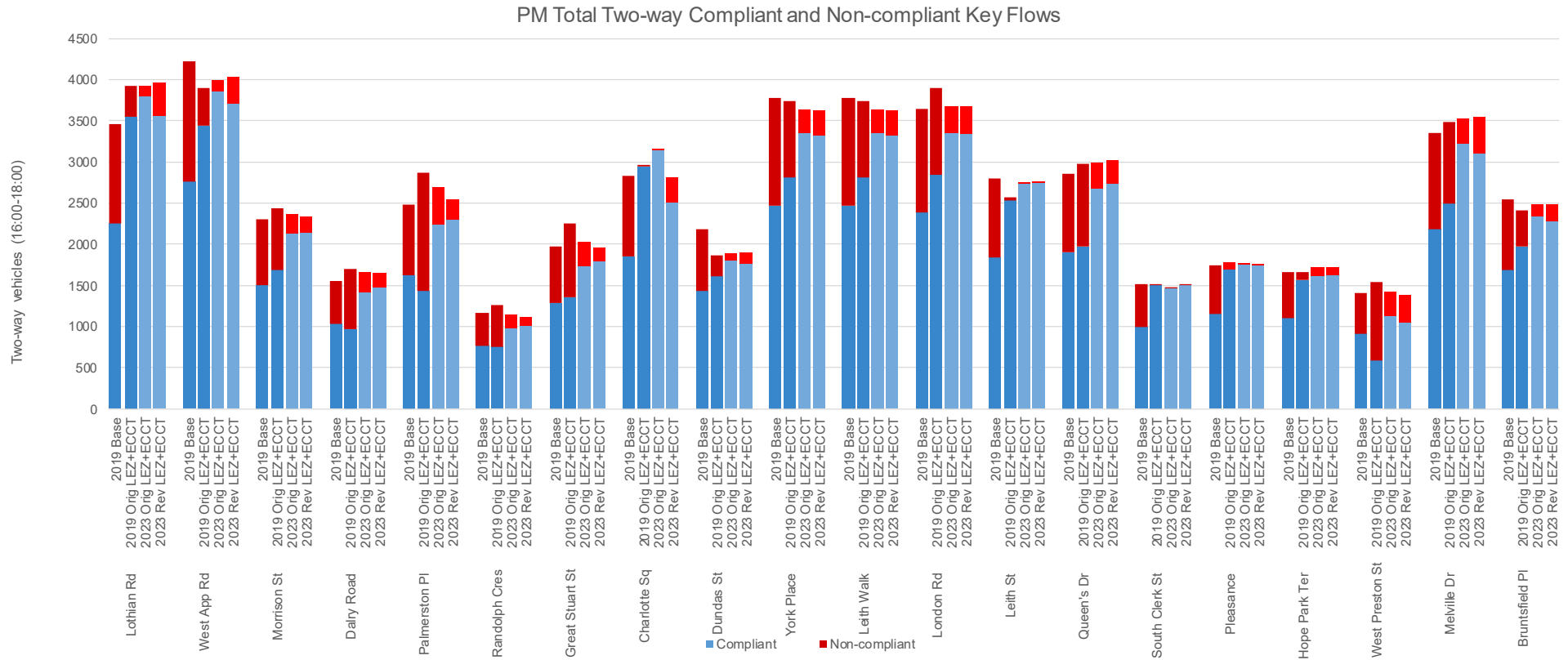


Figure 4.16: PM comparison of compliant and non-compliant vehicles by diversion street and assessment year



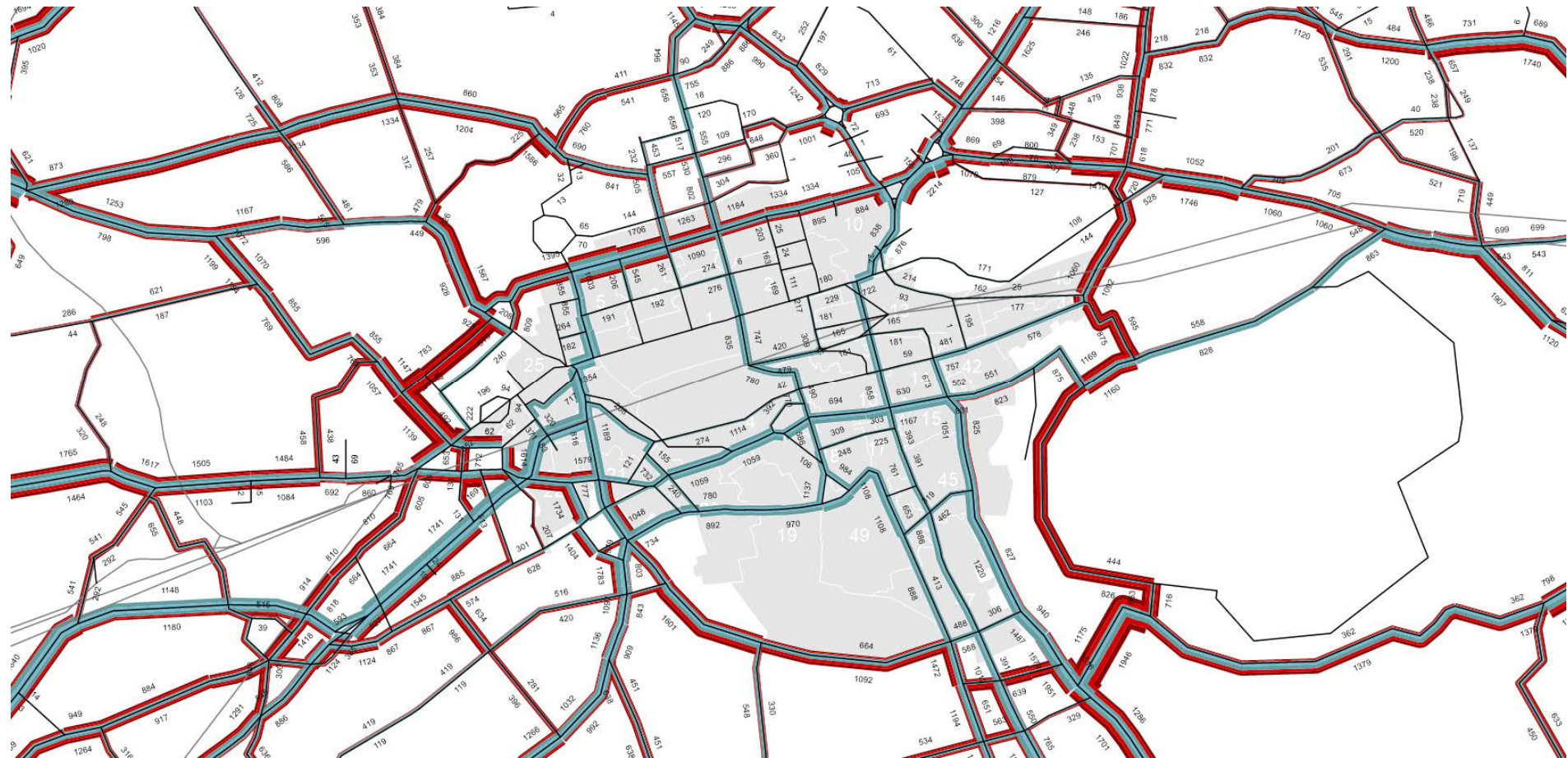
4.6 Assignment Summary Plots

Figure 4.17 to Figure 4.24 below illustrate link flows for the Base and Scenario models, in the morning and evening peaks. Compliant vehicles are shown in Blue, non-compliant vehicles are shown in Red.

The general pattern by time period is similar and the assignment; however, the 2023 forecast year plots highlight the significant reduction in non-compliant vehicles across the network.

The impact of the revised LEZ boundary (via Lothian Road and South Charlotte Street) with 2019 compliance rates is shown in Figure 4.25 and 4.26 for the morning and evening peaks respectively. Figures 4.27 and 4.28 highlight the reduced levels of diverted traffic resulting from 2023 vehicle compliance.

Figure 4.17: AM (07:00-09:00) Original LEZ (no ECCT) – 2016 traffic volumes and 2019 fleet composition



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Figure 4.18: AM (07:00-09:00) Original LEZ + ECCT – 2016 traffic volumes and 2019 fleet composition



Figure 4.19: PM (16:00-18:00) Original LEZ (no ECCT) – 2016 traffic volumes and 2019 fleet composition

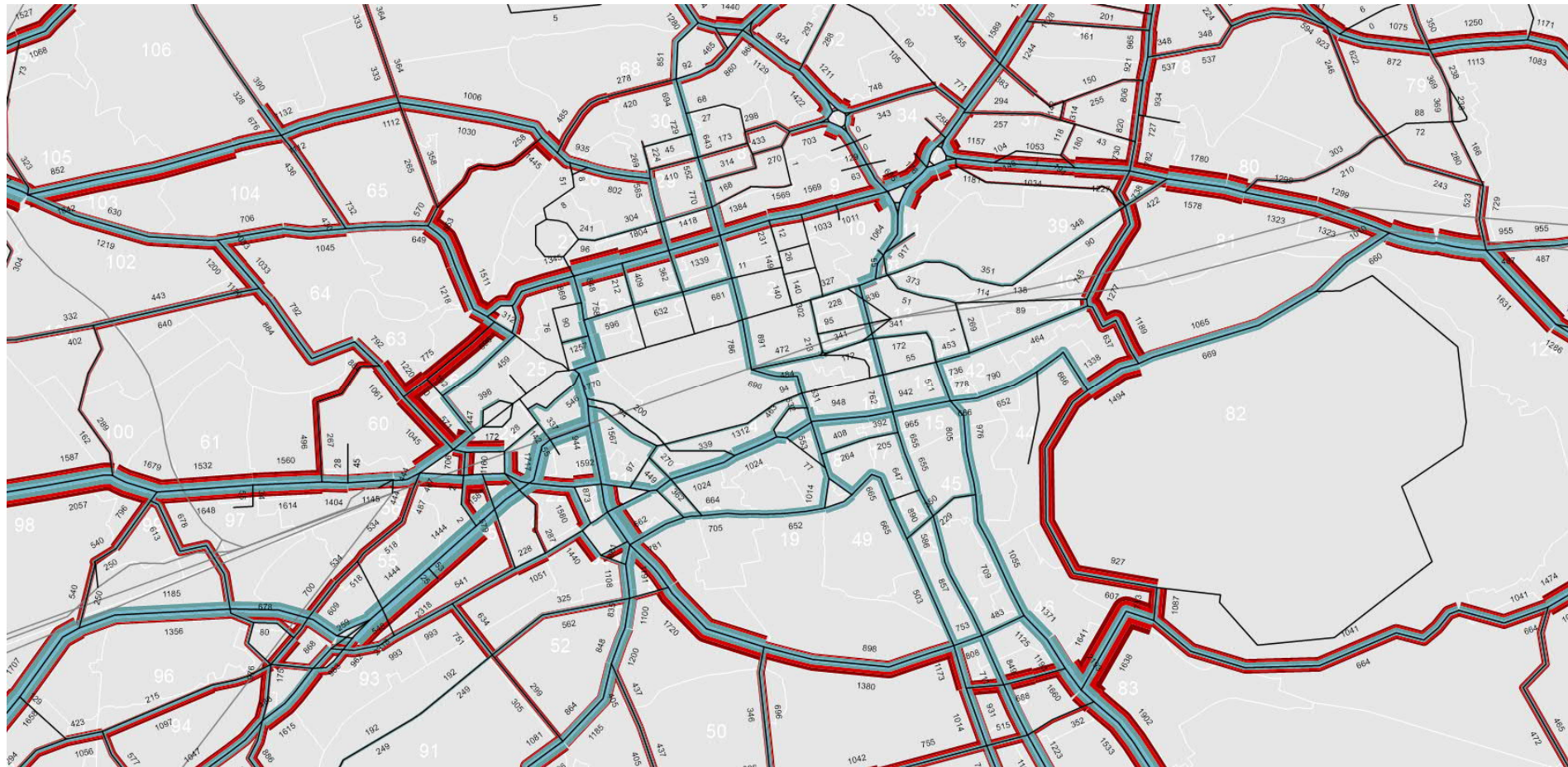


Figure 4.20: PM (16:00-18:00) Original LEZ + ECCT – 2016 traffic volumes and 2019 fleet composition

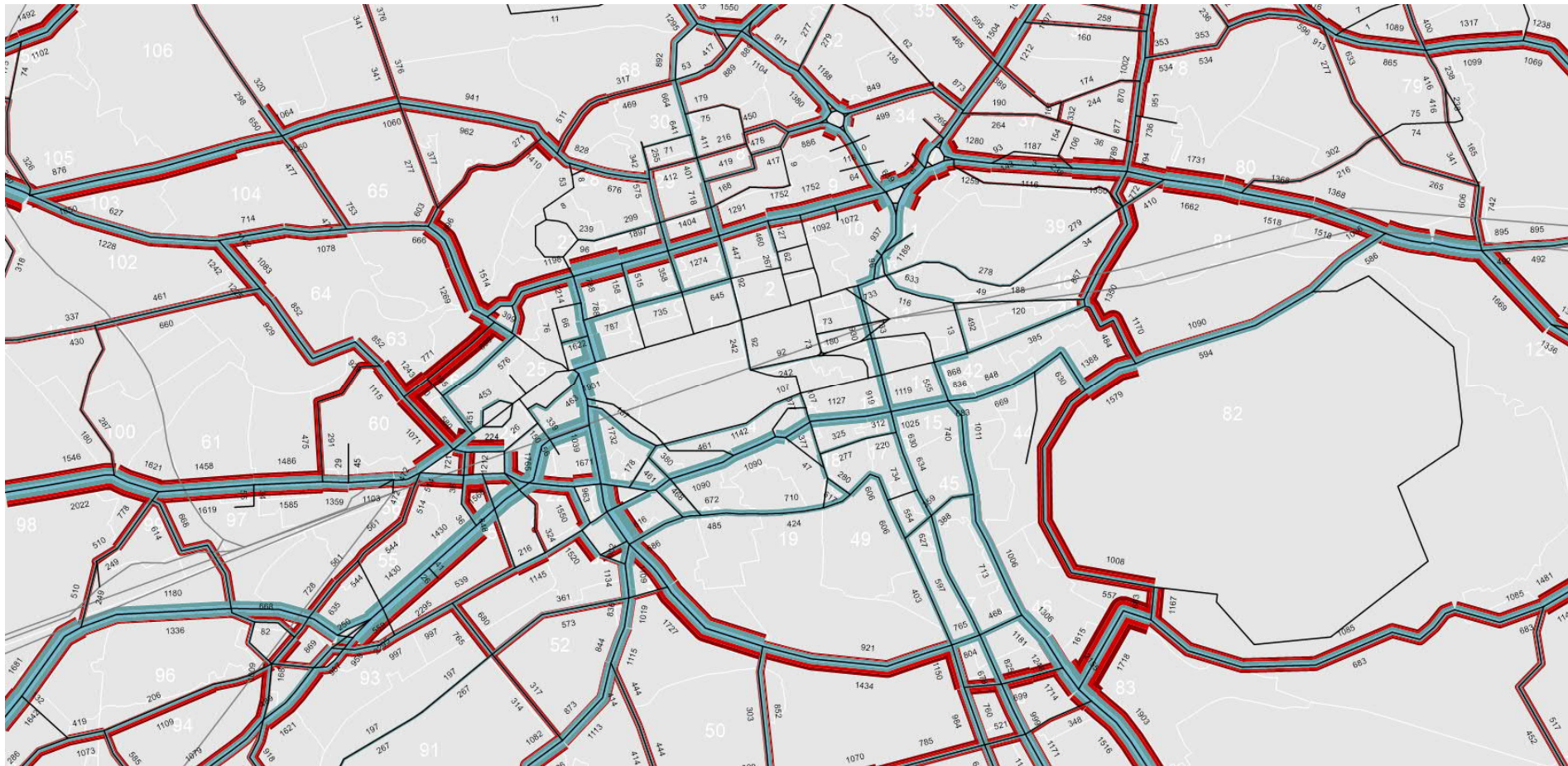


Figure 4.21: AM (07:00-09:00) Original LEZ (no ECCT) – 2016 traffic volumes, 2023 fleet composition



Figure 4.22: AM (07:00-09:00) Original LEZ + ECCT – 2016 traffic volumes, 2023 fleet composition



Figure 4.23: PM (16:00-18:00) Original LEZ (no ECCT) – 2016 traffic volumes, 2023 fleet composition

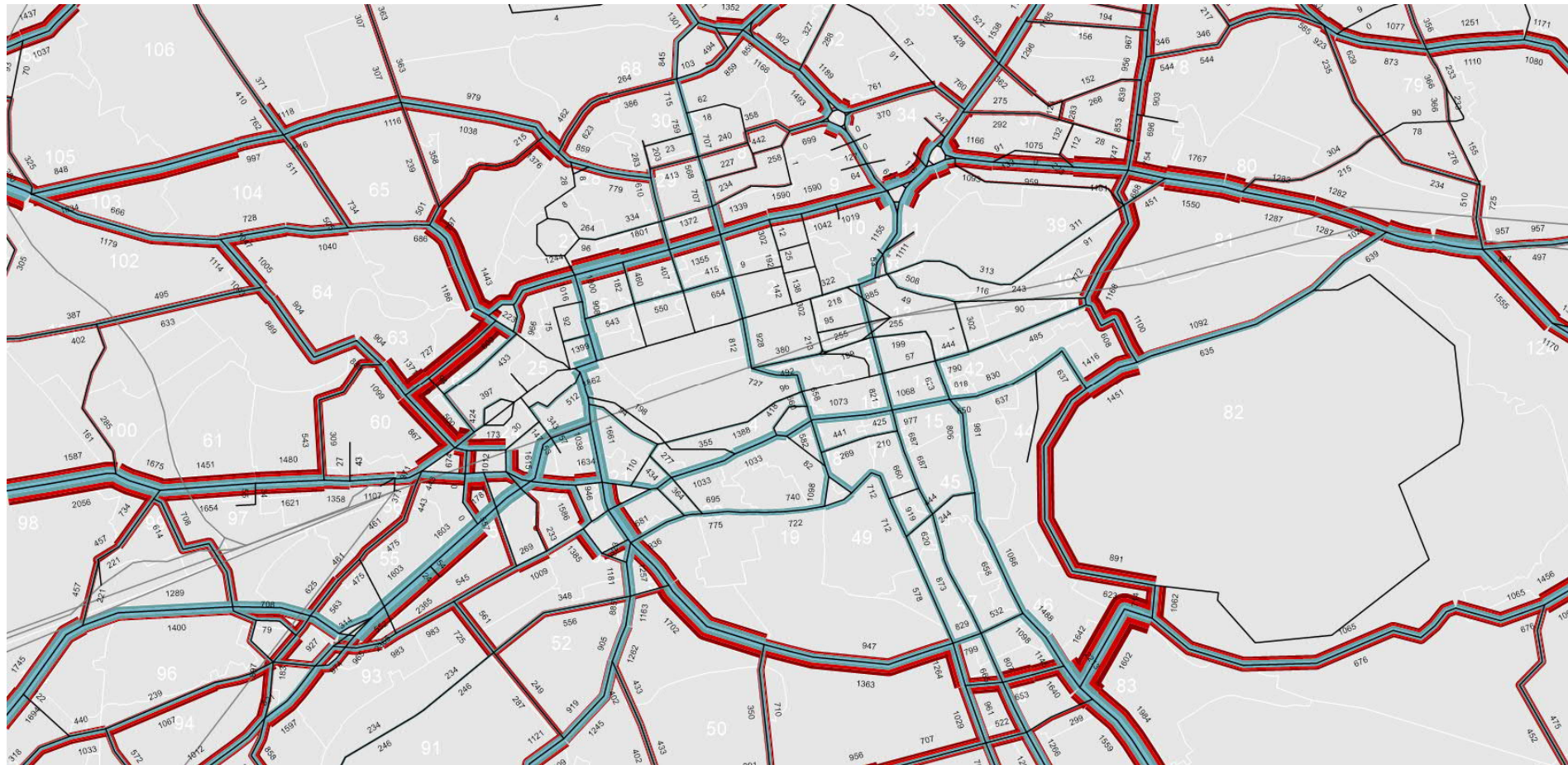


Figure 4.24: PM (16:00-18:00) Original LEZ + ECCT – 2016 traffic volumes, 2023 fleet composition

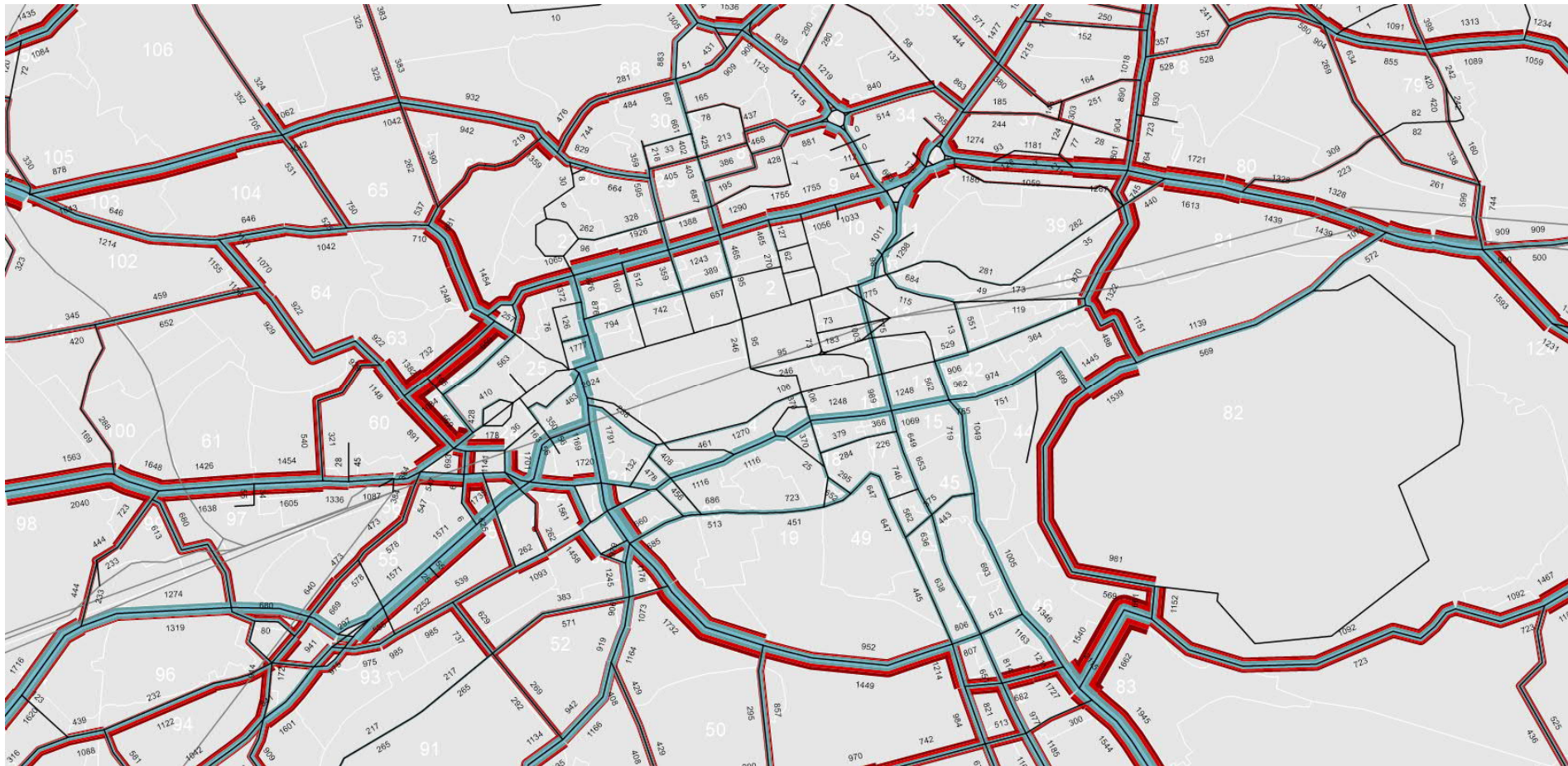


Figure 4.25: AM (08:00-09:00) Revised LEZ + ECCT – 2016 traffic volumes, 2019 fleet composition

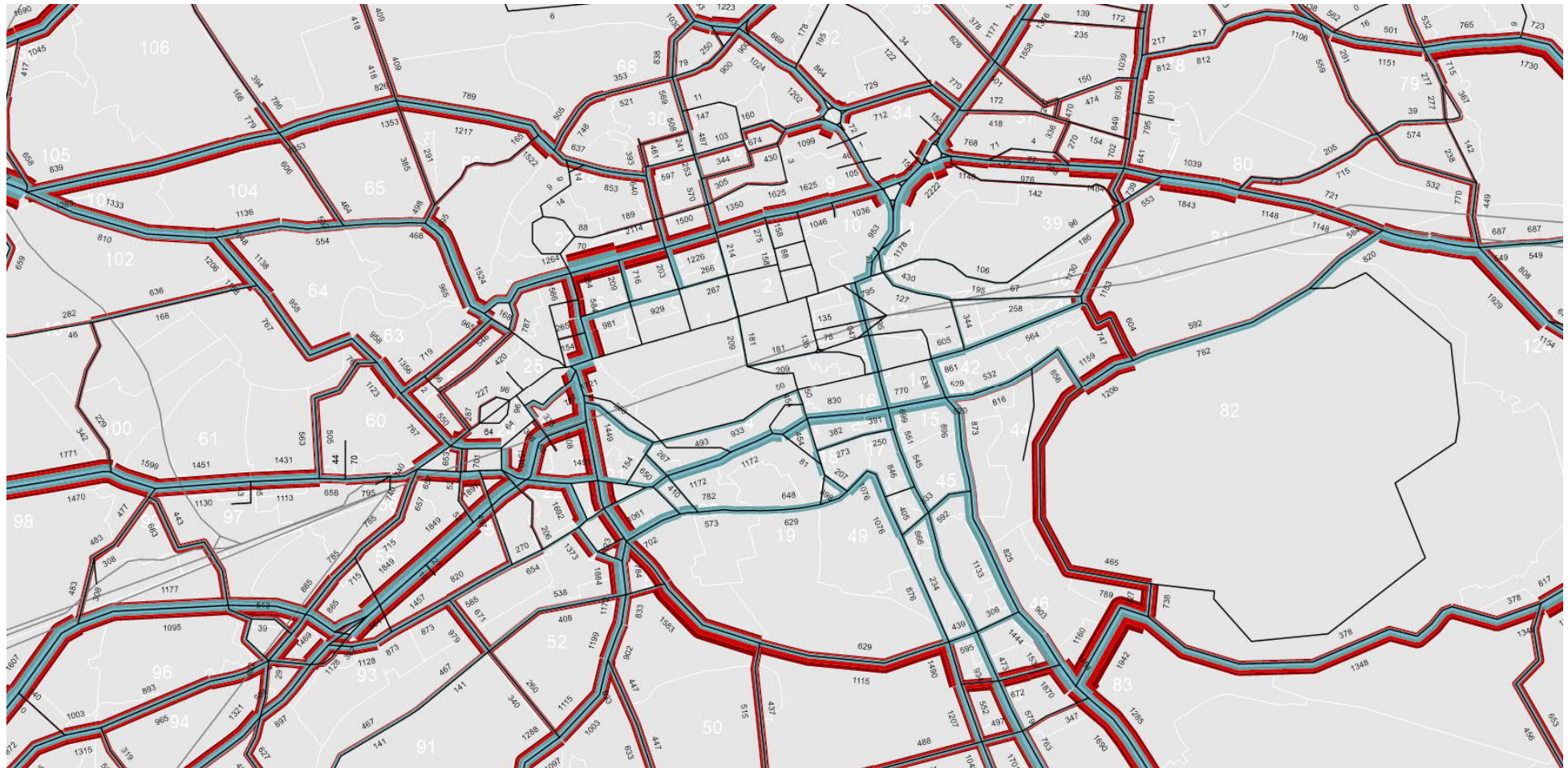


Figure 4.26: PM (17:00-18:00) Revised LEZ + ECCT – 2016 traffic volumes, 2019 fleet composition

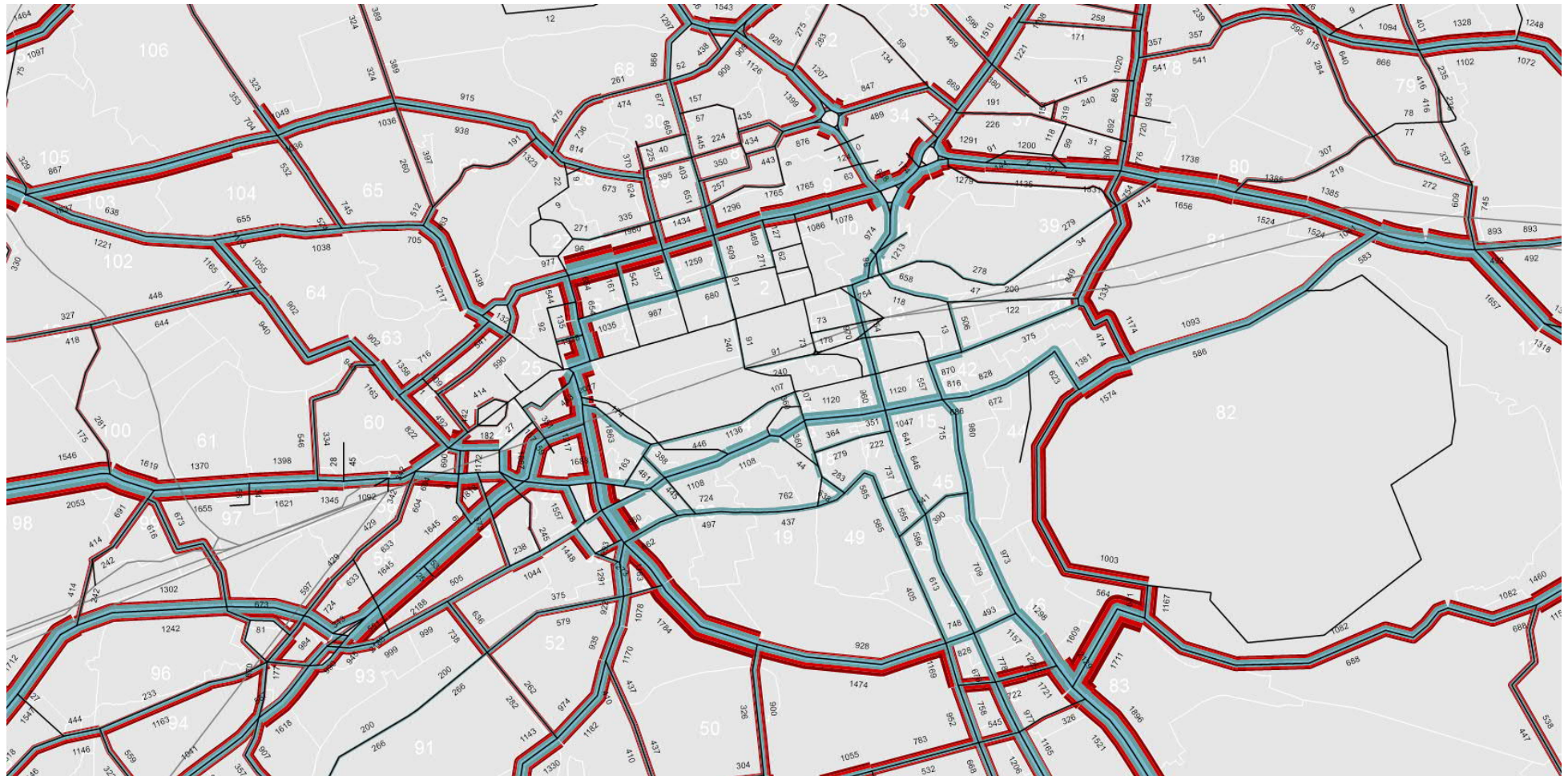
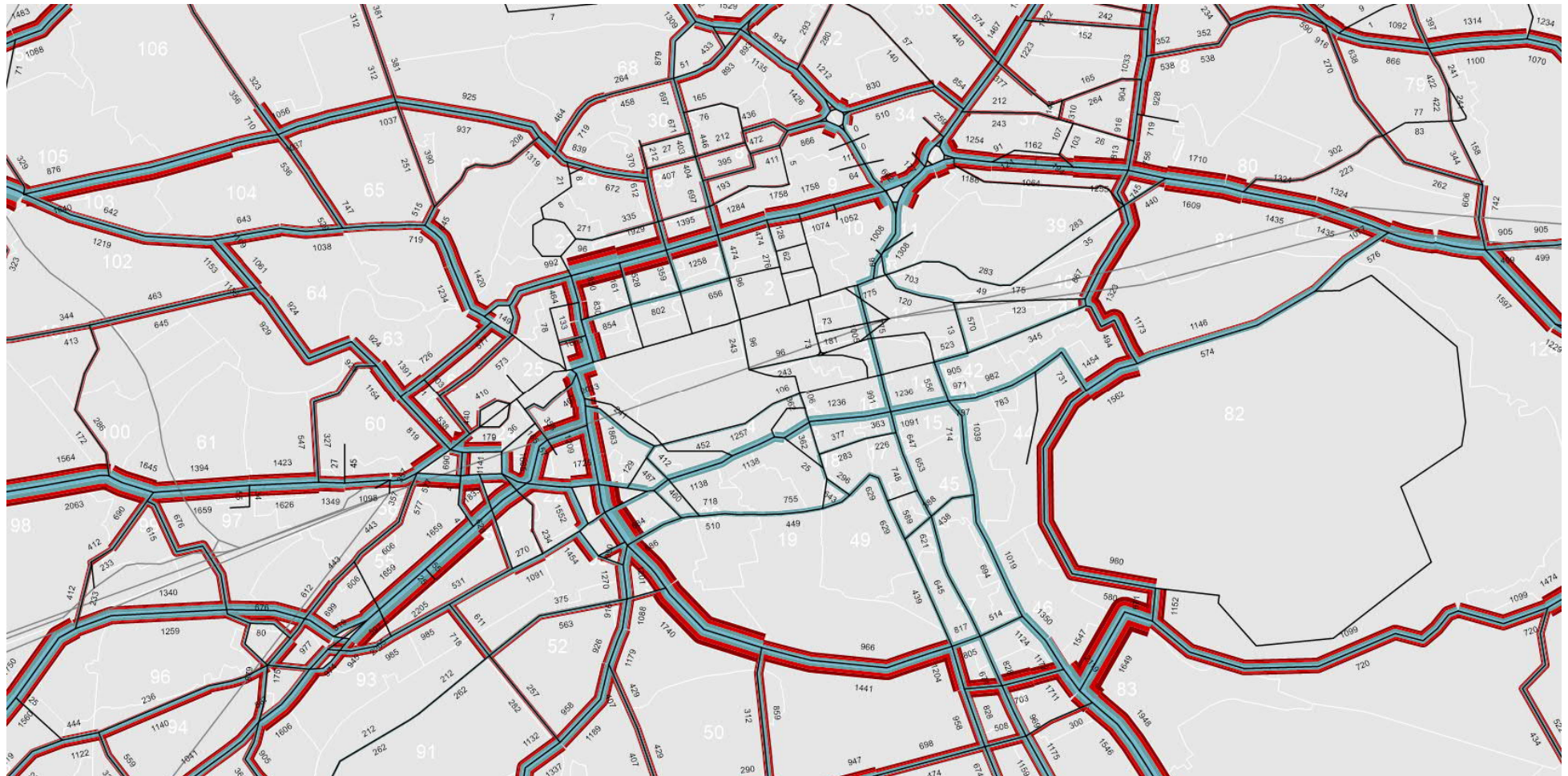


Figure 4.27: PM (17:00-18:00) Revised LEZ + ECCT – 2016 traffic volumes, 2023 fleet composition



Figure 4.28: PM (17:00-18:00) Revised LEZ + ECCT – 2016 traffic volumes, 2023 fleet composition



5. Summary

5.1 Summary

This report summarises the traffic modelling undertaken to assess the impact of the Low Emission Zone (LEZ) proposed for Edinburgh city centre.

Four alternative scenarios have been considered:

- Base
- Original LEZ
- Original LEZ + City Centre Transformation schemes
- Alternative LEZ + City Centre Transformation schemes

Two forecast years have been assessed – 2019 and 2023. Both use 2016 VISUM flows, as agreed with SEPA, so that any change in assignment is a result of changes in fleet mix rather underlying travel patterns.

The base year fleet composition has been updated from previous work, based on summer 2019 ANPR data. The key difference between 2016 and 2019 data is a much higher level of observed LGV compliance. Car matrices have been disaggregated by petrol and diesel engine types in order that the air quality model can more accurately calculate emissions by compliant and non-compliant traffic.

All vehicles with an origin or destination within the city centre are assumed to be compliant with LEZ legislation. In addition, non-compliant vehicles which would previously have routed through the city centre now route around the LEZ boundary.

With a 2019 fleet composition, a number of streets are especially affected by the proposals including Palmerston Place, Chester St, Randolph Crescent and St Colme Street along the north west of the boundary. There are also impacts around Queens Drive and Hope Park Terrace to the east and south east respectively.

Implementing the alternative LEZ boundary via Lothian Road and Charlotte Square removes the impact of the scheme on Randolph Crescent and Great Stuart Street, although the size of the city centre controlled area is necessarily reduced.

It may be appropriate to implement the alternative boundary initially and expand coverage over time. A preferred approach to mitigation at key air quality hot-spot locations around the LEZ boundary will be informed by the SEPA air quality modelling which is currently being undertaken.

By 2022, ECCT interventions, including the Meadows to George St scheme, result in an increase in traffic around the periphery of the boundary. Nevertheless, a cleaner fleet means that the number of vehicles which do not meet the LEZ criteria is lower than in the base across all links analysed.

Boundary streets benefit both from cleaner vehicles and the fact that a larger number of movements are possible through the LEZ area. Nevertheless, a number of locations remain a concern and air quality analysis will help identify whether there are remaining exceedances which require further assessment and mitigation.

BRIEFING NOTE

LEZ POST-COVID UNCERTAINTY

LEZ UNCERTAINTY SUMMARY NOTE

IDENTIFICATION TABLE

Client/Project owner	Transport Scotland
Project	LEZ Post-Covid Uncertainty
Title of Document	LEZ Uncertainty Summary Note
Type of Document	Briefing Note
Date	28/01/2021
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Number of pages	56

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1. EXECUTIVE SUMMARY

1.1 Aims and Objectives

- 1.1.1 The Covid-19 pandemic has had a dramatic impact on travel across all modes and specifically travel in Scotland's city centres. As the Low Emission Zone (LEZ) designs are currently progressing across the four cities; Glasgow, Edinburgh, Dundee and Aberdeen, further evidence is required by applying the principals of modelling to consider the uncertainty over what travel will look like after the pandemic has ended. This evidence will help inform decision makers for the LEZ schemes.
- 1.1.2 A key focus is to understand the uncertainty faced by the cities in a post-Covid environment and how policies required to address these could interface with LEZ proposals. The aim is to set out a framework for embracing uncertainty by consulting with stakeholders on 'what will travel look like post COVID-19'. This framework sets out the rationale for any additional modelling required to provide supporting evidence relating to uncertainty which would enhance the acceptability of the modelling work undertaken to date.

1.2 Scenario Planning Workshops

- 1.2.1 To assist this process, workshops were held with the respective authorities to agree the key metrics to measure against the current LEZ objectives and Identify the key disruptors which are likely to have the greatest impact on travel activities within each city centre.
- 1.2.2 The agreed output metrics informed from the stakeholder workshops are the change in emissions and traffic volumes as a result of the LEZ. A review of the disruptors for each city combined with the discussions surrounding them within the workshops concluded with a generic list including commute travel demand and changes in fleet composition.

1.3 Uncertainty (Scenario Planning)

- 1.3.1 The Scenario Planning Process allows a range of plausible future scenarios to be defined using important and likely disruptors. These scenarios, or a subset of, are used as a reference case where a scheme or in this case, the LEZ, is applied to understand how it performs in the context of each scenario.
- 1.3.2 The impact of the LEZ is quantified by understanding and predicting the impact (quantitative or qualitative) it will have on each scenario. The Scenario Planning Tool quantifies the impact of the LEZ scheme and the metrics from the Scenario Planning Tool are then translated back into an output narrative to complement the input narrative.
- 1.3.3 A total of 40 plausible future scenarios were created which was sifted to four concise scenarios encompassing a range of emissions and trip making relationships shown below. Each scenario provides an insight into what a future could look like in terms of differing outcomes. The narrative which defines the four plausible futures are:
- A1: 'Bounce Back' - Increased commuting and retail travel demand, improved bus operations and more buoyant economy along with a suppressed enthusiasm for compliant vehicles.
 - H4: 'Coping as Best We Can' - A poorly performing economy results in delayed infrastructure investment, a lack of shift to healthier modes and fleet, and a lack of appetite for additional air quality measures

- G1: 'Brave New World' - Following Covid there has been a reduction in office space which has transferred to other uses. With this a general reduction in traffic in the city centre for both commuting and shopping, however the uptake in compliant vehicles continues.
- B4: 'It Could Have Been Worse' - Increased retail travel demand resulting in increased congestion however public appetite for further Air Quality measures, which supports further policy shift towards more sustainable measures including a zero-Carbon fleet.

1.3.4 The outcome of testing the LEZ against each future is summarised below.

- Scenario A1 'Bounce Back': With the introduction of the LEZ the volume of non-compliant vehicles have reduced which has demonstrated a marked improvement in the NOX levels within the city centre however, traffic will re-route around the city centre. The volume of vehicles within the LEZ area has reduced and active travel has increased as a result.
- Scenario H4 'Coping as Best We Can': The LEZ has reduced the emissions within the LEZ area to an acceptable level however there is still re-routeing vehicles. The reduction in vehicular traffic has reduced below current levels however limited active travel increases have been achieved.
- Scenario G1 'Brave New World' & B4 'It Could Have Been Worse': The emission levels are still at acceptable levels with little change as a result of the LEZ scheme.

1.3.5 Whilst the LEZ may achieve a consistent goal in terms of NOX emissions, it is important to understand that the consequences of a LEZ may vary e.g. re-distribution of traffic effects.

1.4 Conclusions & Recommendations

1.4.1 This process demonstrates that the impact of the Low Emission Zones will vary between each city depending on their specific traffic levels and fleet composition. But importantly, the LEZ will protect the city centres by preventing non-compliant vehicles from entering them. Whilst the impact of the LEZ may vary across each city in terms of NOX emissions, the outcome is likely to be very similar with the level of emissions limited to a reduced value compared to pre-LEZ levels.

1.4.2 For each of the four LEZ cities, the four identified plausible futures have been considered against the model assessments undertaken to date. From this, to address uncertainty, further sensitivity testing of the proposed LEZ schemes is proposed. Each city has different characteristics and strategies which defines the further testing and the sensitivity tests are to be consistent with the core testing background scenario year (2022-2024).

1.4.3 The objectives of undertaking the proposed sensitivity tests are to provide evidence that the LEZ schemes are robust to variations in network conditions that may occur in a post-pandemic world. Each city may undertake different sensitivity scenarios, but they will have all considered plausible futures under a consistent framework.



2. INTRODUCTION

2.1 Aims and Objectives

- 2.1.1 The Covid-19 pandemic has had a dramatic impact on travel across all modes and specifically travel in Scotland's city centres. As the Low Emission Zone (LEZ) designs are currently progressing across the four cities; Glasgow, Edinburgh, Dundee and Aberdeen, further evidence is required by applying the principals of modelling to consider the uncertainty over what travel will look like after the pandemic has ended. This evidence will help inform decision makers for the LEZ schemes.
- 2.1.2 Jacobs and SYSTRA have been commissioned by Transport Scotland to prepare a report on key drivers of uncertainty and narratives around plausible futures. A key focus is to understand the uncertainty faced by the cities in a post-Covid environment and how policies required to address these could interface with LEZ proposals. The aim is to set out a framework for embracing uncertainty by consulting with stakeholders on 'what will travel look like post COVID-19'.
- 2.1.3 This framework sets out the rationale for any additional modelling required to provide supporting evidence relating to uncertainty which would enhance the acceptability of the modelling work undertaken to date.

2.2 Stakeholder Workshops

- 2.2.1 To assist this process, workshops were held with the respective authorities with the following objectives:
- Agree the key metrics to measure against the current LEZ objectives
 - Identify the key disruptors which are likely to have the greatest impact on travel activities within each city centre.
- 2.2.2 The Dundee, Aberdeen and Glasgow workshops were chaired by Vincent McNally (Transport Scotland) with Boris Johansson and Malcolm Neil (SYSTRA) acting as workshop facilitators. The Edinburgh workshop was chaired by Vincent McNally (Transport Scotland) with Keith Gowenlock and Grant Davidson (Jacobs) acting as workshop facilitators.
- 2.2.3 The team would like to thank all attendees for their participation in what were very constructive and collaborative sessions.
- 2.2.4 Following the workshops, the information received was collated and used to inform a scenario planning exercise. This process defined a series of future scenarios, which were sifted down to a manageable number. The current Low Emission Zone concept was tested against the various futures to understand if the scheme still meets its objectives.
- 2.2.5 The workshop attendees and organisation/groups they were representing are tabulated in Appendix A.
- 2.2.6 The agenda followed the following format:
- Introduction
 - Scene setting
 - Output measures

- Input drivers
- Summing up, reflections and next steps

2.3 Scene Setting

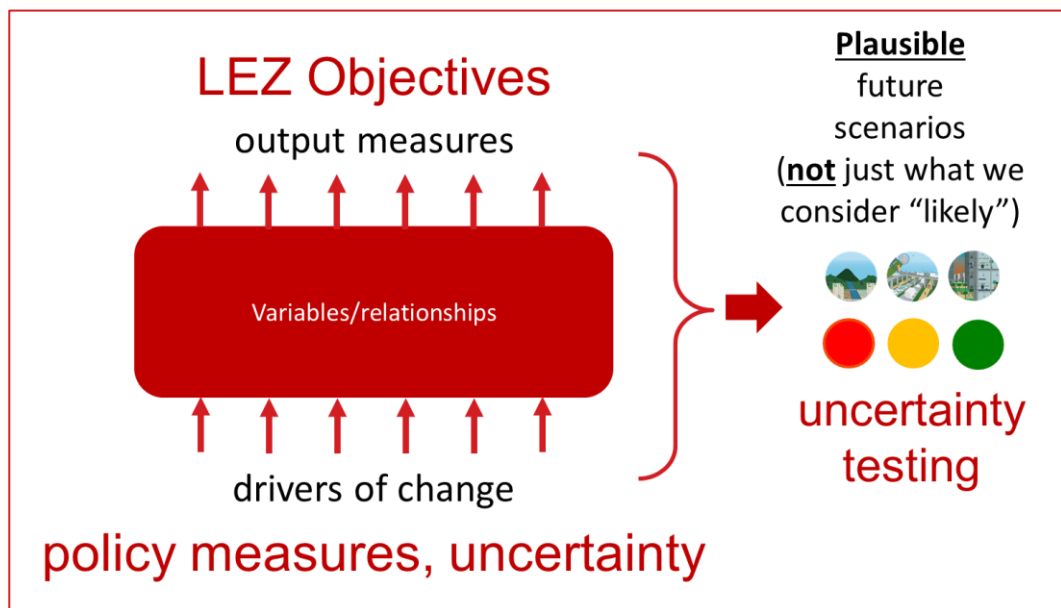
2.3.1 The scene setting to the workshop was provided with an introduction to the objectives of the exercise:

‘To understand:

The issues faced by cities in a post-Covid-19 environment over the next 5 (or so) years
 How policies required to address this interface with LEZ proposals
 To inform decision makers and assist with potential future examination’

2.3.2 Throughout the presentation, the following was also highlighted:

- The process is embracing uncertainty by consulting with key stakeholders on ‘what travel could look like post-Covid-19’
- The same questions are being asked across all cities
- A degree of consensus is being sought on the key metrics and disruptors to enable post-Covid plausible future scenarios to be derived, whilst exploring any key variations between the cities that would need to be taken into account.
- Traditional modelling of these futures is too time consuming so a simplified process will be developed
- This process will cut back on the richness of detail but run times are significantly reduced
- Further modelling may or may not be required to investigate impacts of one or more scenarios.



2.3.3 To summarise:

- Input drivers and output measures need to be quantifiable and may reflect proxies for more complex aspects of transport and society

- The scenario planning process's purpose is the development of richer interpretation of future states through stakeholder dialogue
- The process should not feel constrained by a focus upon only the scenario planning process. Focus should be upon the envisaged needs (i.e. the wider process).



3. OUTPUT METRICS

3.1 Introduction

3.1.1 As an introduction to the first session, workshop attendees were reminded that, for the output metrics:

1. A manageable number of output metrics are needed that best help inform judgement of the consequences of policy measures and contribution towards National Transport Strategy (NTS) outcomes
2. The more output metrics there are, the greater the likely number of input drivers that would be needed
3. Output metrics may themselves be interrelated and ordered – e.g. traffic levels impacting upon air pollution impacting upon public health.

3.1.2 For each workshop the relevant LEZ objectives were presented as a reminder. These objectives are set out in Table 1.



Table 1. LEZ Objectives by City

CITY	OBJECTIVES
Dundee	<p>Primary Objectives:</p> <ul style="list-style-type: none"> ● Protect public health through improving air quality in Dundee and achieving air quality compliance for NO₂, PM₁₀ and PM_{2.5} ● Develop an environment that helps to promote more active and sustainable travel choices in Dundee ● Contribute to the ongoing transformational change in Dundee and help promote the city as an inclusive and desirable place to live, invest, visit and learn
Aberdeen	<p>Primary Objectives:</p> <ul style="list-style-type: none"> ● Improve air quality in Aberdeen by reducing harmful emissions from transport and delivering on the Scottish Government’s statutory air quality objectives. ● Support climate change targets by reducing road transport’s contribution to emissions. <p>Supplementary Objectives:</p> <ul style="list-style-type: none"> ● Protect public health and wellbeing; ● Support local and regional transport strategies by contributing to the development of a vibrant, accessible, and safe city centre, where the volume of non-essential traffic is minimised and active and sustainable transport movements are prioritised; and ● Contribute to ongoing transformational change in Aberdeen, helping promote the city as a desirable place to live, visit and invest in.
Edinburgh	<p>Primary Objectives:</p> <ul style="list-style-type: none"> ● Achieve air quality compliance ● Use an evidence-based approach to identify interventions that reduce impact of air pollution on human health ● Reduce congestion, promote sustainable forms of transport, and achieve placemaking outcomes across Edinburgh
Glasgow	<p>Primary Objectives:</p> <ul style="list-style-type: none"> ● Protect public health through tackling poor air quality in the city centre ● Ensure that Glasgow moves more rapidly towards meeting Scottish and EU air quality objectives for nitrogen dioxide and improve air quality standards within the city ● Contribute to broader objectives and vision by the City Government to lower vehicle emissions and promote active travel, thereby improving urban liveability and supporting a vibrant and thriving city centre offer to residents, visitors, business and tourists



3.1.3 The output metrics, identified from the modelling work that had been undertaken to date, were presented at each workshop as detailed in Table 2.

Table 2. Output Metrics

CITY	OBJECTIVES
Dundee, Aberdeen, Edinburgh, Glasgow	<ul style="list-style-type: none"> ○ Change in emissions in the LEZ area: <ul style="list-style-type: none"> ● NOX / PM / CO2 (from AQ Modelling) ○ Change to traffic volume (every vehicle classification)

3.2 Discussion

3.2.1 The stakeholders were offered an opportunity to discuss the output metrics which is summarised below for each city workshop. Naturally, the discussion did consider other related topics and the key elements have been summarised in the notes below for completeness.

Dundee

Objectives have climate change element due to changes in the Transport Act. An additional objective was added to help meet the climate change programme.

‘Develop an environment that helps promote more active and sustainable travel choices in Dundee and contributes to meeting emission reduction targets set out in Part 1 of the Climate Change (Scotland) Act 2009’.

Data collected in Glasgow focused on NOXs and CO2. Initial LEZ objectives was air quality improvements but CO2 is a useful metric. It is important to include traffic volume as well. LEZ objectives are primarily focused on air quality objectives and not necessarily to climate change. The air quality metric is local and Carbon is a globalised metric. The primary focus is the air quality. If we ignore carbon then this could increase as a result changes to the travel patterns.

Are we aiming to identify what the outcomes are e.g. high and low? Do we want to identify the future we want? This will be discussed in the disruptors session.

We should consider specifically the bus service changes (volumes) and the economic impacts on the city centre. Again this can be discussed in the disruptors session.

Could the output measures have layers to enhance the metrics relevance to the LEZ. For example, could we measure the total number of people going into and out of Dundee City Centre e.g. by mode?

In summary is that there is no significant change in the metrics proposed.

Aberdeen

Have we distinguished between the output and outcomes? Yes, we deal with this through the narrative.



There is a link between the LEZ and the wider economy. Should there be wider economic measures? Are there specific outputs which relate to the economy? Aberdeen is an international energy city. We need to consider that there may not be a link between economy and traffic volumes, when considering Aberdeen City Centre as a place. Reference to the economy would be covered in the narrative of each scenario.

What will a post Covid world look like with the significant reduction in Public transport (PT) usage?. The scenarios will look at plausibility when looking at future scenarios.

The city centre is the major pollution hot spot and Aberdeen City Council have been progressing an LEZ scheme. These have been public consultation on different options and hope to committee in 2021 working towards a final scheme in 2022.

The assessment is mainly considering the car and HGV vehicle fleet and it is anticipated that this will be an all-vehicle LEZ although other option may be considered.

The significant drop in bus patronage levels should be captured within this exercise.

Edinburgh

LEZ will be implemented in 2022 with enforcement from 2023. The focus is around a 5 year horizon – 2025, therefore there is a need to consider short / to medium term disruptors.

The economic impact – How would this be measured?. Businesses will see the LEZ as detrimental, but more enlightened businesses will see the benefits of a healthy and clean environment. How do we quantify against the measures?. Qualitative survey of businesses.

How will footfall be affected?– the number of people coming into the city centre.

Annual survey – monitoring the number of people coming into the city centre so that you can understand the wider impacts of LEZ. Success factors – is it being successful in driving people on to bus / active travel? It does need to be a monitoring exercise – work ongoing will help understand success factors.

Think about mode split and proportions. Impact of Covid – 50% of employment within region in the city, acceleration in changes in retail. Maybe not quite as busy as before. Might skew impacts of monitoring. i.e. a reduction in footfall is due to Covid and changing retail, not the LEZ.

Demand level, Covid has had a significant impact. Do we still need an LEZ, will air quality still be an issue? Need to justify why we are proceeding with an LEZ.

Covid scenarios – potential reduced PT.

Need to consider fleet composition. Fleet turn-over slowdown so improvements take place more slowly or else a reduced fleet size means the withdrawal of older vehicles. Could go either way.

Important to reference a no LEZ scenario.

Fleet composition – an output or an input to the different scenarios.

Other views from different groups – business, equality.



Total travel demand – similar if not more, albeit by different modes.

Only a third of particulates come from the exhaust pipe. Diesel and electric cars are heavier, increasing tyre wear. Making the fleet cleaner is important, but there is a need to reduce traffic volumes as well.

Glasgow

Should the LEZ parameters be reviewed as a result of the pandemic? If we are successful in reducing emissions to acceptable levels, can the restrictions be extended further? We still need a scheme to implement with the current fleet/emissions. We should consider the future changes and how they impact on the case for the LEZ.

LEZ useful to ringfence the City Centre. We need to consider what is throttling the use of new initiatives. Considering normal working patterns, should we look at transition points such as travel hubs and parking strategies?.

The LEZ main purpose is to reduce NOX emissions and we need to meet the transport targets. Euro 3 buses will have to be replaced as they cannot be retro-fitted. Meeting Euro 6 bus fleet needs significant investment from the bus companies. The movement towards low emissions targets requires a number of initiatives.

Is the LEZ out of date with the new emerging technologies? Do we have the opportunity to move to zero emission zones? Do we review in the future or introduce more stricter restrictions?. At this time, there is no mechanism to introduce zero emission zones although there are discussions on this concept. There is still a case for the LEZ and it is acknowledged that the future is uncertain post-Covid with journeys to work and retail. There is a risk of challenge if uncertainty has not been considered.

GCC have been working with the taxi fleet to meet the LEZ requirement. With taxi being small businesses this is a huge investment and they have been hit hard post-Covid. Taxi fleet is needed to transport vulnerable users, so they are essential to the public transport network.

Given the unprecedented improvement in air quality during travel restrictions, could we increase the standards that are required to improve air quality?. This improvement could be short lived as the restrictions are lifted.

Complimentary measures will be needed to support the LEZ to reduce travel into the city centre. This improves the city centre environment and maintains high air quality.

- 3.2.2 The resulting output metrics that have been informed from the stakeholder workshops and the consultants involved in the LEZ business case activities are presented in Table 3. This includes Carbon which is a requirement of the Transport Act and recognises the importance of all people including active travel trips travelling into and within the city centres.



Table 3. Output Metrics

CITY	METRICS
Dundee, Aberdeen, Edinburgh, Glasgow	<ul style="list-style-type: none"> ○ Change in emissions in the LEZ area: <ul style="list-style-type: none"> ● NOX / PM ● Carbon ○ Change to traffic volume: <ul style="list-style-type: none"> ● Active Travel ● Cars ● Taxis ● LGVs ● HGVs ● Buses



4. INPUT DISRUPTORS

4.1 Scene Setting

4.1.1 As an introduction to the second break-out session, workshop attendees were reminded that for the input disruptors:

- The drivers of change of immediate interest are those disruptors that most influence the output measures that we prioritise
- Some disruptors will be external e.g. population change, and others will be internal i.e. within the control or influence of the Council. This process considers more of a spectrum ranging from truly external to ones totally in control of council with many being a combination of both
- Some disruptors will be more uncertain than others
- Some candidate disruptors are themselves a product of others e.g. an increase in e-shopping and an increase in homeworking contribute as drivers of declining person trip rate
- It is helpful to have confidence that some evidence exists concerning how a disruptor’s value has been changing over time to date (and any existing attempts to project forward in time).

4.1.2 The initial list of drivers presented are shown in Table 4.

Table 4. Initial Disruptors

CITY	DISRUPTORS
All 4 Cities	<ul style="list-style-type: none"> ● Travel demand to/from existing premises – commute (e.g. reduced employment) ● Travel demand to/from existing premises – commute (e.g. more home working) ● Car travel demand to/from existing premises - shopping (e.g. more on-line and out-of-town shopping) ● Impact on proposed bus fleet upgrades (existing fleet conversions) ● Bus users switch to private car ● Impact on bus patronage (related to social distancing factors) ● Public appetite for Air Quality measures post-Covid?

4.2 Discussion

4.2.1 Throughout the workshops, there were periods of collective discussion on what the future may look like and the associated factors that could influence a particular outcome. In the same vein, there was also an insight into the future which stakeholders wanted to see.

4.2.2 These discussions were important in understanding the sort of futures which appear plausible and the factors, outside transport, which may influence them. Below is a summary of the observations from each group.



Dundee

Travel Demand to and from existing premises – commute. It's not just reduced employment it's a change in use or type of shops. There will be change in the city centre but uncertain what form it will take. Within the council, there is a drive to working from home and this has been accelerated and will continue. The type of employment may change .e.g. the percentage of office employment differs across different cities e.g. Edinburgh ~42% and Dundee ~20%. People working from home impacts on footfall in city centre.

People who work closer to work will be more inclined to commute and those further away will commute less/work from home more.

DCC has an objective to increase the number of people living, working and visiting Dundee. How this materialises is unknown. There could be increased residential within City centres to help improve the vitality of the city centre.

We have policies on reducing the need to travel however, now we have lots of people working from home. The question to answer is what do you want the city to look like? There are lots of pushes and pulls.

Online shopping could be a significant driver as people want to avoid busy city centres. Less so for the out of town shopping, however, there are out of town food shopping outlets.

'Twenty minutes neighbourhood' is a developing concept where people have access to all amenities they need, however, this is not necessarily developed enough to be considered in this exercise.

This information will be used to shape the range of plausible futures scenarios, for example, scenarios with high levels to and from existing retail, or the opposite. These will consider the issues discussed through the scenario narrative within this process.

One consideration is the number of bus services that may reduce within Dundee, so the ability to use the bus could be impacted i.e. the bus network. Bus operations may be more important than the fleet upgrade. Buses are still a major contributor of air pollution.

There is a boom in 2nd hand car sales just now and in time more people will be able to buy compliant vehicles. People may switch to the private car in the short term but in the longer term it is uncertain.

We should be cautious of what disruptors we use because the design life of the LEZ is limited. The earlier years of the post-Covid impacts could include a hangover from Covid impacts for example, social distancing/usage on buses.

We should be mindful of the different sectors of the population, specifically more vulnerable people who need to travel and its impact on buses and taxis, for example, considering taxi usage within the disruptors.

We should ensure that the plausible scenarios include shifts in travel, which is plausible within the time horizons we are considering.

Things will not go back to normal after Covid and the future will be different, moving forward.



Post Covid, the public appetite will affect the public in different ways, for example, the business community will be against anything that reduces footfall, however local residents may support LEZ's. The relevance of this as a disruptor is it could be used to describe the narrative which will influence the direction of travel.

Road user charging has featured in the media due to loss in taxation revenue with the uptake in electric vehicles. Is this not a disruptor?.

What are the timescales for this exercise? In 10 years' time an LEZ will not be required. We are trying to consider the impact of uncertainty on the process within the short to medium term e.g. 2-6 years. An outcome will be informing the lifespan of the LEZ.

General agreement that we should capture the uncertainty in fleet changes over the period being considered.

Aberdeen

The city centre could return to pre-Covid conditions, however, there could be reduced traffic and increased pedestrians in in the city centre. This is accompanied with a change in the city centre economy, however, the focus should be on a vibrant and attractive place to visit which is not car dominated.

The City Centre Masterplan (CCMP) may not arrive in time to impact on the LEZ and improve the air quality. Aberdeen is not significantly exceeding air quality levels and it is not clear on the confidence we have on the decision making process.

A concern is the strength of the recovery may not be sufficient to realise the vision of the City Centre Masterplan i.e. less people going into the city centre. The policy interventions as a result may not be as radical as is necessary.

With an LEZ in place, the city centre could provide a calmer environment with quieter traffic. This results in a better place to visit. The CCMP communication could be strengthened to let everyone know that it is coming.

We need to be aware of unintended consequences with online shopping, so the city centre will become more leisure and entertainment based. The change in culture could impact on social inclusion.

There still needs to be accessibility to the city centre and Covid has impacted on public transport, which has been an alternative method of access. The long term impact on PT could impact on PT provision and confidence in public transport.

Cities will adapt in the post-Covid world. Office working will change and as a result footfall and office rents will fall, which results in potential change in use. The fleet composition would impact on the LEZ. Need to make Aberdeen an attractive place to visit for leisure and retail, noting that it has a regional draw.

Nervous of the worst case scenario where traffic levels have return close to pre-Covid levels but this is not reflected in the city centre activity. With increase in online shopping, this could increase delivery trips. If all offices return to normal, what will happen to the trip levels?

The long term vision is clear however there may be some short term pain. For the LEZ to work the supporting infrastructure must be in place to support it e.g. bus lanes, cycling.

Edinburgh

Changes were happening but Covid has accelerated the process. Increase density of office use.

Retail already moving to online but more experiential type offer.

May be a city centre renaissance – keen to get back to enjoy the social activities and cultural life that has been missing. What does the city need to do to reflect that?.

Not a lot, the city was already geared up to cater for large numbers of people.

Place and place management – how do we continue to have a very attractive place for people to be in and how do we continue to manage – a busy animated city centre?.

Children and young families tend to go the Fort / Gyle. It's about having a day out. Retail food, cinema in a good environment, easy to access. City centre is a fantastic arena but Princes St is pretty scruffy really and the public realm is poor. Level of bus activity means that on a warm day, air quality really is an issue.

Better access – tram and active travel promote it as somewhere good to go and a relaxing experience.

Use City Mobility Plan, City Centre Transformation and the LEZ to encourage change. Big chain stores are closing or moving online, there is a need to encourage a broader mix of businesses. Could buildings be specialist stores rather than one big store?.

Piece of work around Princes St – what is the right use of the buildings going forward?.

Christmas markets could be split up more. Tourism is all so concentrated. Use events to draw people to different parts of the city centre.

Create the environment. Deal with busyness of the traffic, dealing with the accessibility, dealing with the air quality, would really underpin the city centre.

Way people travel to city centre may change – public transport to leisure.

A lot investment is going on the city centre – Edinburgh St James, tram and Haymarket which should help support growth.

LEZ is one of the many tools to create the environment that people want to come to the city more attractive.

Edinburgh St James with 1,500 spaces is a concern.

Traffic diversion – where does it go?. Impact on the LEZ boundary. Better planning within the city centre – interface between traffic and PPZ.

Strong policy provision.

Improve the environment, if the shops and attractions aren't there people won't go. The LEZ needs to help create a better environment.

Tourism is important but need to provide a balance with local residents. City centre needs to remain relevant to everyone, young and old.



Night life currently gone but needs to be encouraged to return.

Impact on offices and shops.

Glasgow

Taxi trade has been decimated by Covid, and this may change the landscape of how the city centre will look like. The city centre will recover to a degree as we are creatures of habit. People may look at alternative methods of travel e.g. active travel, and reallocation of road space, and public transport should support this and provide connectivity to get to and from the city centre.

Very uncertain, and beyond the LEZ, reduced vehicle travel in the city centre is needed. The temporary spaces for people measures may become permanent and people will realise that there are alternatives to the private car.

Following Covid, there is likely to be a reduced workforce (and resulting office space) in the city centre with more working from home. This space needs to be reallocated to other uses. The knock-on effect of reduced office space will impact on supporting businesses e.g. food retail. There may be a reduction in cars in the city centre, however, there should be more spaces for the disabled. Promoting car clubs in the city to dissuade owning a car.

There will be a degree of returning to city centre working. There should be reductions in parking in the city centre and the urban villages. More priority should be given to bus provision especially from the urban villages as they provide a service for the vulnerable. Reductions in bus services would have a disproportionate impact on vulnerable people.

The population will not give up their car (ownership) but hopefully for longer journeys. The reallocation of road space (e.g. avenues) will restrict cars but bus service provision is required to maintain the vitality of the city centre.

Covid is accelerating what is everyone is trying to achieve in Glasgow.

A decline in retail post-Covid with an increased social activity in the city centre. We need to keep the city centre vibrant and easy to get to. Reallocation of road space has helped make progress. Need to get people onto public transport.

Following a downturn, there is usually an explosion of activity, for example, the retail centre. The office space will be taken up by others business and finance centres will remain. There will still be residential and the universities will remain. There are more shared surfaces which are not clogging up the network but restricting vehicle movements. Capping the M8 and providing car parking spaces. The city will recover but it will likely be different.

Looking towards a Carbon neutral city by 2030. Retail unit may be replaced by start-up companies and a regeneration of the city will be actioned. Transport Hubs will have a massive part to play and innovated approaches to travel within the city and looking at the last mile deliveries.

There will be a massive reduction in parking spaces in the city centre e.g. spaces for people impacts. There may be more bus gates, electric vehicle and car club parking. There may be an emissions based parking permit scheme to manage demand to the city centre.



Don't want the city centre to back to the way it was. The temporary measures for spaces for people are not attractive, however once they are made permanent they can be made more attractive. The priorities in the future will reflect the travel hierarchy. Difficult decisions ahead for the local authorities. Last mile deliveries and bus service provision are very important. What happens after bus current Covid bus services subsidies are removed? Fearful of the risk to deprived areas and vulnerable people.

Should be asking economic development and retail representatives to get the opinion from other organisations. We have input from economic development in other cities and we are seeing common opinions which apply to Glasgow.

Considering Covid and climate change the LDP want to deliver an increase in residents within the city. These resident need access to transport so a car free city centre is a challenge. Safe and secure parking hubs outside the centre? Retail and office space will continue in the city centre, especially where money is involved. Young people will be desperate to get back into society.

Less traffic, more pedestrianisation and safe route activity within the city. Concerned about more working from home and the effect this will have on the city centre.

Higher priority for walking and cycling with spaces for people and cleaner buses in the future with lower private car use.

4.3 Shortlisting of Input Drivers

- 4.3.1 Prior to the workshop, a list of 54 possible input drivers, separated into eight themes, were identified by both SYSTRA and Jacobs staff, who are directly involved in the detailed LEZ modelling and appraisal.
- 4.3.2 This list was circulated to the stakeholders ahead of each workshop, where they were requested to review the list of disruptors and add any they felt were missing, then score each disruptor in terms of likelihood and impact (1-lowest and 10 highest). The purpose of this task was to sift out the most important drivers of uncertainty from the stakeholders' perspectives and present these at the workshop for refinement and confirmation.
- 4.3.3 It was acknowledged that the period in which the current LEZ would remain applicable is uncertain, but limited, given the continued uptake of compliant vehicles within the vehicle fleet. As such, the disruptors should be considered within a three to ten year time horizon.
- 4.3.4 During the workshop, the disruptors presented in Table 5 were agreed. Further post-workshop feedback on the disruptors within the workshop has resulted in the following additions to the list of disruptors:

Dundee

- Changes to the function of office space (shared offices / hired office space)

Aberdeen

- Impact on bus patronage (related to social distancing factors)

Edinburgh

- Changing balance between visitors and residents
- Speed of transition to electric cars, taxis and LGVs

Glasgow

- No changes proposed



Table 5. Agreed Disruptors

CITY	DISRUPTORS
Dundee	<ul style="list-style-type: none"> ● Travel demand to/from existing premises – commute (e.g. reduced employment) ● Travel demand to/from existing premises – commute (e.g. more home working) ● Car travel demand to/from existing premises - shopping (e.g. more on-line and out-of-town shopping) ● Impact on proposed bus fleet upgrades (existing fleet conversions) ● Bus users switch to private car ● Impact on bus patronage (related to social distancing factors) ● Public appetite for air quality measures post-Covid?
Aberdeen	<ul style="list-style-type: none"> ● Travel demand to/from existing premises – commute (e.g. more home working) ● Travel demand to/from existing premises – commute (e.g. more internet-based) ● Car travel demand to/from existing premises - shopping (e.g. more on-line and out-of-town shopping) ● Impact on proposed bus fleet upgrades (existing fleet conversions) ● Changes to the function of office space (shared offices / hired office space) ● Impact on economy
Edinburgh	<ul style="list-style-type: none"> ● Travel demand – change in commuting patterns (e.g. more home working / internet based) ● Car travel demand – change in shopping patterns, convenience and comparison goods (e.g. more on-line and out-of-town shopping) ● Changing balance between visitors and residents ● Impact on proposed bus fleet investment (including fully electric vehicles e.g. Service 30) ● Speed of transition to electric cars, taxis and LGVs ● Changes to the function of office space (shared offices / hired office space)
Glasgow	<ul style="list-style-type: none"> ● Impact on proposed bus fleet upgrades (existing fleet conversions) ● Increase in new purchase of low carbon vehicles ● Decrease in purchase of diesel vehicles ● Impact on bus patronage (related to social distancing factors) ● Changes to the function of office space (shared offices / hired office space) ● Shift in policy (further) towards sustainable/healthier modes (walk/cycle) ● Delay on committed infrastructure schemes

4.3.5 A full list of the disruptors is presented in **Appendix B** along with the average stakeholder scoring. The highlighted scores indicated the highest ranking disruptors which have been considered.



4.3.6 The feedback received on the disruptors has resulted in the following changes to the list of disruptors. The final list of Drivers are presented in the following tables. This list broadly aligns with the scoring in Appendix B:

Dundee

- Changes to the function of office space (shared offices / hired office space)
- Impact on proposed bus operations
- Changes in fleet composition

Table 6. Final Dundee Disruptors

CITY	DISRUPTORS
Dundee	<ul style="list-style-type: none"> ● Travel demand to/from existing premises – commute ● Car travel demand to/from existing premises - shopping ● Impact on proposed bus operations ● Changes in fleet composition ● Impact on bus patronage related to social distancing factors ● Public appetite for Air Quality measures post-Covid?

Aberdeen

- Impact on bus patronage (related to social distancing factors)
- Impact on wider economy rather than specifically oil

Table 7. Final Aberdeen Disruptors

CITY	DISRUPTORS
Aberdeen	<ul style="list-style-type: none"> ● Travel demand to/from existing premises – commute ● Car travel demand to/from existing premises - shopping ● Impact on bus patronage ● Impact on proposed bus fleet upgrades ● Changes to the function of office space ● Impact on wider Aberdeen economy

Edinburgh

Table 8. Final Edinburgh Disruptors

CITY	DISRUPTORS
Edinburgh	<ul style="list-style-type: none"> ● Travel demand to/from existing premises – commute ● Car travel demand to/from existing premises - shopping ● Changing balance between visitors and residents ● Impact on proposed bus fleet investment ● Speed of transition to electric cars, taxis and LGVs



Glasgow

- Decrease in new diesel cars not specifically due to Covid but will be maintained.

Table 9. Final Glasgow Disruptors

CITY	DISRUPTORS
Glasgow	<ul style="list-style-type: none">● Impact on proposed bus fleet upgrades● Increase in new purchase of low carbon vehicles● Decrease in purchase of diesel vehicles● Impact on bus patronage● Changes to the function of office space● Shift in policy (further) towards sustainable/healthier modes● Delay on committed infrastructure schemes

4.4 Workshop Remarks

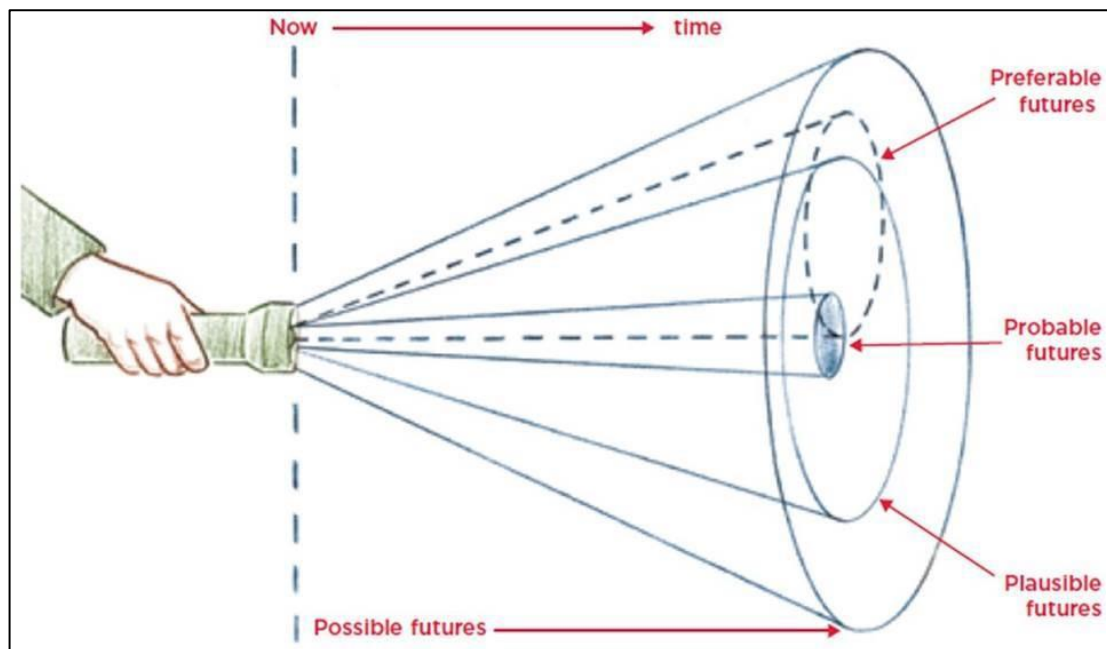
- 4.4.1 The general view was that the workshops have been valuable in understanding the factors that are important to each city and the different views shared on how Cities may look post-Covid. It is important that contact with each local authority is maintained throughout the process.



5. SCENARIO PLANNING APPROACH

5.1 Scenario Planning Principles

- 5.1.1 The high level requirement of the Scenario Planning Process and Tool is to provide a means by which the impacts of the LEZ can be gauged within the context of various uncertain plausible futures.
- 5.1.2 To understand uncertainty within the context of the LEZ, multiple plausible futures were developed with knowledge of the variables and relationships but not necessarily the confidence in the magnitude of the uncertainty. The different types of future that have been considered and where Scenario Planning flourishes is illustrated below¹.



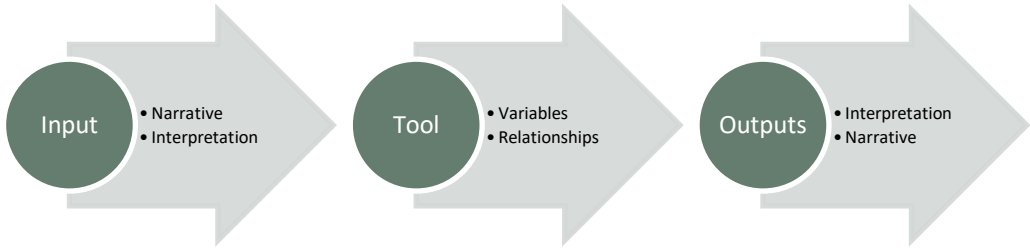
- 5.1.3 The inputs to the Tool i.e. the make-up of the plausible futures, were defined by the uncertainty drivers defined and agreed by the stakeholders. The Tool functions by using information and known relationships from complex models, such as the traffic and urban air quality models, to predict how well (or otherwise) the outputs of a potential LEZ scheme might align with the LEZ objectives.
- 5.1.4 It should be recognised that the Process and Tool attempts to use current understanding and relationships to predict answers to qualitative, future-facing questions. There are different possible approaches that could influence how a Scenario Planning Process and Tool is developed and this is discussed further in the process adopted for the Nation Transport Strategy².
- 5.1.5 The work undertaken to date on the LEZ schemes point towards a '*preferred future*'. Scenario Planning can allow for the identification of those *probable, plausible or possible futures* which overlap with the '*preferred future*'.

¹ Image reproduced from https://media.nesta.org.uk/documents/dont_stop_thinking_about_tomorrow.pdf

² <https://www.transport.gov.scot/publication/scenario-planning-process-report/>

5.2 Scenario Planning Process and Tool

- 5.2.1 The Scenario Planning Process allows a range of plausible future scenarios to be defined using various important and likely disruptors. Each scenario is defined using a range of inputs (whether quantitative or qualitative) derived from an input narrative which are applied to the Scenario Planning Tool. The Scenario Planning Tool is a simple spreadsheet model that links the inputs and metrics using known relationships. Outputs for each scenario are generated by the tool and these are integrated into the scenario narrative. These scenarios, or a subset of, are used as a reference case where a scheme or in this case, the LEZ, is applied to understand how it performs in the context of each scenario.
- 5.2.2 The impact of the LEZ is quantified by understanding and predicting the impact (again, quantitative or qualitative) it will have on each scenario. The Scenario Planning Tool quantifies the impact of the LEZ scheme and the metrics from the Scenario Planning Tool are then translated back into an output narrative to complement the input narrative.
- 5.2.3 The process, illustrated below provides an opportunity to think through:
 - Who will be impacted on by the LEZ and how will they be affected;
 - Which of the outcomes will the LEZ support
 - Whether the LEZ likely presents any tensions/negative impacts on the outcomes.



- 5.2.4 The process includes an opportunity to document any evidence to support the conclusion that the LEZ will have an impact on the agreed outcomes in the manner intended or if any further detailed modelling is required.
- 5.2.5 The Scenario Planning Tool is designed to complement the work undertaken to date and understand if any further modelling of the LEZ schemes is required to consider uncertainty.



6. PLAUSIBLE FUTURES TESTING

6.1 Disruptors

- 6.1.1 A review of the disruptors for each city combined with the discussions surrounding them within the workshops confirmed that whilst there were subtle differences between the cities the themes were common. With this in mind, a generic list of disruptors was defined (A to L) which are seen as suitably representative to be used for all the cities. This is presented in Table 10.

Table 10. Generic Disruptors

Derived Disruptors (Dundee)	Derived Disruptors (Aberdeen)	Derived Disruptors (Glasgow)	Derived Disruptors (Edinburgh)	Final Generic Disruptors	
Travel demand to/from existing premises – commute	Travel demand to/from existing premises – commute		Travel demand – change in commuting patterns (e.g. more home working / internet based)	Travel demand to/from existing premises – commute	A
Car travel demand to/from existing premises - shopping	Car travel demand to/from existing premises - shopping		Car travel demand – change in shopping patterns, convenience and comparison goods (e.g. more on-line and out-of-town shopping)	Travel demand to/from existing premises - shopping	B
Impact on proposed bus operations				Impact on proposed bus operations	C
Changes in fleet composition	Impact on proposed bus fleet upgrades	Impact on proposed bus fleet upgrades	Speed of transition to electric cars, taxis and LGVs	Changes in fleet composition	D
		Increase in new purchase of low carbon vehicles	Impact on proposed bus fleet upgrades		E
		Decrease in purchase of diesel vehicles			F
Impact on bus patronage related to social distancing factors	Impact on bus patronage	Impact on bus patronage		Impact on bus patronage	G
Public appetite for Air Quality measures post-Covid?				Public appetite for Air Quality measures post-Covid?	H
	Changes to the function of office space	Changes to the function of office space	Changes to the function of office space (shared offices / hired office space)	Changes to the function of office space	I
	Impact on wider Aberdeen economy		Changing balance between visitors and residents	Impact on wider economy	J
		Shift in policy (further) towards sustainable/healthier modes		Shift in policy (further) towards sustainable/healthier modes	K
		Delay on committed infrastructure schemes		Delay on committed infrastructure schemes	L

6.2 Output Metrics

- 6.2.1 The output metrics are used to understand the performance of the city centre in each of the plausible future scenarios with consideration of the LEZ objectives. The two broad categories are: emissions and vehicular traffic, which represents the indicators for the LEZ objectives for each city; Aberdeen, Dundee, Edinburgh and Glasgow, presented in Table 1.

6.3 Scenario Planning Tool

6.3.1 An important aspect of the tool is that there is a level of judgment when populating inputs and interpreting the outputs. The tool is designed to inform the likely LEZ outcomes, not precisely measure the impact of an LEZ. The tool has been tested in advance of active use to ensure it is producing intuitive results which are credible, coherent and comprehensible. Examples are discussed in Section 5.5.3.

6.3.2 As discussed previously, the structure of the tool comprises three core elements:

- Inputs;
- Impacts; and
- Metrics.

6.3.3 Again, the application of the tool uses these elements to form a more comprehensive structure:

- Plausible Future Inputs;
- Plausible Future Assessment;
- LEZ Inputs; and
- LEZ Future Assessment.

6.4 Plausible Scenarios

6.4.1 The most likely disruptors (A to L in Table 10) which will have the biggest impact, are individually scored using a 7 point scale (from -3 to 3) to understand any change will have on emissions and travel demand .

6.4.2 The next stage is to consider the relationships between each disruptors, e.g. what disruptors are linked with other disruptors? For example, changes to travel demand for commuting could be linked with changes to bus operations and travel demand for shopping, amongst others. Table 11 details the proposed relationships (1 denotes a relationship, 0 denotes no plausible relationship) identified between the disruptors which have been used to derived the plausible future scenarios.

6.4.3 An example of the relationships between the disruptors being used to derive plausible scenarios is starting with Disruptor A. Table 11 confirms that A could be linked with B, B is linked with C, C is linked with H. This linkage creates a plausible scenario, with a narrative: *Increased travel demand (commuting) resulting in increased travel demand (shopping), improved bus operations and more buoyant economy.* Different plausible scenarios can be developed from each disruptor or 'Driver' (Driver being the initial disruptor that drives the scenario).



Table 11. Disruptor Relationships

Affector	Affected	A	B	C	D	E	F	G	H	I	J
Variant	Disruptor Relationship = No, 1 = Yes	Increased Travel demand to/from existing premises – commute	Increased Travel demand to/from existing premises – shopping	Reduced proposed bus operations	Improved in fleet composition/compliance level	Impact of social distancing on bus patronage	Improved Public appetite for Air Quality measures post-Covid?	Changes to the function of office space e.g. Reduced office space transferred to residential/Retail	Boyant wider economy	Further Shift in policy towards sustainable/healthier modes	Delay on committed infrastructure schemes
A	Increased Travel demand to/from existing premises – commute	0	1	1	0	0	1	1	0	0	0
B	Increased Travel demand to/from existing premises – shopping	1	0	1	0	0	1	0	0	0	0
C	Reduced proposed bus operations	1	1	0	1	0	0	0	1	1	0
D	Improved in fleet composition/compliance level	0	0	0	0	0	1	0	0	1	0
E	Impact of social distancing on bus patronage	1	1	1	0	0	0	1	1	0	0
F	Improved Public appetite for Air Quality measures post-Covid?	0	0	0	0	0	0	0	0	1	1
G	Changes to the function of office space e.g. Reduced office space transferred to residential/Retail	1	1	1	0	0	1	0	0	1	1
H	Boyant wider economy	1	1	1	1	0	0	0	0	0	1
I	Further Shift in policy towards sustainable/healthier modes	0	0	1	1	0	1	0	0	0	1
J	Delay on committed infrastructure schemes	0	0	0	0	0	1	0	0	1	0



- 6.4.4 A total of 40 plausible future scenarios were created (10 Drivers with 4 variations in direction) with a short descriptive narrative and a corresponding set of input parameter values for each. Each plausible future was fed into the Scenario Planning Tool to confirm the logical nature of their metrics.
- 6.4.5 For example, for Driver A being the primary influence, the 4 scenario variants were:
- **A1: 'Optimistic Outcome'** –
A buoyant economy increases travel demand (commuting) resulting in increased travel demand (shopping), improved bus operations and continued investment in network infrastructure improvements
 - **A2: 'Realistic Downturn'** –
Following an economic downturn, decreased travel demand (commuting) resulting in decreased travel demand (shopping), results in reduced bus operations
 - **A3: 'Placemaking Outcome'**–
Post-Covid, decreased travel demand (commuting) results in reduced office space. This change in city centre function from office to retail / residential helps placemaking in the city centre area. From this, the public appetite for air quality measures becomes more important, which may lead to further shift in policy for sustainable transport and fast-tracking of sustainable transport schemes
 - **A4: 'Alternative Impact of Increase in Commuting'**
Increased travel demand (commuting) resulting in normal or increased function of office space (not working at home as much as during COVID). Bus demand (& operations) would be retained with non-compliant buses remaining on the network, resulting in poorer air quality out-with core city centre area. This may force Local Authorities/Government to shift policy further to more healthier modes / improve fleet
- 6.4.6 The scenario planning tool calculates a score for each scenario, using the 7 point scale score (-3 to 3) for each disruptor.
- 6.4.7 Using the above example Scenario A1, the cumulative impact score was calculated as detailed in Table 12. Note the polarity application (or direction of travel) to the score for each disruptor. The resulta score for scenario A1 was 12 for emissions and 17 for traffic volumes, with a combined total of 29.
- 6.4.8 Each scenario Driver with four plausible future is illustrated in Table 13 along with the respective scoring for emissions and travel volumes.



Table 12. Example of Scenario Scoring (Scenario A1)

Polarity	Scenarios	NOX emissions in the LEZ area:		Active	Cars	Taxis	LGVs	HGVs	Buses
		Carbon	Travel						
1	1 Increased Travel demand to/from existing premises – commute	3	1	1	2	1	0	0	0
1	2 Increased Travel demand to/from existing premises - shopping	3	1	1	2	1	0	0	0
-1	3 Reduced proposed bus operations	-2	-1	1	1	1	0	0	-2
1	8 Boyant wider economy	2	1	1	2	1	2	2	1
-1	10 Delay on committed infrastructure schemes	1	1	-2	1	1	0	0	-1
	Sum	9	3	4	4	1	2	2	4
	Emissions Total		12						
	Travel Volumes								17



Table 13. Extended List of Plausible Futures

SCENARIO			CUMULATIVE IMPACT		
Scenario Driver	Scenario Detail	Scenario Variant	Emissions	Travel Volumes	TOTAL
A	Increased Travel demand to/from existing premises – commute	A1	12	17	29
		A2	-12	-17	-29
		A3	-12	-1	-13
		A4	9	2	11
B	Increased Travel demand to/from existing premises - shopping	B1	6	13	19
		B2	-7	2	-5
		B3	-12	-16	-28
		B4	-2	5	3
C	Reduced proposed bus operations	C1	-9	2	-7
		C2	1	5	6
		C3	-11	-1	-12
		C4	0	15	15
D	Improved in fleet composition/compliance level	D1	-8	2	-6
		D2	-7	-3	-10
		D3	2	-2	0
		D4	-2	-8	-10
E	Impact of social distancing on bus patronage	E1	3	6	9
		E2	1	-3	-2
		E3	1	8	9
		E4	-11	0	-11
F	Improved Public appetite for Air Quality measures post-Covid?	F1	-6	1	-5
		F2	6	-1	5
		F3	-5	3	-2
		F4	-7	-3	-10
G	Changes to the function of office space e.g. Reduced office space transferred to residential/Retail	G1	-11	-8	-19
		G2	1	0	1
		G3	-5	1	-4
		G4	3	4	7
H	Boyant wider economy	H1	-3	11	8
		H2	2	9	11
		H3	9	18	27
		H4	3	-11	-8
I	Further Shift in policy towards sustainable/healthier modes	I1	-8	2	-6
		I2	-7	-9	-16
		I3	-6	2	-4
		I4	6	-2	4
J	Delay on committed infrastructure schemes	J1	6	-2	4
		J2	-4	0	-4
		J3	-7	-8	-15
		J4	-8	2	-6

6.4.9 Any With-LEZ scenario can then be compared with its corresponding without-LEZ plausible future, to understand the predicted its impact.



6.4.10 In order to sift the above list of plausible scenarios into a more concise set of scenarios which encompass the range of emissions and travel relationships, Figure 1 illustrates the criteria for selection (one scenario for each quadrant).

Emissions	Trips
+	+
+	-
-	+
-	-

Figure 1. Scenario Sifting Criteria

6.4.11 Four short listed scenarios were identified to reflect the different viewpoint in terms of both emissions and trip making i.e. one scenario from each quadrant, (illustrated in Figure 2). The specific scenario selected does not necessarily have to be the worst case in each quadrant, only the direction of travel is important at this stage e.g. low emissions and reduced trips.

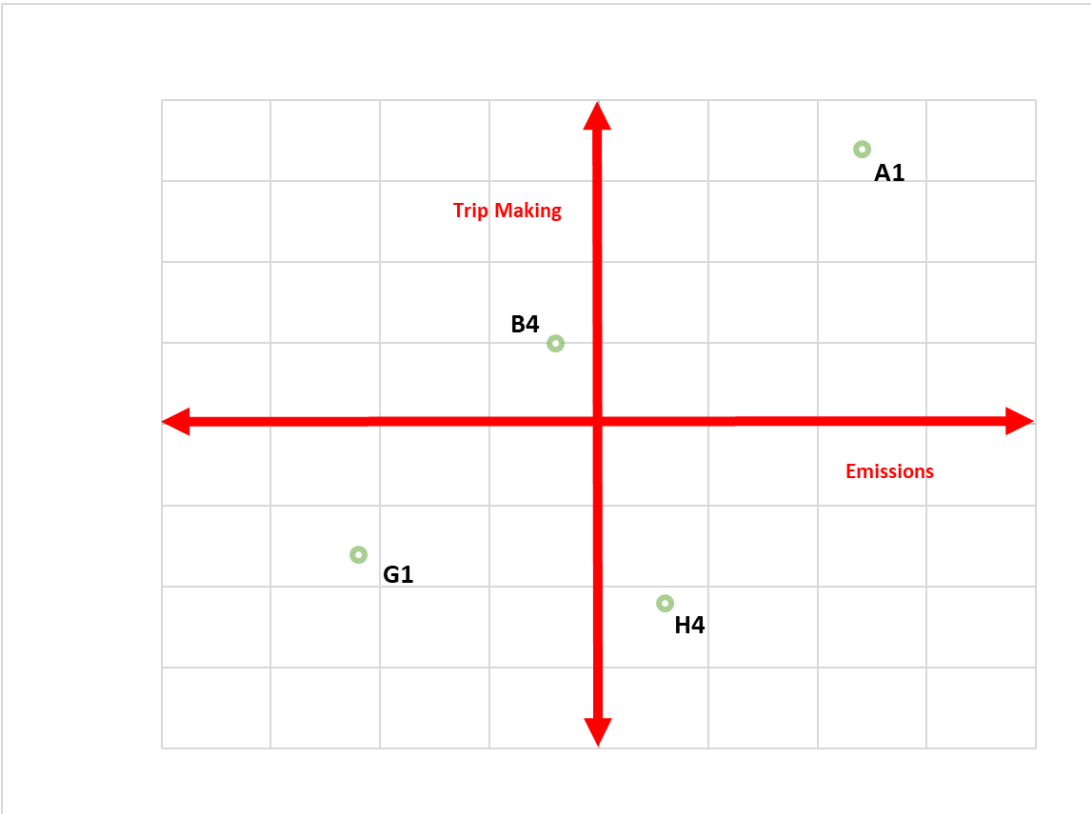


Figure 2. Four Short-listed Futures

6.4.12 The scenario names detailed in Figure 2 correspond with the variants listed in Table 13.

6.4.13 Each scenario provides an insight into what a future could look like in terms of differing outcomes. The narrative which defines the four plausible futures therefore were:

- A1: ‘Bounce Back’ - Increased commuting and retail travel demand, improved bus operations and more buoyant economy along with a suppressed enthusiasm for compliant vehicles.



- H4: 'Coping as Best We Can' - A poorly performing economy results in delayed infrastructure investment, a lack of shift to healthier modes and fleet, and a lack of appetite for additional air quality measures
- G1: 'Brave New World' - Following Covid there has been a reduction in office space which has transferred to other uses. With this a general reduction in traffic in the city centre for both commuting and shopping, however the uptake in compliant vehicles continues.
- B4: 'It Could Have Been Worse' - Increased retail travel demand resulting in increased congestion however public appetite for further Air Quality measures, which supports further policy shift towards more sustainable measures including a zero-Carbon fleet.

6.4.14 Each of the four pre-defined plausible futures have been run through the tool in preparation for testing the LEZ. The performance of each scenario against transport policy has been illustrated in RBG in Figure 3 and Table 14 as follows:

- Red – Negative effect (Score <-1)
- Blue – Neutral i.e. little change (Score of -1 to 1)
- Green – Positive effect (Score >1)

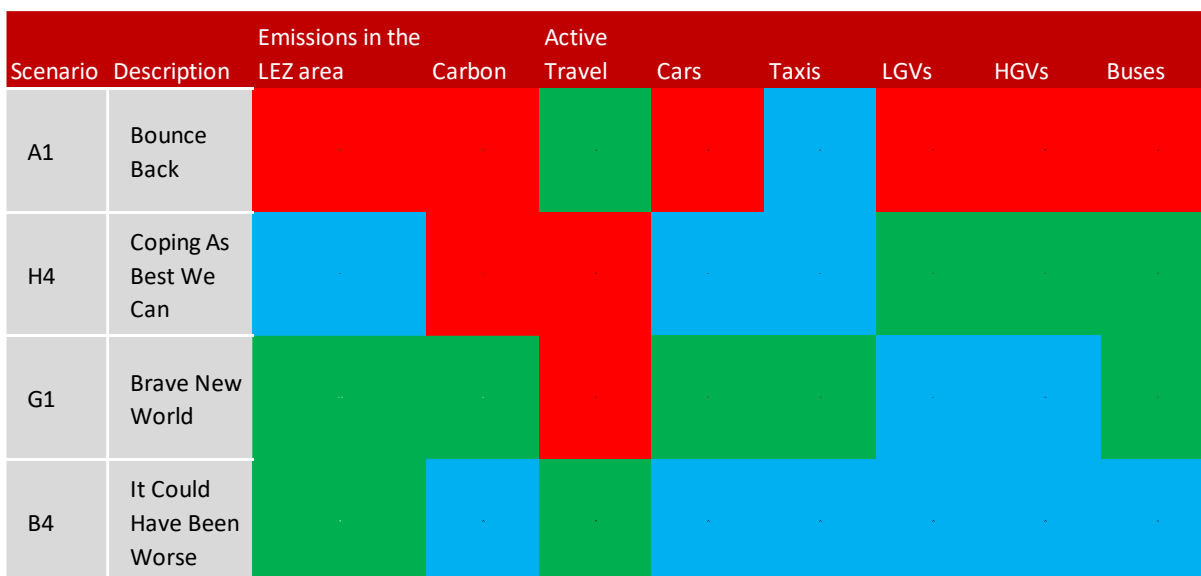


Figure 3. RBG Plausible Without-LEZ Scenarios

Table 14. Plausible Without-LEZ Scoring

Scenario	NOX emissions in the LEZ area:		Active Travel	Cars	Taxis	LGVs	HGVs	Buses
		Carbon						
A1	9	3	4	4	1	2	2	4
H4	1	2	-7	1	1	-2	-2	-2
G1	-10	-1	-3	-2	-2	1	0	-2
B4	-2	0	5	0	0	0	0	0



6.5 Testing of LEZ on Different Futures

6.5.1 Following the definition of the without-scheme scenarios, the LEZ scheme will be tested against each scenario. The LEZ Scenario is assumed to deliver the following benefits to the city centres however it is recognised that the impact will vary depending on each scenario:

- Reduction in Emissions
- Increase in Active Travel
- Reduction in car trips
- No change to LGVs, HGVs and Buses (assumed to be compliant)

6.5.2 It is recognised that the LEZ proposals have specific legislation with respect to compliant and non-compliant vehicles. This results in the impact of an LEZ varying depending on each specific scenario.

6.5.3 Table 15 summarises the weighted scoring applied to each of the four scenarios, as a result of the LEZ scheme.

Table 15. Impact of LEZ on Scenario Scoring

Scenario	NOX		Active Travel	Cars	Taxis	LGVs	HGVs	Buses
	emissions in the LEZ area:	Carbon						
A1	-9	2	2	-6	-3	-2	-2	0
H4	-2	1	1	-2	-1	0	0	0
G1	-1	0	0	-1	0	-1	-1	0
B4	-1	0	0	-1	0	-1	-1	0

6.5.4 Table 15 shows, for example, that the LEZ will have a significant impact on NOX emissions in scenario A1 (increased travel demand and emissions) but less so in the other scenarios (where trips or emissions are reduced).

6.5.5 The outcome of this testing of the LEZ, results in impacts against emissions and vehicles as illustrated in Figure 4 and Table 16.



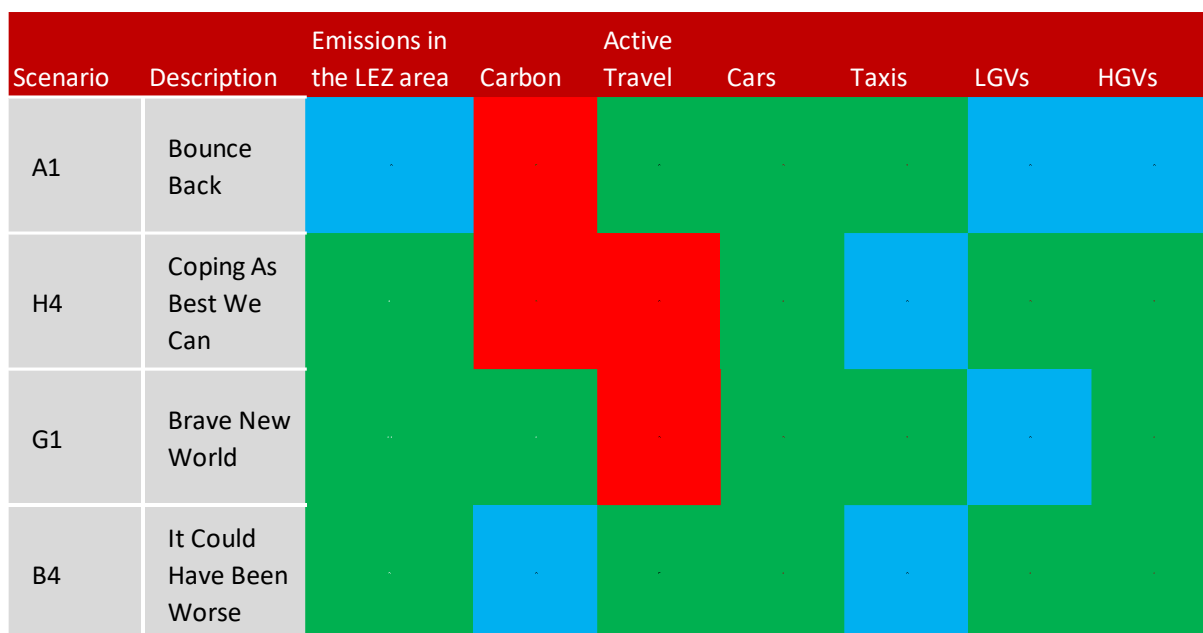


Figure 4. RGB Plausible With-LEZ Futures

Table 16. Plausible With-LEZ Scoring

Scenario	NOX		Active Travel	Cars	Taxis	LGVs	HGVs	Buses
	emissions in the LEZ area:	Carbon						
A1	0	5	6	-2	-2	0	0	4
H4	-1	3	-6	-1	0	-2	-2	-2
G1	-11	-1	-3	-3	-2	0	-1	-2
B4	-3	0	5	-1	0	-1	-1	0

6.5.6 The narrative of the outcome of testing the LEZ against each future is summarised below.

- Scenario A1 'Bounce Back': With the introduction of the LEZ the volume of non-compliant vehicles have reduced which has demonstrated a marked improvement in the NOX levels within the city centre however, traffic will re-route around the city centre. The volume of vehicles within the LEZ area has reduced and active travel has increased as a result.
- Scenario H4 'Coping as Best We Can': The LEZ has reduced the emissions within the LEZ area to an acceptable level however there is still re-routeing vehicles. The reduction in vehicular traffic has reduced below current levels however limited active travel increases have been achieved.
- Scenario G1 'Brave New World' & B4 'It Could Have Been Worse': The emission levels are still at acceptable levels with little change as a result of the LEZ scheme.

6.5.7 Whilst the LEZ may achieve a consistent goal in terms of NOX emissions, it is important to understand that the consequences of a LEZ may vary e.g. re-distribution of traffic effects.



7. CONCLUSIONS & RECOMMENDATIONS

7.1 Conclusions

- 7.1.1 This note sets out the consideration of uncertainty to assist decision makers. Through stakeholder engagement, the most likely disruptors that will have the highest impact have been identified and used to shape plausible futures. In addition, the key metrics have been set out to measure the impact of the LEZ against the objectives.
- 7.1.2 A scenario planning tool has been developed and has explored the scenarios which have resulted in an increase/decrease in emissions and trip making. These scenarios have been used to understand the impact of an LEZ scheme.
- 7.1.3 This process demonstrates that the impact of the Low Emission Zones will vary between each city depending on their specific traffic levels and fleet composition. But importantly, the LEZ will protect the city centres by preventing non-compliant vehicles from entering them.
- 7.1.4 Whilst the impact of the LEZ may vary across each city in terms of NOX emissions, the outcome is likely to be very similar with the level of emissions limited to a reduced value compared to pre-LEZ levels. It is acknowledged that the LEZ will have greater impact in specific future scenarios compared to others, examples of which are discussed below:
- With high levels of compliance and reduced traffic levels, the LEZ may have a limited effect however the LEZ protects the desired outcome with a reduced level of emissions in the city centres. The LEZ does also maintain the momentum of applying legislation to protect the environment.
 - With lower uptake of compliant vehicles, the LEZ provides the mechanism to secure the reduced emissions levels in the future and protect the city centre environment; however, there may be consequences of vehicle re-routeing.
 - With higher traffic levels and the likely increase in volumes of non-compliant vehicles, the LEZ manages the number of non-compliant vehicles entering the city centres, however again there may be consequences of vehicle re-routeing as would be expected of a scheme that prohibits access for non-compliant vehicles.
- 7.1.5 It is acknowledged that where significant traffic re-routing may occur as a result of the LEZ scheme, there may be an increase in the local Carbon footprint. However, this marginal negative consequence of the LEZ proposals should be viewed in the context of the more significant benefits of the scheme for the local air quality.
- 7.1.6 A significant amount of work has been undertaken to date developing models and using one future scenario. The role of the LEZ is clear, as is the understanding of what it may achieve for a city centre, however each future scenario will have varying consequences as a result of the LEZ. To that end, it is suggested that each city should consider modelling alternative scenarios and Section 6.2 sets out potential sensitivity test scenarios that could be considered by each of the four cities.
- 7.1.7 The LEZ objectives across all four cities includes references not only to emissions but other supporting strategies which promote reducing traffic levels, active/sustainable travel, and improving the city centre as a place to visit. This was a consistent theme discussed throughout the consultation workshops and is consider very important when considering uncertainty over what city centres will look like post-Covid. This reiterates the hypothesis that the LEZ should

not be considered in isolation, but is part of an overall strategy to meet the national, regional and local visions for the city centres.

7.2 Recommendations

- 7.2.1 For each of the four LEZ cities, the four identified plausible futures (with varying traffic demand and vehicle compliance levels) have been considered against the model assessments undertaken to date. From this, to address uncertainty, recommendations for further sensitivity testing of the proposed LEZ schemes, under alternative future scenarios, are provided.
- 7.2.2 It should be noted that the future network which the primary LEZ model testing has been undertaken ('core testing') varies between each city. For example, Aberdeen LEZ testing has assumed growth to 2024, whereas Dundee and Edinburgh model testing has assumed a baseline network demand level for the scheme assessment.
- 7.2.3 These different compliance and growth assumptions for each city are each valid and robust approaches to the assessment of the LEZ schemes. What is critical, is that each city considers the potential impact of the alternative future scenarios within their assessment.
- 7.2.4 It should also be noted that there are significant differences in the traffic network conditions within each city which have defined the testing strategies to date, and will also define what alternative plausible future scenarios are considered for sensitivity testing. These include:
- Glasgow and Edinburgh LEZ areas include demand management measures to restrict traffic growth (e.g. car parking strategies). Aberdeen and Dundee LEZ areas have capacity to accommodate traffic and economic growth.
 - Dundee and Glasgow LEZ assessments are primarily concerned with the impact of displaced traffic from originating and destinating within the LEZ area. Edinburgh and Aberdeen LEZ assessments include the impact of through routing traffic relocation
 - Dundee LEZ does not need to consider the parallel impact of other proposed infrastructure measures. Glasgow LEZ needs to consider measures which conflict with the impact of the LEZ, whilst Aberdeen LEZ needs to consider complimentary measures.
 - Each city has subtly varying objectives for the LEZ, including the requirement to specifically achieve the air quality compliance levels or more generally to reduce emissions.
- 7.2.5 Tables 17 to 20 outlines the consideration of scenario planning to each of the four cities in turn. Each city list four scenarios which have been derived through this process. The scenarios listed (See 5.4.7) should be modelled using the following guide:
1. Scenario B4 'It Could Have Been Worse': The fleet projections follow pre-Covid trends provided by SEPA and the traffic growth is in line with current Local Development Plan Allocations/uptake.
 2. Scenario H4 'Coping as Best We Can': Following an economic downturn, the fleet projections are lower than pre-Covid trends provided by SEPA and traffic shrinkage is experienced, similar to the 2010 downturn. Where appropriate, reduce bus demand should be accounted for as a sensitivity test, as set out in section 6.2.7.

3. Scenario G1 'Brave New World': The fleet projections follow pre-Covid trends provided by SEPA however behavioural change results in traffic levels remaining consistent with pre-Covid levels.
4. Scenario A1 'Bounce Back': The fleet projections are lower than pre-Covid trends provided by SEPA and the traffic growth continues due to Increased commuting and retail travel demand, similar to Scenario B4.

Table 17. Scenario Planning Application to Aberdeen LEZ

Scenario Planning Scenarios			Scenario Detail		Traffic Modelling		
No.	Emmissions	Trips	Fleet Compliance	Traffic Flow	Core Testing	Sensitivity Testing	Rationale
1	-	+	High Level uptake	High Growth	✓		This is the 2024 Ref Case scenario from which the initial 8 LEZ scenarios are to be assessed
2	+	-	Low Level uptake	Network Shrinkage		✓	Supporting evidence
3	-	-	High Level uptake	Low Growth		✓	Supporting evidence
4	+	+	Low Level uptake	High Growth		x	Scenario 1 suggests network capacity issues so any additional traffic demand from a lower compliance level would restrict availability for growth. Therefore, Scenario 4 is not plausible for Aberdeen

Table 18. Scenario Planning Application to Dundee LEZ

Scenario Planning Scenarios			Scenario Detail		Traffic Modelling		
No.	Emmissions	Trips	Fleet Compliance	Traffic Flow	Core Testing	Sensitivity Testing	Rationale
1	-	+	High Level uptake	High Growth		x	Scenario 4 is the worst case scenario for Dundee in terms of traffic displacement from the city centre
2	+	-	Low Level uptake	Network Shrinkage		✓	Consideration of a shriking economy and the potential lower benefits of a LEZ
3	-	-	High Level uptake	Low Growth		x	This is an intermediate scenario that would not provide any more information to Scenario 4
4	+	+	Low Level uptake	High Growth	✓		This is the future year scenario that the proposed LEZ options have been tested on to date



Table 19. Scenario Planning Application to Glasgow LEZ

Scenario Planning Scenarios			Scenario Detail		Traffic Modelling		
No.	Emmissions	Trips	Fleet Compliance	Traffic Flow	Core Testing	Sensitivity Testing	Rationale
1	-	+	High Level uptake	Pre-COVID Levels	✓		Testing undertaken to date includes traffic growth with a variation in low and high levels of fleet uptake
2	+	-	Low Level uptake	Network Shrinkage		✓	Demand management in Glasgow (via car parking strategies) are likely to restrict growth so lower growth sensitivity testing deemed a plausible scenario
3	-	-	High Level uptake	Low Growth		✓	As per Option 2
4	+	+	Low Level uptake	Pre-COVID Levels	✓		As per Option 1

Table 20. Scenario Planning application to Edinburgh LEZ

Scenario Planning Scenarios			Scenario Detail		Traffic Modelling		
No.	Emmissions	Trips	Fleet Compliance	Traffic Flow	Core Testing	Sensitivity Testing	Rationale
1	-	+	High Level uptake	Pre-COVID Levels		x	Not required, as demand management (via car parking strategies) should restrict increased traffic growth
2	+	-	Low Level uptake	Network Shrinkage	✓		As per Option 3 but zero growth tested as opposed to traffic network shrinkage
3	-	-	High Level uptake	Low Growth	✓		Testing undertaken to date includes no growth with a variation in low and high levels of fleet uptake
4	+	+	Low Level uptake	Pre-COVID Levels		x	As per Option 1

- 7.2.6 As detailed in the above tables, there are suggested alternative future scenarios to be considered by each local authority for potential sensitivity testing of their proposed LEZ measures.
- 7.2.7 In addition to the above, a further future scenario (within Scenario 2, with a poorly performing economy) with a potential reduction in public transport service provision. Traffic services may reduce due to a lower patronage resulting from COVID-19 however the magnitude of this may vary by city depending on the local conditions. There is applicable functionality within the public transport element of SEPA’s National Framework Air Quality Model. This feature can assess the potential impact to emission levels if the volume of public transport within the LEZ area is reduced from pre-COVID levels. It is proposed that this is the most suitable tool and should be used instead of detailed traffic modelling.
- 7.2.8 In terms of a timeline, these sensitivity tests are proposed to be consistent with the core testing background scenario year (2022-2024). It is recognised that the LEZ adherence criteria will only provide impact to the network for a finite period of time. The consideration of scenario planning is not therefore to consider how the network will change in the longer term, but to consider the potential plausible futures over the short (Post-COVID) to medium term.



7.2.9 The objectives of undertaking the proposed sensitivity tests are to provide evidence that the LEZ schemes are robust to variations in network conditions that may occur in a post-pandemic world. Each city may undertake different sensitivity scenarios, but they will have all considered plausible futures under a consistent framework.



APPENDIX A

A.1 Dundee Workshop Attendees

NAME	ORGANISATION
Malcolm Neil	SYSTRA
Grant Davidson	Jacobs
Boris Johansson	SYSTRA
Keith Gowenlock	Jacobs
Christopher Shaw	SYSTRA
Ewan Gourlay	Dundee City Council
Iain Black	Dundee City Council
Tom Stirling	Dundee City Council
John Berry	Dundee City Council
David Gray	Dundee City Council
Jamie Landwehr	Dundee City Council
Vincent McInally	Transport Scotland
Stephen Cragg	Transport Scotland
Colin Gillespie	SEPA
Nicola Ferguson	Dundee City Council
Niall Gardiner	Tactran



A.2 Aberdeen Workshop Attendees

NAME	ORGANISATION
Malcolm Neil	SYSTRA
William Hekelaar	Aberdeen City Council
Boris Johansson	SYSTRA
Grant Davidson	Jacobs
Keith Gowenlock	Jacobs
Callum Guild	SYSTRA
Tony Maric	Aberdeen City Council
Gale Beattie	Aberdeen City Council
Vincent McNally	Transport Scotland
Colin Gillespie	SEPA
Joanna Murray	Aberdeen City Council
Aileen Brodie	Aberdeen City Council
Paul Finch	Nestrans
Tom Walsh	Aberdeen City Council
Jenny Anderson	Nestrans
Richard Sweetnam	Aberdeen City Council
David Dunne	Aberdeen City Council



A.3 Edinburgh Workshop Attendees

NAME	ORGANISATION
Grant Davidson	Jacobs
Keith Gowenlock	Jacobs
Vincent McInally	Transport Scotland
Alan McDonald	SEPA
Boris Johansson	SYSTRA
Ewan Kennedy	City of Edinburgh Council
Iain McFarlane	City of Edinburgh Council
David Cooper	City of Edinburgh Council
Gavin Brown	City of Edinburgh Council
Will Garrett	City of Edinburgh Council
Shauna Clarke	City of Edinburgh Council
Andrew Smith	City of Edinburgh Council
Jim Stewart	SEStran



A.4 Glasgow Workshop Attendees

NAME	ORGANISATION
Malcolm Neil	SYSTRA
Dom Callaghan	Glasgow City Council
Grant Davidson	Jacobs
Keith Gowenlock	Jacobs
Boris Johansson	SYSTRA
Vincent McInally	Transport Scotland
Julie Robertson	Glasgow City Council
Mic Ralph	Glasgow City Council
Andy MacGibbon	Glasgow City Council
Collin Little	Glasgow City Council
Donald Booth	SPT
Julie Evans	Glasgow City Council
Graeme Dewar	Glasgow City Council
Lewis Douglas	Glasgow City Council
John Sharkey	Glasgow City Council
Andrew Malby	SEPA
Emil Laiolo	Glasgow City Council
Eric Stewart	Glasgow City Council
Chris Shaw	SYSTRA
Gillian Dick	Glasgow City Council
Derek Barry	Glasgow City Council
Paul Morris	Glasgow City Council



APPENDIX B

B.1 Dundee Disruptors

Travel Demand	Score Pre-Consultation	Score Post-Consultation
CAR		
● Travel demand to/from existing premises – commute (e.g. reduced employment)	52	48
● Travel demand to/from existing premises – commute (e.g. more home working)	62	57
● Travel demand to/from existing premises – business travel (e.g. economic downturn)	42	40
● Travel demand to/from existing premises – business travel (e.g. more internet-based)	48	46
● Travel demand to/from existing city-centre premises - shopping (e.g. economic downturn)	44	44
● Car travel demand to/from existing premises - shopping (e.g. more on-line and out-of-town shopping)	51	48
● Travel demand to/from existing premises - other leisure (e.g. economic down-turn and reduced city centre businesses)	38	30
LGV		
● Increase in volume of LGV on network as a result of increase in on-line shopping	44	43
● Reduction in volume of LGV on network as a result of economic downturn	24	26
HGV		
● Reduction in volume of HGV on network as a result of economic downturn	22	25
Taxi		
● Change in taxi demand due to reduction in bus/rail demand	27	24
● Change in taxi demand due to reduction in leisure trips	28	26
● Change in taxi demand due to reduction in business trips	33	32
● Changes to type of new car due to trip purpose changes	16	18



Fleet Composition	Score Pre-Consultation	Score Post-Consultation
PT		
● Impact on rail patronage (related to services and fares)	22	33
● Impact on proposed bus fleet upgrades (existing fleet conversions)	62	55
CAR		
● Increase in New Purchase of Low Carbon Vehicles	33	34
● Decrease in New Purchase of Diesel Vehicles	42	45
● Change in the overall number of people buying new cars	50	36
LGV		
● Increase in EURO 6 new vehicle purchases	25	31
● Change in the overall number of people buying new LGV	37	32
HGV		
● Increase in EURO 6 new vehicle purchases	21	27
● Change in the overall number of people buying new HGV	31	29
● Reduction in volume of HGV on network as a result of economic downturn	25	25

Behavioural Response	Score Pre-Consultation	Score Post-Consultation
Walk / Cycle		
● Proportion of people who have changed mode to walk / cycle during COVID period	35	37
● Proportion of people who are walking / cycling now, who will continue to do so, post-covid	18	20
PT		
● Bus users switch to private car	60	54
● Impact on bus patronage (related to social distancing factors)	52	56
● Impact on bus patronage (related to services and fares)	41	45
Rail		
● Rail passengers switch to private car	42	42
● Impact on rail patronage (related to social distancing factors)	28	40
Car		
● Car occupancy levels reduce as people travel in separate cars	42	41
● Car occupancy levels increase as car share increases due to switch from bus / rail	31	36
Taxi		
● Bus and rail passengers switch to Taxi e.g. vulnerable members of the public	20	15

LEZ Concept	Score Pre-Consultation	Score Post-Consultation
● Public appetite for Air Quality measures post covid?	53	42
● Public acceptance post-implementation?	34	35



Travel pattern	Score Pre-Consultation	Score Post-Consultation
● Potential changes to Parking Policy	42	45
● Changes to LGV trips across the whole network (residential deliveries)	39	41
● Changes to the function of office space (shared offices / hired office space)	48	48
● Impact on local University Applications	9	16
● Impact on local airport Patrons	19	24
● Trip frequency changes as a result of trip purposes changing (proportion commute/business vs leisure)	41	44
● Time of day changes as a result of trip purposes changing (proportion commute/business vs leisure)	43	43

National Economy / Policy	Score Pre-Consultation	Score Post-Consultation
● Gov financial incentives to affected industries	31	35
● Potential tax changes (income / VAT) to finance cost of Covid	31	37
● Climate change incentives	44	44
● Brexit	26	33
● Shift in policy (further) towards sustainable/healthier modes (walk/cycle)	48	40

Local Economy / Policy	Score Pre-Consultation	Score Post-Consultation
● Impact on Oil Industry now	21	23
● Impact of Oil industry recovery post 2020	21	25
● Impact on Fishing industry / Harbour Economy	14	13
● Delay on committed infrastructure schemes	32	31
● Delays in committed/assumed LDP development coming forward	33	33
● Shift in policy (further) towards sustainable/healthier modes (walk/cycle)	29	28

Any Further Disruptors?	Score Pre-Consultation	Score Post-Consultation
● . The supply of diesel, which I believe we are a net importer of?	12	7
● . Trade deals (you reference Brexit, but this not the same thing, we can have Brexit without trade deals)	14	8
● . Price of fuel – reductions in cost of fuel due to global demand reducing can lead to changes in vehicle use	16	9
● . Passenger capacity – public transport may be operating with significantly limited capacity due to physical distancing for some time to come	12	7
● . COVID-19 restrictions and regional differences affecting ability to travel	12	7
● Shift in policy based on cities meeting AQ objectives without LEZ intervention in advance of enforcement phase	0	4



B.2 Aberdeen Disruptors

Travel Demand		Score Pre-Consultation	Score Post-Consultation
CAR			
●	Travel demand to/from existing premises – commute (e.g. reduced employment)	41	38
●	Travel demand to/from existing premises – commute (e.g. more home working)	61	55
●	Travel demand to/from existing premises – business travel (e.g. economic downturn)	36	32
●	Travel demand to/from existing premises – business travel (e.g. more internet-based)	48	48
●	Travel demand to/from existing city-centre premises - shopping (e.g. economic downturn)	37	35
●	Car travel demand to/from existing premises - shopping (e.g. more on-line and out-of-town shopping)	53	46
●	Travel demand to/from existing premises - other leisure (e.g. economic down-turn and reduced city centre businesses)	25	28
LGV			
●	Increase in volume of LGV on network as a result of increase in on-line shopping	34	36
●	Reduction in volume of LGV on network as a result of economic downturn	33	29
HGV			
●	Reduction in volume of HGV on network as a result of economic downturn	22	22
Taxi			
●	Change in taxi demand due to reduction in bus/rail demand	15	18
●	Change in taxi demand due to reduction in leisure trips	16	18
●	Change in taxi demand due to reduction in business trips	24	26
●	Changes to type of new car due to trip purpose changes	12	14

Fleet Composition		Score Pre-Consultation	Score Post-Consultation
PT			
●	Impact on rail patronage (related to services and fares)	22	27
●	Impact on proposed bus fleet upgrades (existing fleet conversions)	53	55
CAR			
●	Increase in New Purchase of Low Carbon Vehicles	33	32
●	Decrease in New Purchase of Diesel Vehicles	44	40
●	Change in the overall number of people buying new cars	36	31
LGV			
●	Increase in EURO 6 new vehicle purchases	28	30
●	Change in the overall number of people buying new LGV	34	30
HGV			
●	Increase in EURO 6 new vehicle purchases	28	28
●	Change in the overall number of people buying new HGV	27	26
●	Reduction in volume of HGV on network as a result of economic downturn	26	22



Behavioural Response	Score Pre-Consultation	Score Post-Consultation
Walk / Cycle		
● Proportion of people who have changed mode to walk / cycle during COVID period	30	30
● Proportion of people who are walking / cycling now, who will continue to do so, post-covid	16	16
PT		
● Bus users switch to private car	42	43
● Impact on bus patronage (related to social distancing factors)	43	48
● Impact on bus patronage (related to services and fares)	31	38
Rail		
● Rail passengers switch to private car	35	34
● Impact on rail patronage (related to social distancing factors)	29	33
Car		
● Car occupancy levels reduce as people travel in separate cars	34	35
● Car occupancy levels increase as car share increases due to switch from bus / rail	22	23
Taxi		
● Bus and rail passengers switch to Taxi e.g. vulnerable members of the public	10	13

LEZ Concept	Score Pre-Consultation	Score Post-Consultation
● Public appetite for Air Quality measures post covid?	42	37
● Public acceptance post-implementation?	32	32

Travel pattern	Score Pre-Consultation	Score Post-Consultation
● Potential changes to Parking Policy	42	39
● Changes to LGV trips across the whole network (residential deliveries)	38	37
● Changes to the function of office space (shared offices / hired office space)	49	46
● Impact on local University Applications	16	17
● Impact on local airport Patrons	32	34
● Trip frequency changes as a result of trip purposes changing (proportion commute/business vs leisure)	45	41
● Time of day changes as a result of trip purposes changing (proportion commute/business vs leisure)	44	40

National Economy / Policy	Score Pre-Consultation	Score Post-Consultation
● Gov financial incentives to affected industries	31	31
● Potential tax changes (income / VAT) to finance cost of Covid	38	36
● Climate change incentives	32	33
● Brexit	37	36
● Shift in policy (further) towards sustainable/healthier modes (walk/cycle)	35	37



Local Economy / Policy	Score Pre-Consultation	Score Post-Consultation
● Impact on Oil Industry now	41	37
● Impact of Oil industry recovery post 2020	37	32
● Impact on Fishing industry / Harbour Economy	26	27
● Delay on committed infrastructure schemes	35	36
● Delays in committed/assumed LDP development coming forward	42	42
● Shift in policy (further) towards sustainable/healthier modes (walk/cycle)	34	30

Any Further Disruptors?	Score Pre-Consultation	Score Post-Consultation
● The supply of diesel, which I believe we are a net importer of? Trade deals (you reference Brexit, but this not the same thing, we can have Brexit without trade deals)	8	6
● Price of fuel – reductions in cost of fuel due to global demand reducing can lead to changes in vehicle use	8	6
● Passenger capacity – public transport may be operating with significantly limited capacity due to physical distancing for some time to come	9	6
● COVID-19 restrictions and regional differences affecting ability to travel	7	5
● Uncertainty of air quality changes and likelihood and extent of exceedance of air quality objectives	7	5
● Road space reallocation for public transport or active travel (ie infrastructure rather than just policy)	9	6
●	0	6



B.3 Edinburgh Disruptors

	Score Pre-Consultation	Score Post-Consultation
Travel Demand		
CAR		
● Travel demand to/from existing premises – commute (e.g. reduced employment)	17	17
● Travel demand to/from existing premises – commute (e.g. more home working)	26	26
● Travel demand to/from existing premises – business travel (e.g. economic downturn)	18	18
● Travel demand to/from existing premises – business travel (e.g. more internet-based)	24	24
● Travel demand to/from existing city-centre premises - shopping (e.g. economic downturn)	19	19
● Car travel demand to/from existing premises - shopping (e.g. more on-line and out-of-town shopping)	24	24
● Travel demand to/from existing premises - other leisure (e.g. economic down-turn and reduced city centre businesses)	17	17
LGV	0	0
● Increase in volume of LGV on network as a result of increase in on-line shopping	26	26
● Reduction in volume of LGV on network as a result of economic downturn	7	7
HGV	0	0
● Reduction in volume of HGV on network as a result of economic downturn	7	7
Taxi	0	0
● Change in taxi demand due to reduction in bus/rail demand	24	24
● Change in taxi demand due to reduction in leisure trips	17	17
● Change in taxi demand due to reduction in business trips	18	18
● Changes to type of new car due to trip purpose changes	17	17
	0	0

	Score Pre-Consultation	Score Post-Consultation
Fleet Composition		
PT		
● Impact on rail patronage (related to services and fares)	18	18
● Impact on proposed bus fleet upgrades (existing fleet conversions)	22	22
CAR	0	0
● Increase in New Purchase of Low Carbon Vehicles	20	20
● Decrease in New Purchase of Diesel Vehicles	20	20
● Change in the overall number of people buying new cars	26	26
LGV	0	0
● Increase in EURO 6 new vehicle purchases	23	23
● Change in the overall number of people buying new LGV	22	22
HGV	0	0
● Increase in EURO 6 new vehicle purchases	18	18
● Change in the overall number of people buying new HGV	14	14
● Reduction in volume of HGV on network as a result of economic downturn	11	11



	Score Pre-Consultation	Score Post-Consultation
Behavioural Response		
Walk / Cycle		
● Proportion of people who have changed mode to walk / cycle during COVID period	19	19
● Proportion of people who are walking / cycling now, who will continue to do so, post-covid	18	18
PT		
● Bus users switch to private car	26	26
● Impact on bus patronage (related to social distancing factors)	28	28
● Impact on bus patronage (related to services and fares)	18	18
Rail	0	0
● Rail passengers switch to private car	21	21
● Impact on rail patronage (related to social distancing factors)	27	27
Car	0	0
● Car occupancy levels reduce as people travel in separate cars	26	26
● Car occupancy levels increase as car share increases due to switch from bus / rail	14	14
Taxi	0	0
● Bus and rail passengers switch to Taxi e.g. vulnerable members of the public	8	8

	Score Pre-Consultation	Score Post-Consultation
LEZ Concept		
● Public appetite for Air Quality measures post covid?	14	14
● Public acceptance post-implementation?	16	16

	Score Pre-Consultation	Score Post-Consultation
Travel pattern		
● Potential changes to Parking Policy	18	18
● Changes to LGV trips across the whole network (residential deliveries)	28	28
● Changes to the function of office space (shared offices / hired office space)	19	19
● Impact on local University Applications	22	22
● Impact on local airport Patrons	13	13
● Trip frequency changes as a result of trip purposes changing (proportion commute/business vs leisure)	18	18
● Time of day changes as a result of trip purposes changing (proportion commute/business vs leisure)	20	20

	Score Pre-Consultation	Score Post-Consultation
National Economy / Policy		
● Gov financial incentives to affected industries	19	19
● Potential tax changes (income / VAT) to finance cost of Covid	16	16
● Climate change incentives	19	19
● Brexit	18	18
● Shift in policy (further) towards sustainable/healthier modes (walk/cycle)	23	23



Local Economy / Policy	Score Pre-Consultation	Score Post-Consultation
● Impact on Oil Industry now	16	16
● Impact of Oil industry recovery post 2020	14	14
● Impact on Fishing industry / Harbour Economy	20	20
● Delay on committed infrastructure schemes	18	18
● Delays in committed/assumed LDP development coming forward	25	25
● Shift in policy (further) towards sustainable/healthier modes (walk/cycle)	24	24



B.4 Glasgow Disruptors

Travel Demand	Score Pre-Consultation	Score Post-Consultation
CAR		
● Travel demand to/from existing premises – commute (e.g. reduced	42	36
● Travel demand to/from existing premises – commute (e.g. more	46	41
● Travel demand to/from existing premises – business travel (e.g.	38	33
● Travel demand to/from existing premises – business travel (e.g.	38	34
● Travel demand to/from existing city-centre premises - shopping (e.g.	39	34
● Car travel demand to/from existing premises - shopping (e.g. more	44	39
● Travel demand to/from existing premises - other leisure (e.g.	37	32
LGV		
● Increase in volume of LGV on network as a result of increase in on-lir	34	33
● Reduction in volume of LGV on network as a result of economic dow	16	14
HGV		
● Reduction in volume of HGV on network as a result of economic dow	10	9
Taxi		
● Change in taxi demand due to reduction in bus/rail demand	25	22
● Change in taxi demand due to reduction in leisure trips	38	33
● Change in taxi demand due to reduction in business trips	35	31
● Changes to type of new car due to trip purpose changes	12	10

Fleet Composition	Score Pre-Consultation	Score Pre-Consultation
PT		
● Impact on rail patronage (related to services and fares)	24	23
● Impact on proposed bus fleet upgrades (existing fleet conversions)	54	51
CAR		
● Increase in New Purchase of Low Carbon Vehicles	43	37
● Decrease in New Purchase of Diesel Vehicles	49	42
● Change in the overall number of people buying new cars	42	36
LGV		
● Increase in EURO 6 new vehicle purchases	29	26
● Change in the overall number of people buying new LGV	23	20
HGV		
● Increase in EURO 6 new vehicle purchases	20	18
● Change in the overall number of people buying new HGV	23	20
● Reduction in volume of HGV on network as a result of economic dow	13	13



Behavioural Response	Score Pre-Consultation	Score Pre-Consultation
Walk / Cycle		
● Proportion of people who have changed mode to walk / cycle during	30	28
● Proportion of people who are walking / cycling now, who will continue	28	25
PT		
● Bus users switch to private car	46	44
● Impact on bus patronage (related to social distancing factors)	57	53
● Impact on bus patronage (related to services and fares)	30	30
Rail		
● Rail passengers switch to private car	34	31
● Impact on rail patronage (related to social distancing factors)	30	27
Car		
● Car occupancy levels reduce as people travel in separate cars	34	31
● Car occupancy levels increase as car share increases due to switch from	18	17
Taxi		
● Bus and rail passengers switch to Taxi e.g. vulnerable members of the	19	16

LEZ Concept	Score Pre-Consultation	Score Pre-Consultation
● Public appetite for Air Quality measures post covid?	40	35
● Public acceptance post-implementation?	37	34

Travel pattern	Score Pre-Consultation	Score Pre-Consultation
● Potential changes to Parking Policy	49	46
● Changes to LGV trips across the whole network (residential deliveries)	32	31
● Changes to the function of office space (shared offices / hired office)	54	47
● Impact on local University Applications	15	15
● Impact on local airport Patrons	33	29
● Trip frequency changes as a result of trip purposes changing (proportion)	46	39
● Time of day changes as a result of trip purposes changing (proportion)	49	41

National Economy / Policy	Score Pre-Consultation	Score Pre-Consultation
● Gov financial incentives to affected industries	45	43
● Potential tax changes (income / VAT) to finance cost of Covid	44	37
● Climate change incentives	48	42
● Brexit	46	42
● Shift in policy (further) towards sustainable/healthier modes (walk/cy)	53	47

Local Economy / Policy	Score Pre-Consultation	Score Pre-Consultation
● Delay on committed infrastructure schemes	47	41
● Delays in committed/assumed LDP development coming forward	36	33
● Shift in policy (further) towards sustainable/healthier modes (walk/cy)	40	35
● Impact on Investment	41	40
● Impact on retail	46	47
● Impact on tourism - resident v visitor	37	34



Any Further Disruptors?	Score Pre-Consultation	Score Pre-Consultation
● Increased use of e-transport: e-cargo, e-bikes etc	11	11
● Increased use of sustainable energy generation	15	15
● Business resistance to LEZ measures	15	15
● Leadership commitment	10	10
● Delays / Lack of Policy Impact on Public Health	15	15
● Incentives to Change	1	1
● Leadership Clarity	0	0
● Move towards 20minute neighbourhoods or LTN's	4	4
● Lack of Public Confidence in Government\Local Authorities	0	7
● Current and future car tax levels (£40000=extra 350 per year) &	0	0
● Require improved public transport system to be choice (peak issues f	0	1
● How would current PT cope with required 30% car reduction = 25,000	0	1
● Lack of progress in electric car development (necessity may speed p	0	1



APPROVAL

Version	Name		Position	Date	Modifications
1	Author	Malcolm Neil/ Grant Davidson/ Callum Guild		18/12/2020	
	Checked by	Keith Gowenlock/ Grant Davidson		19/12/2020	
	Approved by	Boris Johansson		21/12/2020	
2	Author	Malcolm Neil/ Grant Davidson/ Callum Guild		20/01/2021	Updated following feedback
	Checked by	Keith Gowenlock/ Grant Davidson		20/01/2021	
	Approved by	Malcolm Neil		20/01/2021	
3	Author	Grant Davidson/ Callum Guild		21/01/2021	Updated following comments
	Checked by	Malcolm Neil		22/01/2021	
	Approved by	Malcolm Neil		22/01/2021	
4	Author	Callum Guild		28/01/2021	Updated following comments
	Checked by	Malcolm Neil		28/01/2021	
	Approved by	Malcolm Neil		28/01/2021	
5	Author	Callum Guild		29/01/2021	Executive Summary Added
	Checked by	Malcolm Neil		29/01/2021	
	Approved by	Malcolm Neil		29/01/2021	



The City of Edinburgh Council
Low Emission Zone (LEZ) Enforcement Strategy
April 2021

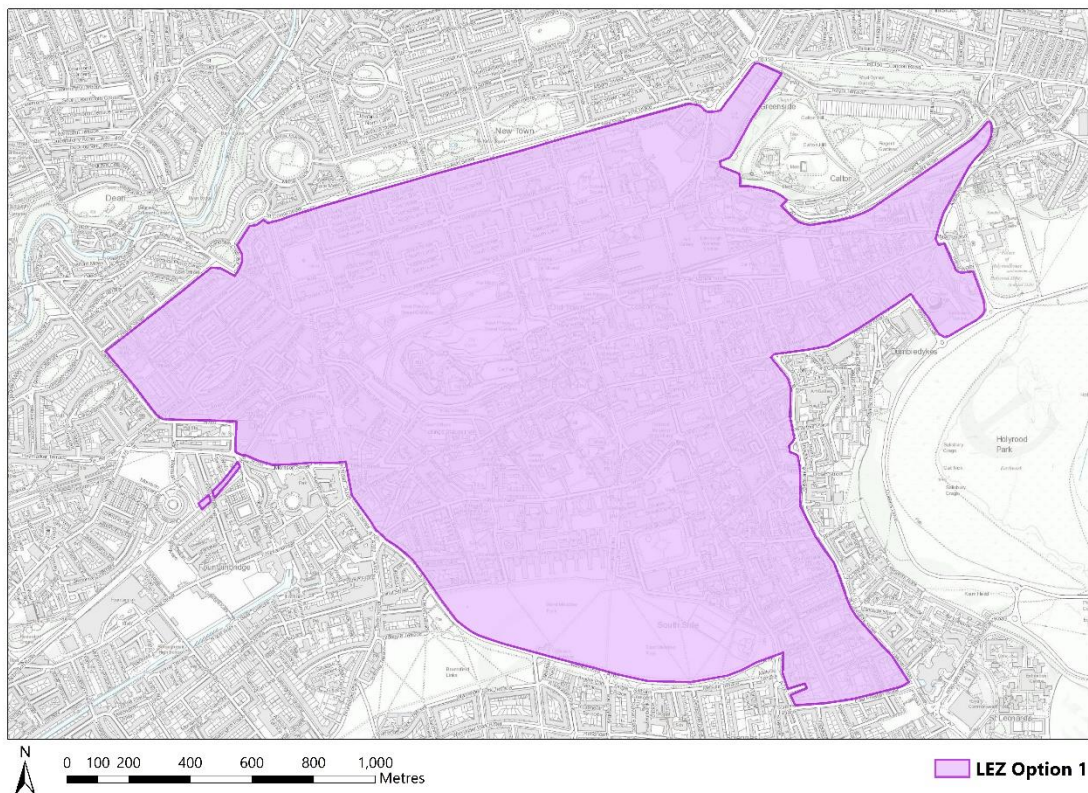
Aims

The Council is introducing a LEZ and this strategy aims to ensure that enforcement of the new restrictions will;

- Ensure compliance with the LEZ is achieved and meets the wider objectives of the scheme,
- Be financially affordable and minimise unnecessary costs, and
- Be flexible so that equipment can be adapted to meet the evolving needs of the scheme or for different purposes as needs change over time.

Background

The Council is proposing a city centre LEZ which has an area of approximately 3km² with a potential 48 vehicular entry points. The map below indicates the approximate city centre boundary:



Scottish LEZ's are a penalty enforcement regime. This means that penalty charges are set at an ever-increasing rate to change behaviour and stop people driving non-compliant vehicles within a LEZ. The highest charge in the seven-band structure for a private car may be £480 for one contravention.

This is different to the approach being taken by Clean Air Zones (CAZs) in England which are more comparable to an access charge (or toll) scheme, where if paid, a fixed daily rate (i.e. £12.50 in London) a penalty charge is avoided. In Scotland, there is no option to pay a daily fee.

Therefore, it is considered that compliance will be much higher in Scotland than in England and as a result income will be lower so implementation and operating costs will need to be carefully considered

to prevent the Council from future financial pressures. Indeed, Transport Scotland has advised that Councils should prepare for a net zero income from enforcement penalty charges.

Furthermore, there are numerous national exemptions and the Council can also introduce local time-limited exemptions, such as grace periods for local residents.

The LEZ will be based on the Euro emission engine classification standards – the proposed minimum criteria is:

Euro six for diesel cars – from September 2015

Euro four for petrol cars – from January 2006

Euro VI for heavy diesel vehicles (including older retrofitted engines which would be improved to operate as Euro VI) – from 2005.

These factors all contribute to an ever-decreasing pool of vehicles that will likely need to be detected, have their compliance checked and ultimately if necessary be issued with a penalty charge.

Enforcement Approaches

Enforcement of moving traffic offences greatly benefits from the emergence of Automatic Number Plate Recognition (ANPR) technology and this is extremely well suited for the enforcement LEZs. Cameras, linked to a vehicle database(s), can monitor vehicles driving in a LEZ to detect those which do not comply with the minimum Euro emission standards. Those which also do not qualify for an exemption can then be issued with a penalty charge by post, with payment being made online or further appeal to an Adjudicator.

Software Systems

While the market is relatively small in terms of ANPR suppliers, the Council already works with two of them (Siemens and Videalert) for its bus lane camera enforcement and research indicates that the market is capable of delivering what is required for Edinburgh to enforce its LEZ.

However, the penalty surcharge structure proposed by Transport Scotland is different to any other systems in operation. As such, suppliers will need to develop new or existing software to accommodate this penalty structure. Our current operators are aware of this, but this is likely to incur further costs for the Council to procure such systems. This is estimated at up to **£75K**.

Camera Units

The prices of ANPR hardware can vary substantially depending on the specification of the equipment required. For the purposes of LEZ enforcement, this is likely to be towards the higher end of the range at around **£20K** per device.

Installation

Based on the recent introduction of new bus lane cameras in Edinburgh, installation costs are likely to be on average around **£5K** per site. However, there's a risk this figure can increase greatly if there are additional power connections required and enabling civils work being required.

Mobile Enforcement

Mobile Enforcement Vehicles (MEVs), include hybrid and electric powered cars and electric bikes, have the capability to provide attended and unattended camera enforcement solutions and can be used for LEZ enforcement.

As an example, Videalert utilises mobile ANPR technology with two roof-mounted ANPR cameras and two colour cameras to capture contextual video evidence. The on-board systems are controlled by the operator manning the vehicle using a dashboard-mounted touchscreen. All recorded data is transferred in the office at the end of each shift. The system automates the construction of evidence packs which are reviewed by trained operatives prior to sending contraventions to the back-office

processing system for the issuance of a PCN. These vehicles can also be used for a wide range of other traffic and parking management applications, more of which are discussed later in this report.

The price of an electric and fully equipped MEV is expected to be around **£75K**, this does not include staff/driver costs.

Enforcement Options

There are five possible options that could be considered for enforcement.

1. All entry points have cameras;
2. Only main routes have cameras;
3. Only main routes have cameras, all others have the infrastructure installed and are covered on a periodic basis by moveable/mobile cameras;
4. Only main routes have cameras with other infringements detected by mobile enforcement vehicle(s);
5. No cameras provided at entry points.

Option 1 – All entry points have cameras.

Fixed camera locations at every vehicular entry point to the LEZ has the greatest impact on ensuring compliance as non-compliant vehicles cannot access the area without the possibility of being issued with a penalty charge notice. This may have the greatest impact on ensuring compliance, improving air quality and income potential, but likely at the highest cost.

This option is considered the most robust to enforce the zone but wouldn't detect vehicles which only drive within the zone, will contribute to a considerable increase in street furniture and fixed camera enforcement is not flawless. Given the expectation that there will be 48 entry points to the city centre LEZ the implementation costs would be significant.

Option 1	Units	Unit Price	Total
Software	1	£75,000	£75,000
Cameras	48	£20,000	£960,000
Sites	48	£5,000	£240,000
MEV	0	£75,000	£0
Total	-	-	£1,275,000

Option 2 – Only main routes have cameras.

Placing cameras on only the main routes would capture the majority of vehicles driving into the LEZ each day, but could result in lower compliance and displacement onto minor roads as drivers attempt to evade detection points. However, implementation costs would be considerably cheaper as fewer cameras and fixed locations would be required to enforce the zone.

Option 1	Units	Unit Price	Total
Software	1	£75,000	£75,000
Cameras	16	£20,000	£320,000
Sites	16	£5,000	£80,000
MEV	0	£75,000	£0
Total	-	-	£475,000

Option 3 – Only main routes have cameras, all others have the infrastructure installed and are covered on a periodic basis by moveable/mobile cameras.

Similar to Option 2, but with the necessary infrastructure still introduced at each vehicular entry point so that cameras may be moved between fixed locations. This approach is similar to that used for speed Safety Cameras. This reduces the likelihood of drivers believing they can avoid detection and may prevent displacement to quieter routes.

However, while implementation costs are reduced as fewer camera units need to be procured, fixed locations still need to be introduced at each point and this will cost an additional £160,000. This is a considerable investment considering some locations may only be used infrequently as it may be hard to justify removing a camera from a main route. Moveable and/or mobile cameras are in theory a sensible option, but re-deployable devices still need connected to a mains power supply and the only known power supply for a mobile device is by means of a generator (placing a large petrol driven generator on the adjacent footway presents its own health and safety concerns and air quality impacts). Thus, such an approach does not provide the flexibility that is first envisaged.

Furthermore, additional resources (engineers and staff time) would be required to regularly monitor camera performance, develop and maintain a rota of camera positions and to ultimately move the units from site to site.

Option 1	Units	Unit Price	Total
Software	1	£75,000	£75,000
Cameras	16	£20,000	£320,000
Sites	48	£5,000	£240,000
MEV	0	£75,000	£0
Total	-	-	£635,000

Option 4 - Only main routes have cameras with other infringements detected by mobile enforcement vehicle(s).

Similar to Option 3, but without the added expense of installing infrastructure which is unlikely to be used or cover its implementation costs.

This option ensures that financial resources are targeted where required the most, on the main routes, but provides the desired flexibility and an enhanced deterrent factor to all motorists that they may still be captured driving a non-compliant vehicle in the LEZ even when avoiding main roads. This approach can also future proof the investment to some extent as an MEV can be used for a variety of other purposes and are easily re-deployable unlike fixed camera infrastructure.

Option 1	Units	Unit Price	Total
Software	1	£75,000	£75,000
Cameras	16	£20,000	£320,000
Sites	16	£5,000	£80,000
MEV	1	£75,000	£75,000
Total	-	-	£550,000

Option 5 – No cameras provided at entry points.

A final option is not to provide any enforcement cameras. This is the do-nothing, low-cost option but is unlikely to have any impact on ensuring compliance or achieving the aims of the LEZ and improving air quality in Edinburgh.

Option 1	Units	Unit Price	Total
Software	0	£75,000	£0
Cameras	0	£20,000	£0
Sites	0	£5,000	£0
MEV	0	£75,000	£0
Total	-	-	£0

Recommendation

While not the cheapest of all the options, **Option 4** is considered to offer the best value to the Council. It has a large deterrent effect and will change behaviour whilst also having the desired flexibility to adapt to future changes and enforcement needs.

Operational Costs

Once the scheme is up and running, there will be costs associated with day to day operations. Depending on the contract setup, these could include:

- Staff
- Monitoring and evaluation
- Telecoms and power
- Maintenance
- Licensing fees and charges (i.e. DVLA)
- Stationery and postage

As with the implementation costs, the running costs will depend on the Option selected. As Edinburgh currently has existing software and systems that could be used for enforcement of the LEZ and potentially could have fewer cameras, costs are estimated to be in the region of £400k to £700k per year.

Penalty Charge Notices

It is difficult to forecast potential numbers of PCNs issued as the LEZ is a penalty scheme, as opposed to an access charge, and there are no known similar schemes in operation anywhere else. The issue of PCNs also depends on national and any local exemptions, the number of cameras deployed and valid data on the composition of the Edinburgh vehicle fleet. Finance are working on a detailed financial model.

There is also the factor that disabled persons' blue badge holders will be exempt from the charge, but it is not yet clear how Transport Scotland expect Councils to manage this exemption, since the badge is issued to a person and is transferable between any vehicle. It is questionable whether this would apply to all vehicles, such as HGVs, or just to private cars.

However, research is available and London's ULEZ has been operating for some time, so these can help inform some conclusions.

After the first six months of operation of the London scheme, the average compliance rate within the area was 77%. This is significantly higher than prior to its implementation.

The table below shows the proportions of those vehicles which would be compliant within Edinburgh's LEZ emissions standards. These are lower than the national fleet by 7%. Using this data, it is possible that 68% of vehicles will be compliant and be able to enter the city centre zone. This data also shows that by 2029 it is predicted that all vehicle types will be compliant with current LEZ emissions standards, furthermore, for most types this is expected to be achieved by 2025.

That said, SEPA's initial Edinburgh Air Quality evidence report states national vehicle fleet predictions should be treated with caution as they have not been found to be accurate for all vehicle types across a range of Scottish cities, including Edinburgh. Data from traffic surveys undertaken in 2019 indicated that some fleet predictions were up to 25% out.

Emissions Compliance Table

% emissions compliance	Cars	LGV's	Buses	Rigid HGVs	Artic HGVs
2019 Actual	69.1%	40.60%	52.1%	64.9%	83.3%
Annual Change	+4.3%	+10.2%	+9.7%	+6.2%	+3.3%
2029 Projected	105.5	107.4	131.3	118.2	115

A further example from London demonstrates that on an average day in September 2019 around 27,044 non-compliant, unique vehicles were detected in the zone. Of these, 52% paid the charge, 38% were not required to pay (either exempt or eligible for a 100% discount) and only 10% were in contravention and issued a penalty charge.

The data suggests that there is existing trends in improving vehicle compliance and as there is no ability to pay an access charge and with the high penalty charge rates in Scotland, there is not expected to be many PCNs issued. In addition, this number is expected to fall dramatically should motorists receive their first charge and be made aware of the escalating surcharges. This outlook supports the aim to introduce fewer fixed location ANPR cameras as they may become virtually redundant for LEZ enforcement in the near future. There would continue to be ongoing costs of checking vehicles entering the LEZ remain compliant but with little scope to recover any income and fund the continued use of the scheme.

ANPR System Performance

The successful operation of ANPR technology relies upon carefully selected sites and well positioned cameras and these are not always possible for a number of reasons. Moreover, there are a variety of external factors that can cause detection problems, such as;

- Dirty or unclear number plates
- Damaged or incorrectly displayed/positioned number plates
- Vehicles switching lanes within the detection area
- Number of lanes being monitored
- Vehicles tailgating
- Queuing traffic and
- Insufficient illumination (natural light or infrared).

Alternative Uses

As discussed previously, should compliance improve considerably and as quickly as predicted then there needs to be flexibility of use regarding the hardware being procured so this can be repurposed if the LEZ develops or for other tasks. ANPR cameras are well suited for LEZ enforcement purposes but can also be used for many other transport and traffic management task. Tying in with the Council's CCTV and Smart Cities programmes would also be of benefit.

End/...

Section 4 Integrated Impact Assessment

Summary Report Template

Each of the numbered sections below must be completed

Interim report	x	Final report	
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 (Tick as appropriate)

1. Title of proposal

Edinburgh Low Emission Zone

2. What will change as a result of this proposal?

A draft IIA for the proposed LEZ in Edinburgh was previously undertaken in [October 2019](#) to assess the impact of the original scheme. This report provides an update as a considerable amount of time has passed since the previous IIA was carried out, taking cognisance of changes to the scheme. This IIA was supplemented by a detailed impact assessment and fleet analysis for the Edinburgh Travel to Work Area, providing more detail on the baseline and impacts of the proposed scheme.

In 2015, the Scottish Government made a commitment to significantly improve Scotland's air quality through the 'Cleaner Air for Scotland' strategy, where Low Emission Zones (LEZ) were identified as a potential tool within the strategy. LEZs are to be introduced across Glasgow, Edinburgh, Dundee and Aberdeen between February 2022 and May 2022. Plans to implement LEZs were temporarily paused due to the COVID-19 outbreak, but work has now restarted.

The air quality standard the LEZs are based on are the Euro emissions standards. To enter/exit/operate within a LEZ in Scotland, a diesel vehicle will need to be Euro 6 (generally those registered from September 2015) and a petrol vehicle Euro 4 (generally those registered from January 2006).

Vehicles that do not meet the emission standard set for a LEZ will not be able to enter the zone. A penalty charge will be payable by the vehicle's registered keeper when a non-compliant vehicle enters the LEZ. The initial penalty charge for all non-compliant vehicles is set at £60, reduced by 50% if it is paid within 14 days. A surcharge is also proposed whereby the penalty amount doubles with each subsequent breach of the rules detected in the same LEZ. The penalty charges are capped at £480 for cars and light goods vehicles (LGVs), and £960 for buses and heavy goods vehicles (HGVs). Where there are no further breaches of the rules detected within the 90 days following a previous violation, the surcharge rate is reset to the base tier of charge i.e. £60.

The proposed boundary is the originally proposed City Centre boundary as presented in 2019 for consultation. The Citywide boundary, as presented in 2019, has been excluded from the proposal following options appraisal. The proposed grace period for all vehicles (for residents and non-residents) is two years, which differs from the 2019 proposal, where a one year grace period was proposed for commercial-type vehicles (HGVs, LGVs, buses and minibuses, coaches and taxis), with a proposal of four years for cars. Enforcement of the LEZ begins after the grace period expires.

Exemptions apply consistently across all Scottish LEZs, as set out in the Regulations. These exemptions must be applied to the LEZ at all times and include:

- Police vehicles
- Ambulance and emergency vehicles
- Scottish Fire and Rescue

- Her Majesty's Coastguard
- National Crime Agency
- Military vehicles
- Vehicles for disabled persons (persons 'disabled' or 'disabled passenger vehicles' tax class; Blue Badge Scheme)
- Historic vehicles
- Travellers and Showman's vehicles

Several grants and loans are available which are funded Transport Scotland and administered by the Energy Saving Trust, to support individuals and businesses affected by the LEZ.

- **Low Emission Zone Support Fund and Travel Better funding** – Offers a grant of £2000 for low-income households to take older, more polluting vehicles off the road. To be eligible, households must meet all the following criteria; be on specific means tested benefits (listed below), own a non-compliant car (which has been owned by them for at least 12 months with no outstanding finance), and live within a 20km radius of a planned LEZ.

The list of eligible benefits are as follows:

- Attendance Allowance
- Carer's Allowance
- Child Tax Credit; Council Tax Benefit (excluding 25 per cent discount)
- Disability Living Allowance
- Employment and Support Allowance
- Income-based Job Seeker Allowance
- Income Support; Pension Credit
- Personal Independence Payment
- Universal Credit
- Working Tax Credit.

Eligible households which have successfully claimed, can also apply for a further £1,000 Travel Better funding for sustainable travel alternatives. Eligible travel measures include bus passes, train season tickets, new and used bikes, as well as car club membership and credits.

- **Low Emission Zone Support Fund for Businesses** - Micro businesses and sole traders can apply for a £2,500 grant towards the safe disposal of vehicles that do not meet the zone standards. Businesses must meet all the following criteria; have an operating site within 20km of the planned zone, own a non-compliant vehicle (they must have owned the vehicle for at least 12 months and utilised it for business operational purposes) and meet the definition of a micro business (employ nine or fewer full-time employees and have a turnover of £632,000 or less, or a balance sheet of up to £316,000 in the preceding and current financial year).
- **Low Emission Zone Retrofit Fund** - Provides micro businesses and sole traders, who operate within the planned LEZ, with support to retrofit their existing non-compliant vehicles with Clean Vehicle Retrofit Accreditation Scheme (CVRAS) approved solutions that meet the minimum proposed standards of the LEZ. Businesses must meet all the following criteria; meet the definition of a microbusinesses (employ nine or fewer full-time employees and have a turnover of £632,000 or less, or a balance sheet of up to £316,000 in the preceding and current financial year), must not be VAT registered, must own a non-compliant vehicle which is no more than 13 years old (they must have owned it for at least 12 months), and the vehicle must operate at least weekly in the planned LEZ. In addition, the vehicle must also have an approved CVRAS retrofit solution available for the exact make and model and be one of the following:
 - Wheelchair accessible taxi
 - Light commercial vehicles – vehicles designed to carry goods that weight less than 3.5 tonnes
 - Heavy goods vehicles – vehicles designed to carry goods that weigh 3.5 tonnes or more
 - Refuse collection vehicles – vehicles specially designed to collect and transport solid waste.

Grants to support the cost of a retrofit solution are available as follows:

- light commercial vehicles – 80% of the cost, up to a maximum of £5,000

- taxis – 80% of the cost, up to a maximum of £10,000
- heavy goods vehicles and refuse collection vehicles – 80% of the cost, up to a maximum of £16,000.
- **The Bus Emissions Abatement Retrofit Programme** - Supports bus and coach operators with the cost to retrofit vehicles with Clean Vehicle Retrofit Accreditation Scheme (CVRAS) technology to a Euro VI standard or better. This funding is available to licensed bus and coach operators, local authorities and community transport operators located in or that operate on routes within Scotland's cities identified for LEZ's and/or one of Scotland's AQMAs. Successful applicants can access grant funding towards both primary and ancillary costs up to a maximum of £3,500,000 per bidder.

Eligible vehicles must meet the following criteria:

- buses and coaches operating under a Public Service Vehicle (PSV) operator licence or used for voluntary, community or other non-profit making purpose
- less than 13 years old at time of application
- a remaining service life of at least 5 years in Scotland
- conforming to Euro IV or V emission standards from factory

A number of other grants and schemes are also available to individuals and businesses wishing to switch to more sustainable travel modes, which could be used to support those affected by the LEZ:

- **eBike Loan** - Interest-free loans to help individuals purchase a new electric bike, family cargo or ecargo bike, or adaptive bike. A wide range of models and adaptations are available including tricycles, tandems, hand cycles and recumbent cycles.
- **Used Electric Vehicle Loan** - The interest-free Used Electric Vehicle Loan offers up to £20,000 to cover the cost of purchasing a used electric car or up to £5,000 for the purchase of a used electric motorcycle or moped. The loan has a repayment term of up to five years.
- **Electric Vehicle Loan** - Interest-free loans of up to £28,000 to cover the cost of purchasing a new, pure electric vehicle or up to £10,000 to cover the cost of purchasing a new electric motorcycle or moped. The loan has a repayment term of up to six years.
- **Domestic charge point funding** - Energy Saving Trust and the Office for Zero Emission Vehicles currently offers applicants £350 towards the cost of a home charge point and Energy Saving Trust will provide up to £250 further funding on top of this, with an additional £100 available for those in the most remote parts of Scotland.
- **eBike Business Loan** - Interest-free loans of up to £30,000 are available to support organisations that want to reduce the carbon impact of their transport and travel arrangements with new and more efficient alternatives. The loan covers new pedal-assisted electric bikes (up to £3,000 per bike), new cargo bikes (up to £6,000 per bike) and new adapted cycles.
- **Low Carbon Transport Business Loan** - Interest-free loans of up to £120,000 are available to Scottish businesses. The loans can be used to meet the cost of a wide range of sustainable measures to lower business transport carbon footprint including: pure electric vehicles (cars and vans - up to £28,000 for each new electric vehicle), new electric motorcycles or scooters (up to £10,000 for each vehicle), new electric / plug-in hybrid HGVs (up to £50,000 for each HGV).
- **Business charge point funding** - Funding to help organisations install electric vehicle (EV) charging infrastructure on their premises. Funding is currently available for charge points for sole use by occupiers, staff and visitors.
- **Switched on Taxi loan** - Interest-free loans of up to £120,000 are available to enable owners and operators of hackney cabs or private hire taxis to replace their current vehicle with an eligible ultra-low emission vehicle.
- **Used Electric Vehicle Loan for Business** - The interest-free Used Electric Vehicle Loan offers businesses in Scotland up to £20,000 to cover the cost of purchasing a used electric car, up to £20,000 for a used electric or plug-in hybrid electric van, up to £5,000 for a used electric motorcycle or moped.

3. Briefly describe public involvement in this proposal to date and planned

Between May and July 2019, the Council publicly consulted on LEZ proposals in Edinburgh. The consultation approach included:

- An online survey (which received 2,793 responses).
- A series of sessions with key stakeholder including the representatives from the taxi and private hire car sectors, the bus and coach sectors, and with freight sectors through the Council's ECO Stars scheme
- Engagement with wider general stakeholder groups (including health and environmental, and wider interest groups, community councils, and residents).
- Written responses from stakeholder groups and members of the public.
- Engagement with 60 primary school children
- Engagement with neighbouring local authorities in the South East Scotland region.

As part of the IIA undertaken in 2020, in-depth interviews were undertaken with business owners, business and trade representative organisations and community transport providers.

To provide input to this updated IIA, meetings were held in May/June 2021 with representatives from the Edinburgh Access Panel and Inclusion Scotland, as well as Officers working on the Council's Poverty Action Plan.

Engagement with these groups will continue as the project further refines LEZ proposals.

4. Is the proposal considered strategic under the [Fairer Scotland Duty](#)?

Yes

5. Date of IIA

A full scoping meeting on the original proposals was held in 24/06/2019. As a considerable amount of time has passed since the previous IIA was carried out and changes have been made to the proposed scheme, a second meeting was held on 20/05/21 to inform this updated IIA.

6. Who was present at the IIA? Identify facilitator, Lead Officer, report writer and any partnership representative present and main stakeholder (e.g. NHS, Council)

Name	Job Title	Date of IIA training
Suzanne Hunter	Transport Officer	01 Nov 2018
Shauna Clarke	Environmental Health Officer	
Greg McDougal	Transport Officer	

7. Evidence available at the time of the IIA

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
Data on populations in need	<p>Census 2011</p> <p>The National Records of Scotland 2017 and 2018</p> <p>DfT, April 2019</p> <p>Jacobs, Edinburgh Low Emission Zone Integrated Impact Assessment, 2020</p>	<p>The City of Edinburgh has one of the fastest growing populations of any city in the UK. Although the city has a lower share of its population over 65 years of age (12%), the wider city region has a significantly higher share (22%) than Edinburgh and Scotland (19%).</p> <p>Based on 2011 Census Data, the wards with the highest number of health conditions (including Deafness, Blindness, Physical, mental health conditions, learning disabilities etc.) were at Portobello/Craigmillar and Liberton/Gilmerton wards. Both had 31% of their total reporting health conditions. The City Centre had the lowest proportion (22%).</p> <p>According to The National Records of Scotland 2017 mid-year estimate, 15% of inhabitants in Edinburgh reported a limiting long-term health problem or disability that limited their day-to-day activities</p> <p>The total number of vehicles in the City of Edinburgh with Disabled Tax Code (Class code 78) was 7,000 and the total number of vehicles in the City classed as Disabled Passenger Carrying Vehicles were about 100.</p> <p>Higher proportion of disabled tax vehicles are present in Portobello/Craigmillar ward and Liberton/Gilmerton ward located along the south eastern side of Edinburgh.</p>
Data on service uptake / access	<p>Census 2011</p> <p>Transport Scotland, 2019, Scottish Transport Statistics (No 32-37) Editions 2012 to 2018</p> <p>Transport Scotland, 2019, Scottish Transport Statistics, 2018 (No 37)</p> <p>DVLA (2018). Number of licensed vehicles at the end of the quarter by bodytype, fuel type and estimated euro status, Edinburgh City UA.</p> <p>AECOM, 2014. Van travel trends in Great Britain, prepared for RAC foundations,</p>	<p>Car use in Edinburgh is the joint lowest of all Scottish cities. In 2010 of the 191,000 people living and working in Edinburgh, 63,500 commuted to work by car and a further 63,300 commuted by car from other local authority areas.</p> <p>LGVs are the fastest growing vehicle category in Scotland, up by 26% over the past ten years, to reach 294,000 vehicles in 2018. This trend is also evident across Great Britain where every tenth vehicle on the road is an LGV. Small enterprises represent over 90% of businesses in Edinburgh. 63% of companies rely upon vehicles, most likely LGVs, to deliver goods or drive to clients to provide a service.</p> <p>In the UK, 53% of LGVs are privately owned and 47% are commercially owned, however it is likely that many privately owned LGVs are also used for business purposes. For company-owned LGVs, most vehicle kms travelled are for collecting or</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
	<p>RHA, Clean Air Zones and HGVs – factsheet (BVRLA,FTA, NFDA and RHA,</p> <p>Scottish Government, 2018, Businesses in Scotland</p> <p>Clean Air Zones and HGVs – factsheet, 2019 (BVRLA,FTA, NFDA and RHA)</p> <p>Transport Scotland, 2019, Scottish Transport Statistics (No 32-37) Editions 2012 to 2018)</p> <p>National Atmospheric Emissions Inventory (2018), Vehicle fleet composition projections</p> <p>DVLA database on vehicles registered in the Edinburgh TTWA</p>	<p>delivering goods (35%), while for privately owned LGVs, most vehicle kms travelled are for travelling to and from work.</p> <p>On average LGVs are 6.6 years old in Scotland. The vast majority of LGVs (96%) are fuelled by diesel.</p> <p>The sectors that are most dependent on LGVs vehicles are construction; wholesale and retail trade; accommodation and food service activities; and transportation and storage. There are around 6,025 business across Edinburgh that fall within these sectors.</p> <p>Below is traffic survey data obtained February 2020 for Euro VI vehicles or better (compliant vehicles);</p> <ul style="list-style-type: none"> • HGVs: 76-95% Euro VI or better • Buses & coaches: <ul style="list-style-type: none"> 61% operators - excluding Lothian Buses Lothian Buses commitment to be 100% LEZ compliant by the end 2021. • LGV: 48% Euro VI or better (increase from 7% in 2016) <p>It is predicted that in 2023, the number of non-compliant vehicles in Edinburgh Travel to work area will be:</p> <ul style="list-style-type: none"> • ~16,000 cars • ~3610 LGV • ~120 HGV • ~120 bus <p>By 2029 it is predicted that all vehicle types will be compliant with current LEZ emissions standards due to natural fleet turnover, furthermore, for most types this is expected to be achieved by 2025.</p> <p>Transport Scotland has been monitoring transport trends during the COVID-19 outbreak. This information provides a snapshot of travel across main modes. For the period 19 - 25 April 2021, compared against a pre-pandemic baseline, we saw:</p> <ul style="list-style-type: none"> • Walking journeys up by 15% • Cycling journeys up by 10% • Concessionary bus journeys down by 55% • Rail journeys down by 80% • Ferry journeys down by 75% • Air journeys down by 80% • Car journeys down by 20%
Data on socio-economic	Scottish Index of Multiple Deprivation (SIMD)	Transport accessibility is lowest around the periphery of the city, for example, Niddrie,

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
disadvantage e.g. low income, low wealth, material deprivation, area deprivation.		Baberton, Clermiston and Granton. Many of these are areas of high deprivation as ranked by the SIMD.
Data on equality outcomes	<p>Sustrans, Bike Life, Sustrans, 2017</p> <p>Transport Scotland, Transport and Travel in Scotland, 2017.</p>	<p>In a 2017 survey, 24.5% of school pupils, stated they normally travelled to school using only private motorised mode of travel compared with 48.8% who normally use active modes.</p> <p>Women were more likely than men to walk or catch the bus to work and men were more likely to cycle to work or travel by rail.</p> <p>In Scotland twice as many men as women cycle once or twice a week for transport. In addition, people in lower income households were more likely to walk or take the bus whereas people in higher income households were more likely to drive.</p> <p>7.5% of commuters living in Edinburgh cycle to work with over 15.3 million trips made by bike in 2017.</p> <p>In the city black and minority ethnic (BAME) communities, women and over 65s are underrepresented when it comes to cycling.</p>
Research / literature evidence	Yes	<p>The Edinburgh LEZ is being progressed in close alignment with several strategies aiming to enhance placemaking and connectivity in Edinburgh, including:</p> <p>City Mobility Plan National Transport Strategy Strategic Transport Projects Review National Planning Framework Regional Transport Strategy Edinburgh City Vision 2050 2030 Sustainability Strategy City Plan 2030 Edinburgh City Centre Transformation</p>
Public / patient / client experience information	<p>An online survey (which received 2,793 responses).</p> <p>A series of sessions with key stakeholder including the representatives from the taxi and private hire car sectors, the bus and coach sectors, and with freight sectors through the Council's ECO Stars scheme</p>	<p>Findings from the consultation showed that cleaner air is important to all, but there were mixed views as to the suitability of the LEZ and to its specific aspects. General public and commercial audiences agree, albeit with differing priorities. For all however, vital questions to consider are the cost of LEZ compliance to them; the cost to life in Edinburgh (clean air, goods/services); and looking at a bigger, city and regional picture to tackle underlying issues (traffic flow, public transport, etc).</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
	<p>Engagement with wider general stakeholder groups (including health and environmental, and wider interest groups, community councils, and residents).</p> <p>Written responses from stakeholder groups and members of the public.</p> <p>Four stakeholder workshops (attendees including the representatives from the taxi and private hire car sectors, the bus and coach sectors, and with freight sectors through the Council's ECO Stars scheme).</p> <p>Engagement with 60 primary school children</p> <p>Engagement with neighbouring local authorities in the South East Scotland region.</p> <p>To provide input to this updated IIA, meetings were held in May/June 2021 with representatives from the Edinburgh Access Panel and Inclusion Scotland, as well as Officers working on the Council's Poverty Action Plan.</p>	<p>Worries about the financial effect on businesses and individuals were voiced.</p> <p>Main issues included worry about increased traffic and pollution in neighbouring streets/parks; the desire to make the area larger; and to include New Town/up to Ferry Road.</p> <p>Comments were mainly about considering exemptions, like motorbikes/scooters, buses/public transport, private cars, deliveries/ tradesmen</p>
Evidence of inclusive engagement of people who use the service and involvement findings	As above	As above
Evidence of unmet need	As above	As above
Good practice guidelines	Yes	<p>The Transport (Scotland) Act 2019</p> <p>The Low Emission Zones (Scotland) Regulations 2021</p> <p>National Transport Strategy (NTS)</p> <p>Cleaner Air for Scotland (CAFS) Strategy</p> <p>National Low Emissions Framework (NLEF)</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
Carbon emissions generated / reduced data	<p>Jacobs, Edinburgh Low Emission Zone, Revised Fleet Composition, Traffic Modelling Report, February 2021</p> <p>SEPA, Air Modelling Results, March, 2021</p>	<p>Scottish Government is monitoring the impact of COVID 19 social distancing and lockdown actions, which includes air quality. Evidence will continue to be collected on carbon emissions/air quality by the Council and Scottish Government as lock down measures are relaxed.</p> <p>A series of transport modelling tests have been undertaken to assess the impact of the LEZ on travel patterns across the city. Outputs from this have been provided to SEPA to undertake supporting air quality impact analysis. Further detail can be found in the Transport Modelling Report by Jacobs and in SEPA's report on Air Modelling.</p>
Environmental data	<p>Scottish Government, Cleaner Air for Scotland: The Road to a Healthier Future, 2015</p> <p>Public Health England, Estimating Local Mortality Burdens associated with Particulate Air Pollution, 2014.</p> <p>City of Edinburgh Council, Air Quality Annual Progress Report (APR) for City of Edinburgh Council, 2019</p> <p>SEPA, The Clearer Air for Scotland – National Modelling Framework, Air Quality Evidence Report – Edinburgh, November 2018</p> <p>City of Edinburgh Council, 2019 Air Quality Annual Progress Report (APR)</p>	<p>Poor outdoor air quality can result from contamination of the outdoor atmosphere by gaseous and particulate pollutants.</p> <p>Based on modelling, the estimated mortality burden on the population in Scotland in 2010 showed that there were around 2,000 premature deaths and a total of around 22,500 life years lost across the population which can be attributed to anthropogenic (man-made) fine particle pollution. In Edinburgh, this can be related to 205 premature deaths and 2,300 life-years lost.</p> <p>The Scottish Environment Protection Agency (SEPA) provided robust evidence of traffic pollution exceeding accepted levels in Edinburgh</p> <p>Edinburgh has five AQMAs due to NO₂ legal limit exceedances mainly due to road traffic; the sixth AQMA relates to fine particulates (PM₁₀) exceedance of the legal limit. These readings are recorded using monitoring stations around Edinburgh at different roadside placements (pavement level, lamppost, building façade etc). Road transport is primarily responsible for NO₂ concentrations at the roadside.</p> <p>The Council's Air Quality Annual Progress Report in 2019, reported a continuing trend towards compliance with legal limits. However, exceedances remained across the city, with the Central AQMA having the highest concentration of sites that exceed legal limits.</p>
Risk from cumulative impacts		<p>Cumulative impacts may come about as a result of the City Mobility Plan, Edinburgh City Centre Transformation and City Plan 2030 policies which are being developed in parallel with LEZ. Cumulative impacts will likely to be positive in relation to traffic and congestion management and active travel investment under City Mobility Plan</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
		and Edinburgh City Centre Transformation policies, and sustainable land use strategy as set out in emerging City Plan 2030. Cumulative impacts from this work will be included in due course once impact assessments of these policies/proposals have been undertaken.
Other (please specify)		
Additional evidence required		

8. In summary, what impacts were identified and which groups will they affect?

Equality, Health and Wellbeing and Human Rights	
Positive	Affected populations
The LEZ will discourage the most polluting vehicles from enter/exit/operating within the LEZ. This will reduce emissions and improve air quality and in turn have a positive effect on health on everyone, particularly of those most at risk of respiratory illness including older people/pensioners and children (including unborn children). This is the most significant positive impact of the LEZ and will have health and wellbeing benefits for a large population of residents, workers, and visitors to the area over a long period of time; therefore, the magnitude of the effect is substantial.	All, particularly children, pregnant women, disabled people and older people.
The LEZ is likely to encourage a modal shift from cars to public transport and active travel. This will result in air quality improvements, as well as benefitting the health of individuals from increased activity levels.	All
Reduction in vehicles within the boundary may improve access to services for those travelling by modes other than private car, including public transport or active travel	All, particularly relevant to those who are unemployed/on low income/people on benefits and those with mobility impairments who rely on public transport
Negative	
Bus operators may increase the price of bus tickets as a result of the increased costs to their operations arising from the need to replace or upgrade buses, so they are compliant with the LEZ. For some bus passengers the increase in price may make the journey unaffordable and result in them foregoing their journey. This may affect people's ability to engage in activities and access services or places of work, which in turn will affect their wellbeing/social activity. Mitigation: This effect will not be applicable to holders of free travel passes including older people/pensioners, disabled and subsidised travel; therefore,	Unemployed, people on benefits, single parents, homeless people, carers, part-time workers, students, young people, disabled people who rely on public transport, staff vulnerable to falling into poverty.

<p><i>the effect on most of the impacted population will be mitigated. The Council will continue to engage with bus operators to determine their proposed reactions to the LEZ. If bus operators make use of funding for upgrading and retrofitting vehicles (such as the Energy Savings Trust's BEAR retrofit fund), they may not have to increase the price of tickets. The funding options available will be clearly communicated to Transport Providers.</i></p>	
<p>Bus operators may remove non-profitable routes in response to LEZ related costs to upgrade fleet. This may negatively impact those who rely on those services to engage in activities and access services or places of work, which in turn will affect their wellbeing/social activity.</p> <p>Further work/mitigation: <i>The Council will continue to engage with bus operators to determine their proposed reactions to the LEZ. If bus operators make use of funding for upgrading and retrofitting vehicles (such as the Energy Savings Trust's BEAR retrofit fund), they may not have to remove services. The funding options available will be clearly communicated to Transport Providers.</i></p>	<p>Unemployed people, people on benefits, single parents, homeless people, carers, part-time workers, students, young people, disabled people, staff vulnerable to falling into poverty.</p>
<p>Non-English speaking people or people with low literacy/numeracy may experience negative impacts if they do not understand the implications of the LEZ. Impacts may affect permanent residents who don't understand the changes but it could also affect temporary overseas visitors who do not hold a British driving licence and are unable to speak English. The impact on overseas visitors is likely to be more prevalent when visitor numbers are higher for large cultural events.</p> <p>Mitigation: <i>The communications strategy will ensure that all impacted groups are reached where possible. Clear communications will be provided around LEZ implementation across different media in plain English, a range of languages as well as Braille. The Council also offers an Interpretation and Translation service, which provides interpreters and translations in different languages including British Sign Language. Equalities groups will be encouraged to disperse information on the proposals to their members.</i></p>	<p>People with low literacy/numeracy, tourists, minority ethnic people (including non-English speakers).</p>
<p>People with a disability who do not use public transport or rely on carers who own a non-LEZ compliant vehicle and cannot afford to upgrade, may choose to forego their journey into the City Centre. This will potentially adversely affect their opportunity to access community and leisure facilities and have a negative impact on their social activity.</p> <p>Mitigation: <i>This impact can be mitigated through exemption for disabled tax class and Blue Badge holders. The LEZ support fund could also help disabled drivers and carers who are on means tested benefits (which includes Carer's Allowance and Disability Living Allowance) and meet the other 4 criteria to upgrade or retrofit their vehicle. Those affected could also apply for the electric vehicle loan to purchase a new or used compliant electric vehicle. Clear communications will be provided around the LEZ implementation across different media to raise awareness and ensure people have sufficient time to prepare.</i></p>	<p>Disabled people and carers.</p>
<p>Minibuses providing community transport services (care providers, youth groups, school groups, elderly care providers) could be negatively impacted. Any impacts experienced by those providing care support for vulnerable people may also adversely affect those receiving care.</p> <p>Mitigation: <i>Community transport providers are eligible to claim funding from the Bus Emissions Abatement Retrofit (BEAR) programme. LGV owners can also apply for other schemes such as the Low Carbon Business Loans to purchase new electric vehicles. The Council will engage with Community</i></p>	<p>Older people/pensioners, children, disabled people, care providers, youth groups, school groups.</p>

<p><i>Transport Providers to effectively communicate LEZ proposals and on potential impact to help them prepare for the change.</i></p>	
<p>People who use their own cars which are fitted with adaptive features (such as swivel chairs) to access community and leisure facilities within the City Centre may not be able to afford the cost of transferring the adaptive features onto LEZ compliant cars as the costs range between £500 to £30,000. This in turn potentially can adversely affect their social activity/ day to day activity.</p> <p>Mitigation: <i>Mitigated through exemption for disabled tax class and Blue Badge holders. Clear communications will be provided around the LEZ implementation across different media to raise awareness and ensure people have sufficient time to prepare. To reduce potential impacts on disabled drivers who do not qualify for a Blue Badge – consideration will be given to individual time limited exemptions from LEZ Regulations, in accordance with Section 17 of the Transport (Scotland) Act 2019, for people with disabilities not recognised by the Blue Badge Scheme, but who may be at a substantial disadvantage (under Section 20 of the Equality Act).</i></p>	<p>Disabled people and carers.</p>
<p>Private Hire Vehicle and Taxi/Black cab owners on the H2S (Home to School) contract with City of Edinburgh Council to transport school children with a non-compliant LEZ vehicle may not be able to afford to upgrade their vehicle. This may impact on the H2S services offered by the Council and potentially affect school children.</p> <p>Mitigation: <i>The Council has an existing licensing regime to improve emissions standards of PHV and Taxi/Black cab which may help reduce the impact but a residual negative impact on children is possible. The Council will align this regime with the LEZ to ensure mitigation of potential impacts. Taxi owners can also make use of the funding for upgrading and retrofitting vehicles, or apply for the Switched on Taxi loan to replace their vehicle with an ultra low-emission vehicle. The funding options available will be clearly communicated to Transport Providers</i></p>	<p>Children and disabled children</p>
<p>There is a potential for people who currently use their own cars to access leisure facilities for employment and recreation to be negatively impacted if they perceive there to be personal security concerns with public transport or active travel modes. As a result, passengers may forego their journey into the City Centre, particularly at night.</p> <p>Mitigation: <i>The LEZ Support fund could help these communities (if those affected are on means tested benefits and meet the other 4 criteria) to upgrade or retrofit their vehicle and provide Travel Better vouchers. Those affected could also apply for the electric vehicle loan, electric vehicle charging point grant or eBike loan (if affordable). Clear communications will be provided around the LEZ implementation across different media to raise awareness and ensure people have sufficient time to prepare.</i></p>	<p>All, particularly minority ethnic people, disabled people, non-binary, Transgender, women, those involved in the criminal justice system, older people.</p>
<p>There are around 25 locations for religious congregation and places of worship that are located within the City Centre. If most of the visitors live outside of the City Centre and are reliant on cars, their activity may be adversely affected if they forego their journey.</p> <p>Mitigation: <i>The LEZ Support fund could help these communities (if those affected are on means tested benefits and meet the other 4 criteria) to upgrade or retrofit their vehicle and provide Travel better vouchers. Those affected could also apply for the electric vehicle loan, electric vehicle charging point grant or eBike loan (if affordable). Clear communications will</i></p>	<p>People with different religious belief/ faith</p>

<p><i>be provided around the LEZ implementation across different media to raise awareness and ensure people have sufficient time to prepare.</i></p>	
<p>Users of the Travellers site and Travelling Showman sites in Edinburgh may own non-compliant vehicles and therefore will face fines when entering the LEZ.</p> <p>Mitigation: <i>This can be mitigated through exemptions as showman's vehicles are included within the national exemption of the LEZ implementation. There are no traveller sites in the boundary so access would not be impacted by the LEZ. Travelling Showman sites are sometimes situated in the city centre. To make the Travelling groups aware, targeted engagement will take place with the Travelling and Travelling showmen communities to make them aware of the proposals.</i></p>	<p>Minority ethnic group (Travellers)</p>
<p>For some people it may not be financially viable to upgrade their vehicle. This may prevent people from having control of their social and work environment as well as reduce the equality of opportunity to access services (such as the Department for Work and Pensions, Citizens Advice Bureau etc) or employment opportunities. Some affected may not be in receipt of means tested benefits so would not be exempt.</p> <p>Mitigation: <i>The LEZ Support fund could help these communities (if those affected are on means tested benefits and meet the other 4 criteria) to upgrade or retrofit their vehicle and provide Travel Better vouchers. Those affected could also apply for the electric vehicle loan, electric vehicle charging point grant or eBike loan (if affordable).</i></p> <p><i>As part of the Council's Adaptation and Renewal Programs, the Wellbeing and Equalities priority includes an outcome to introduce 20 minute neighbourhoods. This would provide opportunities for people to access services, facilities and workplaces within a 20 minute walk or wheel of their homes which would reduce the need to travel by car.</i></p> <p><i>The City Mobility Plan includes a policy to review the city's bus network to improve inclusion, accessibility, integration and reduce congestion in the city centre. In addition, the ALEO reform proposals will create a single company to deliver future public transport services in Edinburgh, which would realise a number benefits for users. Improving public transport will encourage people to use it to access the services they need rather than private car.</i></p> <p><i>Clear communications will be provided around the LEZ implementation across different media to raise awareness and ensure people have sufficient time to prepare. Targeted engagement will take place with the affected communities.</i></p>	<p>Low income households, people on benefits, unemployed, vulnerable families, older people, pensioners, low income carers, single parents and students.</p>
<p>Rural/semi-rural communities that require frequent access to LEZ areas (e.g. work, leisure, education) may be negatively impacted as a result of the financial implications of penalty charges or the cost of upgrade/replacement of their private vehicle.</p> <p>Mitigation: <i>The LEZ Support fund could help these communities (if those affected are on means tested benefits incomes and meet the other 4 criteria) to upgrade or retrofit their vehicle and provide Travel Better vouchers. Those affected could also apply for the electric vehicle loan, electric vehicle charging point grant or eBike loan (if affordable). Clear communications will be provided around the LEZ implementation across different media to raise awareness and ensure people have sufficient time to prepare.</i></p>	<p>Rural/semi-rural communities</p>

<p><i>The Council will ensure the LEZ project aligns with the Councils strategic policies on commuting. The City Mobility Plan includes a policy to review the city's bus network to improve inclusion, accessibility, integration, and reduce congestion in the city centre. In addition, the ALEO reform proposals will create a single company to deliver future public transport services in Edinburgh, which would realise a number of benefits for users. Improving public transport will encourage people to use it to access the services they need rather than private car. In addition, measures such as introducing a Mobility as a Service system and enhancing existing or introducing new park and ride/choose facilities to enable car commuters to access low emission public transport or active modes prior to entering a LEZ will assist.</i></p>	
<p>Those who lease cars using the Motability scheme may find that their lease does not expire until after the LEZ scheme is implemented and their vehicle is not compliant.</p> <p>Mitigation: <i>The Council has engaged with the Motability scheme provider to establish the age of the vehicles for lease. The scheme provider confirmed that the majority of vehicles for lease are new or nearly new (the oldest vehicles are 5 years old) which means that all vehicles would be compliant with LEZ standards.</i></p>	<p>Disabled people</p>
<p>The LEZ may result in the displacement of traffic to areas surrounding the boundary. The Edinburgh assessment work shows that there is potential for localised impact on some boundary streets e.g. Palmerston Place and Chester Street. Traffic on these streets would increase and the proportion of non-complaint vehicles would also increase. In turn this may result in increased traffic and a reduction of air quality of those areas which could impact those living on the boundary streets. Modelling analysis indicates that in the long-term (future scenario) the impact on Palmerston Place and Chester Street is not sustained. This is likely to be due to less non-compliant traffic needing to use the diverted route, as well as vehicle standards generally improving.</p> <p>Mitigation: <i>To reduce the impact of traffic displacement on the boundary streets, mitigation measures are being developed through the network management strategy and will include measures such as junction improvements, road changes, optimised signal and improved signing. These will be reviewed regularly to ensure LEZ demand is accommodated. Monitoring of air quality has been increased in the predicted worse affected areas and further consideration will be given to future monitoring as the Scheme decision is progressed.</i></p>	<p>All, particularly those living on the boundary streets suffering from chronic respiratory illness and young children</p>

Environment and Sustainability including climate change emissions and impacts	
Positive	Affected populations
<p>Implementing LEZ will improve vehicle standards which in turn will bring air quality improvements and health & wellbeing improvements, particularly those population groups which are most sensitive to poor air quality such as those suffering from chronic respiratory illness and young children.</p>	<p>All, particularly those suffering from chronic respiratory illness and young children.</p>

Interventions that reduce local air pollution are also likely generate a positive effect on reducing factors contributing to climate change through reduced greenhouse gas emissions.	All
LEZ is likely to promote sustainable forms of transport via modal shift from cars to buses, shared cars, bicycles or walking, which in turn will have a positive impact on air quality. This may also have a positive effect on the health and well-being of people due to physical activity (cycling/walking) and exposure to outdoor spaces.	All
Quieter (alternatively fuelled) vehicles and reduced traffic flows caused by modal shift towards public transport and active travel, are likely to lead to a reduction in inner-city background noise. Lower noise pollution is anticipated to have health and productivity benefits.	All
There are potential benefits from a reduction in air pollution deposition on habitats through reduced traffic.	All
Fewer vehicular trips into urban areas covered by a LEZ and increases in the use of sustainable modes should provide opportunities to improve the quality of public spaces/public realm for non-car users.	All
Negative	
<p>The LEZ may result in the displacement of traffic to areas surrounding the boundary. The Edinburgh assessment work shows that there is potential for localised impact on some boundary streets e.g. Palmerston Place and Chester Street. Traffic on these streets would increase and the proportion of non-complaint vehicles would also increase. In turn this may result in increased traffic and a reduction of air quality of those areas. Modelling analysis indicates that in the long-term (future scenario) the impact on Palmerston Place and Chester Street is not sustained. This is likely to be due to less non-compliant traffic needing to use the diverted route, as well as vehicle standards generally improving.</p> <p>Mitigation: To reduce the impact of traffic displacement on the boundary streets, mitigation measures are being developed through the network management strategy and will include measures such as junction improvements, road changes, optimised signal and improved signing. These will be reviewed regularly to ensure LEZ demand is accommodated. Monitoring of air quality has been increased in the predicted worse affected areas and further consideration will be given to future monitoring as the Scheme decision is progressed.</p>	All, particularly those living on the boundary streets suffering from chronic respiratory illness and young children
<p>A shift towards compliant vehicles would lead to redundant non-compliant vehicles being removed from the fleet. The scrappage of these surplus vehicles may cause environmental harm if not disposed of correctly (e.g. battery disposal).</p> <p>Mitigation: Consult with local waste management facilities in addition to relevant stakeholders (e.g. Zero Waste Scotland) regarding waste management strategies to ensure vehicle components are disposed/recycled sustainably that minimise environmental impact.</p>	All

Economic including socio-economic disadvantage	
Positive	Affected populations
Increased economic activity for a number of sectors: second hand car traders, vehicle scrappage, vehicle leasing operators, active-travel distributors/repairers, and public transport operators through increased patronage.	Business communities, staff
Decreased traffic and cleaner atmosphere in the city may lead to higher quality of public spaces in the city. This could lead to more opportunities for businesses as more people are attracted to the city/city centre due to less polluted area becoming more attractive.	Business communities, staff
The development of the retrofitting and Low Emission Vehicle (LEV) industries as a result of the LEZ may create employment opportunities throughout the supply chain. Jobs involving the manufacture, maintenance, and sales/operation of lease or rental vehicles should be created.	Business communities, staff
A reduction in inner-city congestion will impact the efficiency of the public transport network. Reduced congestion should lessen delays, lower the time taken for public transport (i.e. buses) to complete their routes, and improving the efficiency of travel for both commuters and leisure seekers and encouraging mode shift.	All
Potential benefit to restaurants/cafes within LEZ areas due to improvements in air quality may encourage increase patronage.	Business communities, staff
Improved air quality may make areas within LEZs more pleasant places to work particularly for those working outdoors (e.g. market traders, street cleaners etc) including staff of restaurants/cafes with outdoor seating areas.	Business communities, staff
Negative	
<p>Decreased access to the city centre due to the LEZ vehicle standards may cause certain members of society (lower income households) to be dissuaded from applying for a job in the city. This will have a negative effect on the size and diversity of the potential workforce in Edinburgh.</p> <p>Mitigation: <i>The LEZ Support fund could help these communities (if those affected are on means tested benefits and meet the other 4 criteria) to upgrade or retrofit their vehicle and provide Travel Better vouchers. Those affected could also apply for the electric vehicle loan, electric vehicle charging point grant or eBike loan (if affordable). Clear communications will be provided around the LEZ implementation across different media to raise awareness and ensure people have sufficient time to prepare. Wider Council policies on parking are designed to dissuade people from parking in the City Centre and use more sustainable modes of transport.</i></p>	Unemployed, people on benefits, single parents, homeless people, carers, part-time workers, students, young people, disabled people, staff vulnerable to falling into poverty.
<p>Vehicle users, especially LGV, bus, and HGV, have relatively long turnover periods, requiring users to change earlier than anticipated. The need to purchase compliant vehicles and sell/scrap their non-compliant vehicle means that the users will incur additional financial cost.</p> <p>Mitigation: <i>Businesses can make use of schemes such LEZ Support Fund to dispose of non-compliant vehicles, the Low Emission Retrofit Fund to upgrade their existing vehicles, or the Low Carbon Transport Business Loan</i></p>	Business communities

<p><i>to purchase electric vehicles. CEC will engage with Businesses to effectively communicate LEZ proposals and on potential impact to help them prepare for the change.</i></p>	
<p>Small and medium sized enterprises who rely on LGVs to deliver goods or drive to clients to provide a service could be disproportionately affected due to the level of non-compliance (non-compliance rates are 48%) and the economic impacts associated with the commercial-type vehicles sector. This may negatively impact business owners, particularly small enterprises which represent over 90% of business in Edinburgh.</p> <p>Mitigation: <i>Businesses can make use of schemes such LEZ Support Fund to dispose of non-compliant vehicles, the Low Emission Retrofit Fund to upgrade their existing vehicles, or the Low Carbon Transport Business Loan to purchase electric vehicles. CEC will engage with Businesses to effectively communicate LEZ proposals and on potential impact to help them prepare for the change.</i></p>	<p>Business communities</p>

9. Is any part of this policy/ service to be carried out wholly or partly by contractors and if so how will equality, human rights including children’s rights, environmental and sustainability issues be addressed?

Where contractors are used, as part of the Council’s procurement process due regard is required to be given to all equalities and right, environmental and sustainability impacts when undertaking work on behalf of the Council.

10. Consider how you will communicate information about this policy/ service change to children and young people and those affected by sensory impairment, speech impairment, low level literacy or numeracy, learning difficulties or English as a second language? Please provide a summary of the communications plan.

A range of communication tools will be used to reach out to all types of people regardless of their age, disability or language etc. Direct communication will be undertaken with stakeholders in the form of written communication, meetings, workshops and messages will be issued through the Council’s social media channels. We will contact equalities organisations to distribute information to members. Formats will be designed to be understood by a range of population groups.

11. Is the policy likely to result in significant environmental effects, either positive or negative? If yes, it is likely that a [Strategic Environmental Assessment](#) (SEA) will be required and the impacts identified in the IIA should be included in this.

Strategic Environmental Assessment screening in 2019 highlighted the need for the LEZ to be assessed as a part of the wider Edinburgh City Centre Transformation programme and City Mobility Plan work. The SEA concluded that the cumulative impacts of introducing the LEZ along with other policies and strategies, such as the City Mobility Plan and Edinburgh City Centre Transformation, would generally be positive.

12. Additional Information and Evidence Required

If further evidence is required, please note how it will be gathered. If appropriate, mark this report as interim and submit updated final report once further evidence has been gathered.

13. Specific to this IIA only, what recommended actions have been, or will be, undertaken and by when? (these should be drawn from 7 – 11 above) Please complete:

Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)	Who will take them forward (name and job title)	Deadline for progressing	Review date
Continue to engage with bus operators to determine their proposed reactions to the LEZ.	George King, Transport Officer	ongoing	June 2021
Develop a communications strategy to ensure that all impacted groups are reached where possible	George King, Transport Officer	ongoing	June 2021
Provide clear communications around the LEZ implementation across different media to raise awareness and ensure people have sufficient time to prepare.	George King, Transport Officer	ongoing	June 2021
Engage with Community Transport Providers to effectively communicate LEZ proposals and on potential impact to help them prepare for the change.	George King, Transport Officer	ongoing	June 2021
Consideration will be given to individual time limited exemptions from LEZ Regulations, in accordance with Section 17 of the Transport (Scotland) Act 2019, for people with disabilities not recognised by the Blue Badge Scheme, but who may be at a substantial disadvantage (under Section 20 of the Equality Act).	George King, Transport Officer	ongoing	September 2021
Communicate clearly the funding options available to Transport Providers. This is also a national action for Transport Scotland.	George King, Transport Officer	ongoing	September 2021
Targeted engagement will take place with affected communities/population groups.	George King, Transport Officer	ongoing	September 2021
Ensure appropriate mitigation measures are implemented and monitored, to reduce the impact of traffic displacement on the boundary streets	George King, Transport Officer	ongoing	June 2021
Consult with local waste management facilities in addition to relevant stakeholders (e.g. Zero Waste Scotland) regarding waste management strategies to ensure vehicle components are disposed/recycled sustainably that minimise environmental impact.	George King, Transport Officer	ongoing	September 2021

14. Are there any negative impacts in section 8 for which there are no identified mitigating actions?

No

15. How will you monitor how this proposal affects different groups, including people with protected characteristics?

A period of statutory engagement and consultation will commence following the Committee meeting to make stakeholders and the public aware of the detail of the Preferred LEZ Scheme and to obtain views on the proposal. This will include engagement with the affected groups, as well as an online public consultation survey. During the engagement process, questions on equalities will form part of the consultation to obtain views and to ensure a representative sample of the impacted populations has been reached.

While working with Transport Scotland and the Energy Savings Trust, the Council will continue to monitor the uptake of LEZ Support Funds and other related retrofit funds.

16. Sign off by Head of Service/ NHS Project Lead

Name - Gareth Barwell

Date - 10th June 2021

17. Publication

Completed and signed IIAs should be sent to strategyandbusinessplanning@edinburgh.gov.uk to be published on the IIA directory on the Council website www.edinburgh.gov.uk/impactassessments

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Transport and Environment Committee

10.00am, Thursday, 17 June 2021

Winter Maintenance Review – 2020/21

Executive/routine

Wards

All

Council Commitments

[19](#)

1. Recommendations

- 1.1 It is recommended that the Committee:
 - 1.1.1 notes the information provided in this report; and
 - 1.1.2 approves to take forward the detailed design and implementation of proposed increased city-wide Priority 1 footpath coverage.

Paul Lawrence

Executive Director of Place

Contact: Cliff Hutt, Roads and Transport Infrastructure Manager

E-mail: cliff.hutt@edinburgh.gov.uk | Tel: 0131 469 3751

Winter Maintenance Review – 2020/21

2. Executive Summary

- 2.1 The winter of 2020/21 was cold and prolonged; in terms of salt spread it was the heaviest season the city has seen in almost a decade. Early January brought the presence of freezing rain as well as rain on top of snow conditions during a prolonged period of cold weather. These conditions are harder to treat than typical snow and frost conditions, particularly in footpath environments.
- 2.2 Every year a departmental review into operational delivery of the Winter Service is undertaken to capture areas for improvement. However, taking into account the lessons learnt from the more severe weather this year and the changing nature of the city in the backdrop of achieving a Carbon Neutral City by 2030, it was felt that a deeper review would better serve the service and residents.
- 2.3 The report makes several observations for implementation for future seasons, many of which are at a minor operational level. However, the primary focus of the report is on the coverage and delivery of footpath gritting across that city and the recommendation has been made for a more concise Priority 1 definition, along with an outline proposal for increased route coverage and resource requirements to give an increased priority and coverage to footpath gritting in seasons to come.

3. Background

- 3.1 The City of Edinburgh Council has a statutory duty (under Section 34 of the Roads (Scotland) Act 1984) to take such steps as it considers “reasonable to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads”.
- 3.2 The intention of this duty is not that the Council will take immediate and simultaneous steps to clear and/or treat every road whenever ice or snow exists. It is recognised by the Courts that this would be impossible and beyond the limits of available resources.
- 3.3 In recognition that the Council cannot treat every road and footpath a priority system has been agreed and implemented.

- 3.4 The Winter Maintenance service is primarily managed by Road Operations and supported in delivery by other service areas on a voluntary basis.
- 3.5 Roads Operations manage the service plan and delivery of carriageway gritting using internal Roads Operations staff; informally known as 'Roster A'. The carriageway is prioritised into Priority 1, Priority 2, Priority 3 as follows:
- 3.5.1 Priority 1 - Routes kept free of obstruction, so far as reasonably possible, on a 24/7 basis;
- 3.5.2 Priority 2 - Routes are treated after Priority 1 routes, during core hours, in ice and snow conditions; and
- 3.5.3 Priority 3 - Routes are treated in prolonged and severe conditions, during core hours and as resources allow, ensuring Priority 1 and 2 are maintained throughout.
- 3.6 The delivery of footpath and cycleway route gritting is delivered by a group of Council volunteers from a wide range of different Council services; informally known as 'Roster B'. The 'volunteers' are existing Council employees who volunteer to sit on the roster for the full season and will deliver the Winter Service around their substantive post. In doing so their line manager allows them flexibility to ensure that they are available to grit when required.
- 3.7 The footpath and cycleway routes are currently prioritised into Priority 1 and Local Priority.
- 3.7.1 Priority 1 - Routes kept free of obstruction, so far as reasonably possible, on a 24/7 basis; and
- 3.7.2 Local Priorities - Routes treated in prolonged and severe conditions, after Priority 1, as resources allow.
- 3.8 The winter season runs from mid-October to early April each year. The precise start and finish are risk assessed, depending on the latest forecast at the start and end of the season.
- 3.9 Treatment decisions are made by officers within Roads Operations twice a day for the full duration of the season. The decisions are made on three climatic domains across Edinburgh; South, North West and Urban domains. The decisions are based on dedicated meteorological forecasts tailored to Edinburgh's domains.
- 3.10 Following the most severe winter in almost a decade a winter maintenance lessons learnt review has been undertaken the findings of which are contained in this report.

4. Main report

2020/21 Season Summary

- 4.1 The winter season for 2020/21 was one of the most severe in recent years and when considered in terms of tonnes of salt spread is the heaviest since 2012/13. Figure 1 below shows the treatment history for the last 10 years.

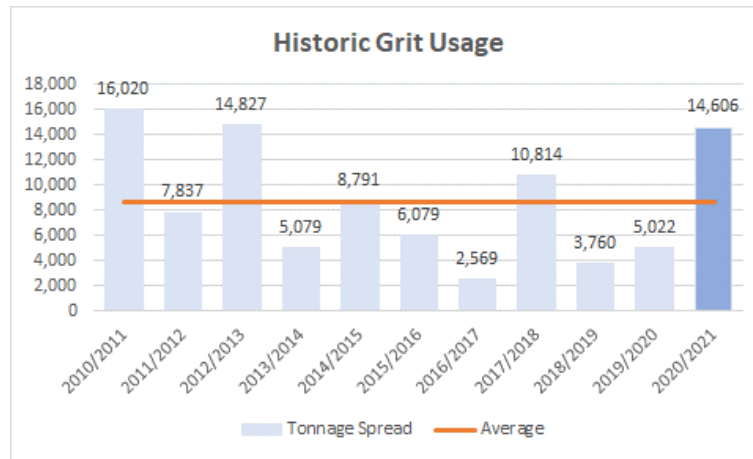


Fig 1 – Summary of Annual Salt Use

4.2 The season started quietly with negligible treatment in October and November and only minor treatment required in early December. However, conditions changed significantly in late December and treatment in some form was required almost continually right through from 26 December 2020 to 15 February 2021. February continued to require notable treatment with conditions easing in March. Figure 2 below shows the treatment summary for the season against the previous year.

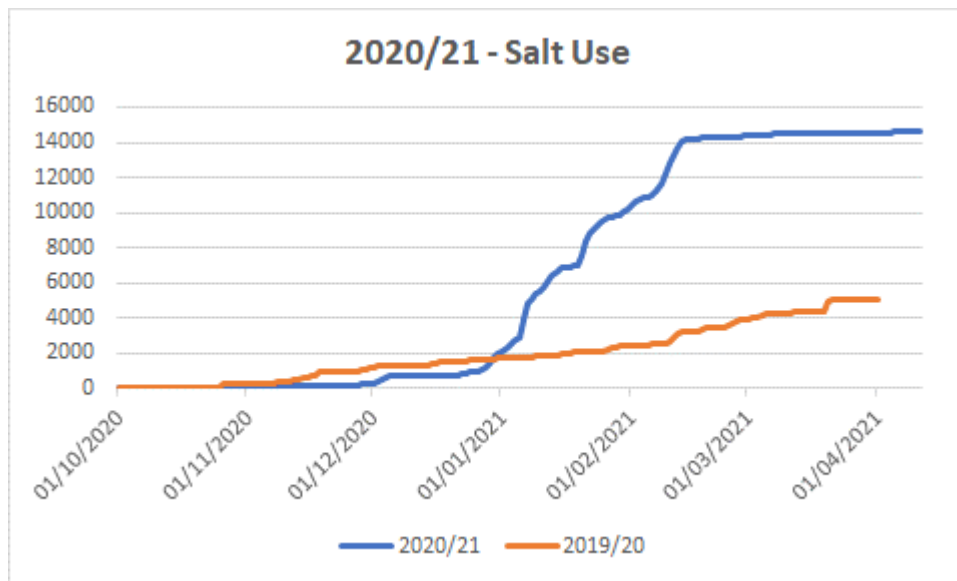


Fig 2 – Salt use profile vs Previous year (Tonnes)

4.3 January was an exceptional month and saw over 8,000 tonnes of salt spread, the equivalent of an average year in a single month or the total of both previous years combined. Early January also brought with it the presence of localised freezing rain to the east coast of Scotland and presented very challenging treatment conditions, in particular for footpaths.

- 4.4 Despite the increased salt usage on previous years, seasonal salt deliveries were unaffected by Covid-19 and, by balancing operational and strategic supplies, there was sufficient salt stocks throughout the season. The season started with a stock of 8,524 tonnes and additional deliveries of 14,790 tonnes were taken throughout the season. During this period the strategic stockpile at Braehead was decommissioned and moved to Longstone to accommodate depot rationalisation needs, and accounts for the lower figure on hand at the start of the season.
- 4.5 One particular challenge for this season was the adaptation of the service to the Covid-19 pandemic. This saw the service introduce two brand new gritting depots at the Inch and Murrayburn to separate Roster A and Roster B and create staff “bubbles” to reduce the impact of any potential outbreak and build in a level of operational resilience. In January, following the second lockdown, Roads Operations stood down its programmed works to prevent the likelihood of an outbreak and protect the priority gritting operation in light of the increased virus prevalence at the time. As it turned out the weather dictated the next two months’ operations would be purely focused on Winter Maintenance anyway.
- 4.6 Thanks to the safe working methods and plans put in place, as well as the compliance with these rules from the dedicated front-line teams there were only a small number of positive cases of Covid-19 within the operational staff and none that spread within the service. This cautious and compliant approach from staff meant that resources were uncompromised throughout, which is a credit to all staff involved, given the number of hours worked and the demanding conditions encountered.
- 4.7 Another change, brought about by Covid-19, was the introduction of Spaces for People. This meant reviewing, generating routes, resourcing and training staff to deliver another three new dedicated cycle path gritting routes in the middle of the season.
- 4.8 The service also reacted quickly to the support of the vaccination effort by enhancing and adding footpath treatment coverage to include the main vaccination centres and local medical hubs in Edinburgh.
- 4.9 In reflection of the significantly heavier than average winter, the Weather Emergency budget for the year was overspent.
- 4.10 Procurement is underway as a consortium bid with the Edinburgh, Lothian, Scottish Borders and Fife Councils (ELBF) to renew the Winter Weather forecasting contract which is due to expire in September 2021. At the time of writing, three compliant bids had been received and are being evaluated well in advance of 2021/22 season.
- 4.11 The Council’s Resilience Team are also in the process of extending the Contingency Framework Agreement for Winter Maintenance which provides emergency contractor assistance in the event of exceptional weather circumstances.

Lessons Learnt

- 4.12 Throughout the season lead officers gather information on issues arising and areas where improvements can be made. Many of these are minor operational issues and of little consequence in the more strategic sense and will be implemented as a matter of course. However, the heavier winter afforded an opportunity to highlight some of the areas that are not often considered.
- 4.13 The main themes that came through in the lessons learnt were:
- 4.13.1 Coverage of footpath and cycleway treatment;
 - 4.13.2 Replenishment of grit bins and need for strategically positioned salt storage “dumps” across the city;
 - 4.13.3 Treatment of housing developments that have not yet been adopted;
 - 4.13.4 Communication with customers on Winter Weather provision; and
 - 4.13.5 Improved resilience support to communities to help themselves.
- 4.14 Generally, the treatment of carriageways was successful across the main arterial road network, considering the weather conditions experienced.

Footpath Treatment

- 4.15 The freezing rain in early January brought with it significant challenges for footpath treatment in comparison to standard conditions and less severe winters. This created icy conditions city-wide in the first week in January and was followed by heavy snow fall. This required resource to undertake multiple passes to effectively treat the footpaths and resultantly reduce the areas and lengths that could be treated in total.
- 4.16 Edinburgh’s footpath priorities were last reviewed following the severe weather of 2010 and, while services have seen a number of operational changes in the intervening period, they have not been updated. At present Roster B’s primary focus is the Priority 1 footway network while the Local Priority routes are only treated when there is resource remaining from treatment of the Priority 1 footway network and has very limited impact.
- 4.17 In order to tackle this, the scope of the review has sought to address the fundamental question of what the priority network should consist of and what base resource is required to deliver it.
- 4.18 Before considering this, it should be noted that a Thermal Mapping exercise was undertaken in 2018 to review and demonstrate temperature variations across the city. The report confirmed the experience of officers involved in Winter Maintenance that the higher ground in the South of city was often subject to earlier, colder and more adverse conditions than other areas of the city and likely explains the current prioritisation rationale.

- 4.19 The map in Appendix 1 shows the currently agreed Priority 1 footway network. The Priority 1 footway network is currently treated on a precautionary basis as the forecast dictates.
- 4.20 The map in Appendix 2 shows the historic Local Priority footway routes that were devised following the winter of 2010/11. Again, this is treated as best possible with the available resource but at current this is limited.
- 4.21 In a severe winter such as this year, it is often necessary to make multiple passes of the Priority 1 footway network to ensure it is passable and hence put further pressure on delivering any of the Local Priority footway routes. Resultantly on current resource levels there is limited coverage of these Local Priority Routes. It should also be noted that the length of the Local Priority routes are substantially longer than the Priority 1 footway routes and do not reflect the same level of priorities.
- 4.22 Upon review of this it was decided to develop a rationale behind the definition of a new Priority 1 footway network that could be applied equally across the city. The definition is proposed as follows:
- Key arterial walking routes;
 - Access to Hospitals;
 - Access to General Practitioners (GP surgeries);
 - Access to Schools; and
 - Access to Transport hubs.
- 4.23 The rationale being that once residents make it to the arterial network they can travel safely under foot, as a primary mode of transport in its own right, along this network, providing safe access to Hospitals, GPs and Schools and catering for the demographic most in need during adverse weather. Arterial routes will be major footpaths connecting communities and will in general be adjacent to main arterial carriageways, as such these are generally well placed for access to hospitals, GP's Schools and bus stops as well as connecting communities. This will also help to ensure that residents can then access bus stops which form part of the major driver for the Priority 1 carriageway network and/or other transport hubs (tram stops and railway stations) and can then make onward journeys safely to elsewhere in the city as a secondary mode of transport.
- 4.24 To supplement this there will be a Priority 2 footway network for prolonged weather and provision of grit bins for self-help out with the Priority 1 footway network (See section 5 below).
- 4.25 Using this definition, an indicative Priority 1 network has been proposed in Appendix 3. It should be noted that detailed mapping and routing has not as of yet been undertaken and this could lead to some local variation in the final detailed routes, but the map seeks to show the indicative coverage and intention.

- 4.26 The coverage of the city is far greater than at current and importantly would place dedicated gritting resources in the local areas across the city. In times of severe weather, ice, snow or prolonged frost this would ensure a more balanced service delivery.
- 4.27 Fundamentally to provide a city-wide service will require additional resources. It is simply not possible to dilute the current resource and make it spread across the city.
- 4.28 The current and proposed coverage is summarised below:

	APPROXIMATE DISTANCE (KM)	% of Total Footpath Network	ADDITIONAL DISTANCE (KM)
EXISTING PRIORITY 1 NETWORK	258	12%	0
PROPOSAL	555	26%	297

Fig 3 – Proposal Coverage Summary or 2121km footpath network.

- 4.29 The proposed option would double footpath gritting provision and provide an additional 10/11 gritting routes across the city to supplement the existing Priority 1 footway routes currently delivered by Roster B. Appendix 8 shows how this compares to similar Local Authority groups based on the 2018/19 Society of Chief Officers of Transportation in Scotland (SCOTS) survey.
- 4.30 It has been identified that the resources within Roads Operations are at capacity delivering the carriageway treatment and Roster B has reached capacity at its current occupancy. When reviewing at the wider Place Management level it has been identified that there are sufficient resources to deliver this and, in particular, with support from Cleansing staff that have many of the transferable skills to help deliver this service.
- 4.31 The teams within Cleansing have identified additional equipment that can be added to the existing mini sweeper fleet to convert them into a gritter and undertook initial trials at the end of this winter season.
- 4.32 Upon trial of the street sweepers with winter kit they were found to have many advantages including:
- Being quicker;
 - Being quieter;
 - Carrying an increased payload; and
 - Being specifically designed for footpath operation.
- 4.33 Further investment in this equipment would allow them to be used the rest of the year round to deliver improved street cleansing outcomes as well as more productive use of equipment and funds.

- 4.34 The proposal to introduce additional treatment routes will result in additional revenue requirements on an annual basis. This will have a fixed and variable component depending on the prevailing weather in any one season. For an average winter this can be delivered with the additional revenue investment from Council of £0.5m per annum (PA) in the Weather Emergency Budget and from the wider Place Management budget.
- 4.35 To deliver the proposal, operational gritting times may need to be adjusted to align with staff hours and it will not always be possible to provide 24/7 cover. However, this would still allow for precautionary treatment (in advance of conditions forming) and reactive treatment (snow clearance) to be undertaken during core hours (5am to 5pm). It will still allow for a seven day basis throughout the entire season.
- 4.36 With regard to specific cycleway treatment Appendix 4 shows the extent of what is currently treated and includes a significant addition in the form of new Spaces for People routes. A large chunk of what is currently treated forms part of the National Cycle Network (NCN) which is shown in Appendix 5. The layout of the NCN criss-crosses the city and provides good access from all four corners to the centre.
- 4.37 Appendix 6 further shows an enhanced treatment of the NCN when the on-road sections are cross referenced against the Priority 1 carriageway network. The map highlights the areas of gaps in the routes – particularly in the city centre. Officers will look to work through the detail of this with the intention of adding further provision to provide a safe continuous route across the city.
- 4.38 In reviewing the service delivery, a major consideration has been the resourcing of the operation as this is the foundation to route coverage and new technologies are only likely to provide small efficiencies around this. However, work has also been undertaken to review the treatment types and future technologies.
- 4.39 Rock Salt is the traditionally accepted means of treating both footpaths and carriageways in frost and snow conditions and is by the far the most prevalent across Scotland. The current alternative to this is the use a liquid based treatment such as brine or Potassium Acetate.
- 4.40 Officers have had dialogue with other authorities with regards to the suitability and practicalities of these methods. With regards to brine treatment the feedback received was that for the last two years it had been utilised by another authority they had to revert back to traditional rock salt methods as the solution was not fit for purpose, particularly in lower temperatures or heavy snow conditions. They felt there was limited benefit from brine treatment and meant having to run with two solutions rather than one, stating that approximately 20% of the time it was necessary to switch back to rock salt. With regards to Potassium Acetate the trunk road operator advised that they only utilise this material on their flagship structure to reduce the corrosive potential of the material. They advised that due to the significantly increased cost of this material it was not cost effective for the use on standard footpath and cycle path routes.

Grit Bin Maintenance/Severe Weather Contingencies

- 4.41 Edinburgh currently maintains a network of around 3,000 grit bins to help resident self-help, in recognition of the fact that not all footpaths and roads can be treated by the Council as Priority 1 or 2 network. Appendix 7 shows the extend of current coverage across the city.
- 4.42 Throughout the adverse weather in January and February 2021, resources were under pressure to treat the footways and carriageways whilst also replenishing grit bins. Additional resources were deployed from Cleansing and Parks and Greenspace; however, it still took one to two weeks to replenish the bins.
- 4.43 Analysis of the replenishment showed that around 70 squad days were required to replenish all 3,000 bins from scratch; or 10 squads for seven days continuously.
- 4.44 Historically, the replenishment of the grit bins is primarily undertaken by Roads Operations when they are not gritting or undertaking essential roads maintenance.
- 4.45 In milder winters it has been possible to be reasonably reactive with replenishment requests in a timely manner and prevailing conditions have generally put less severity on timeframes. However, the increased severity and prolonged duration this year has highlighted that in these circumstances; where there is more need for replenishment due to the weather yet less staff to replenish as due to the weather they are occupied elsewhere, that an alternative solution is required.
- 4.46 To combat this a severe weather salt plan has been devised detailing on it:
 - 4.46.1 Location of over 150 locations where one tonne salt bags can be safely deployed across the city by emergency contractors; and
 - 4.46.2 Location of loose salt dumps in each local community that people can access. These locations will be mapped and will be made available to communicate via the Communications team and the website in the event they are required.
- 4.47 Another issue that was encountered this year was grit bin service requests from the website. In many instances' customers were frustrated as the website reporting tool was flawed in that it was not being updated quickly enough to reflect the current conditions on the ground. The root cause of this fell to two primary issues:
 - 4.47.1 Firstly, customers are able to make a request without selecting a specific grit bin. This means the system cannot automatically link the request to a grit bin and cannot therefore complete/close the request automatically when teams replenish the grit bin on their handheld device. To resolve this, work is on-going with ICT to amend the form to only allow customers to select a grit bin asset and offer a separate form for issues where grit bins are missing from the form.

4.47.2 Secondly, the system was designed for one-off requests and not to tackle the mass emptying and replenishment of grit bins as was seen following the adverse weather. In these circumstances the most efficient method for replenishment of the bins is not on an enquiry basis but on a full route replenishment. The lesson learnt here was to temporarily halt individual requests in lieu of a bulk replenishment programme and update the website accordingly.

4.48 As part of the wider review of Place Management resources, options for additional refilling resources are being reviewed.

4.49 As part of a longer lead item the use of Grit Bin sensors, that would automatically detect empty or emptying bins and feed back to the central asset management system, is being investigated. This would remove the need for residents to have to report empty bins. Similar technology does exist for typical cleansing bins. Due to the inherent IT dependencies the ICT and specialist IoT team are leading on the review and integration of possible solutions with the view to implementing a future trial.

Community Resilience

4.50 In conjunction with the above section on grit bin maintenance, it was found that during 2020/21 there were an increased number of residents coming forward looking to help out on an individual basis but lacked a mechanism or the equipment to do so.

4.51 It is unclear if this level of availability was a result of the Covid-19 restrictions or in direct response to the more severe weather conditions experienced this year. Either way it was clear that there was more could be done to help explore options to utilise this type of resource.

4.52 Through dialogue with other local authorities via the SCOTS, Ayrshire Alliance shared a model which they have deployed working with community councils and subsequently Scottish Borders Council advised that they are operating a similar model, both reporting positive outcomes, some of which have matured to extend beyond winter maintenance and into year round community resilience.

4.53 The model is targeted at resourcing and empowering community councils and larger voluntary organisations to help themselves. The benefit of this is that it gives a wider community input and knowledge of the local pressures and priorities as well as a focal point to plan and coordinate responses. The primary blocker to utilising volunteers this year was the lack of an agreed plan, contacts and resources which need to be thought out in advance of adverse weather.

- 4.54 Through consultation with Colinton Community Council and getting specific feedback from them on the problems they faced this season, they were very keen to trial this model out and the draft protocol is in development. The key here is to give the groups direct access into the Winter Maintenance teams so that they can advise the team of priorities and also so the Winter teams can support the community groups to get quick access to salt and the relevant planned action. It is proposed to undertake a trial in partnership with Colinton Community Council next winter alongside a limited number of other groups who are willing to participate.
- 4.55 To assist with the roll-out of this initiative the Council has secured £2,500 from contractual community benefits clauses to purchase the initial round of equipment.

Non-Adopted Roads

- 4.56 Housing development across Edinburgh is a sign of continued growth and investment and there are a number of large and ongoing developments across Edinburgh.
- 4.57 In time, many of these developments will be completed and handed over to the Council through the roads adoption process. This process is not automatic and should be instigated by the developer. Even in doing so, there is a one-year maintenance period before a road will be formally adopted.
- 4.58 In larger developments in which development can go for several years the development can be substantially occupied by residents long before the roads and footpaths are even submitted for adoption. In this period the maintenance of the roads and footpaths is the responsibility of the developer and not the Local Authority.
- 4.59 It should also be noted that there are numerous private roads across the city that the developers wished to remain private and were never put forward for adoption. The Council as Roads Authority is not responsible for and does not undertake winter maintenance treatment on these roads/footways.
- 4.60 The weather this year saw Roads Operations treat the Priority 3 carriageway routes on several occasions particularly in the higher ground in the South of the city. This led to a number of complaints from residents in these non-adopted estates that they were not receiving treatment from the Council.
- 4.61 Council policy currently is that only the adopted road network is treated. This is the same as all our neighbouring Local Authorities.
- 4.62 There are a number of considerations to treating non-adopted roads:
- 4.62.1 The Council could be held liable for causing damage to a non-adopted road;
 - 4.62.2 The Council doesn't have access to the up to date configurations and layouts of these roads so do not know what to treat;

- 4.62.3 Often on larger developments part of the site is still a live building site whilst other areas are in maintenance, presenting a potential Health and Safety issue;
 - 4.62.4 Due to the nature of how Priority 3 routes are delivered (nearest neighbour and top of the hill down) it could result in non-adopted roads being treated before adopted roads; and
 - 4.62.5 Until adopted the road is under the maintenance of the developer and not the Council – public funds would then be used to maintain what is essentially a private company's liability.
- 4.63 If the Council were to take this on they would first need to be indemnified against damage, have costs covered for managing the extents of treatment, costs covered for any actual treatment (and processing payments) and have agreement from Council to do so, so that the Council is not being seen to prioritise non adopted roads over adopted roads.
- 4.64 To do so would need to be led by the developers themselves who are ultimately responsible. In the absence of this it is proposed that developers will be written to at the start of the Winter Season to remind them of their legal obligations.

Customer Contact and Communication

- 4.65 The adverse weather this season saw an increase in customer contact with regards to Winter Maintenance. Much of this was in the form of service requests in areas that were not part of the Priority 1 network or for refill of grit bins.
- 4.66 The report has already identified a range of actions above that will assist in addressing the root causes of these enquiries and potentially prevent them from becoming issues in the first instance – for example, resolving the grit bin issues and proposing to increase treatment coverage and resources.
- 4.67 To deliver a prioritised, systematic service that best responds to the challenges of severe weather, it is simply not possible to serve every individual request. As such, the service agreed standard wording with the Customer Care and Communications teams that was used in response to queries, referring them to the gritting priority system and street map. This resulted in a significant increase in views on those pages during the winter period – on gritting pages, 43,000 views in 20/21 cf. 7,100 views in 19/20 (+516%).
- 4.68 In addition to this, daily gritting and winter weather updates were shared with colleagues in the Customer Care and Communications teams, ensuring they had the most up-to-date information. It became clear, however, that the service had to work more closely with these teams to ensure they have a greater and more detailed understanding of how the service is delivered in order to share this information more accurately with customers and other stakeholders.
- 4.69 Further joint work will, therefore, take place ahead of the next season to produce a detailed briefing document, including clear processes and protocols. It will also be useful to help brief colleagues in other services across the Council.

- 4.70 Similarly, the information that is held and displayed on the website could be improved to provide clearer and more succinct answers to the most commonly asked queries in the form of FAQs. The service will work with colleagues to develop this ahead of next winter.
- 4.71 During this season, the Winter Enquiries mailbox was updated with an automatic Out of Office message providing updated and specific information to internal colleagues and members. The service will enhance this by including further relevant information, together with adding a severe weather Out of Office message.

5. Next Steps

- 5.1 Many of the items are easily implementable without significant financial, political or resource implications and will be undertaken as operational updates as a matter of course ahead of next season. Some of the more minor changes have already been implemented and for many of the more time-consuming amendments the work has already started. For example, the location of one tonne and 3.5 tonne resilience salt dumps a draft version has already been produced and is being checked by officers.
- 5.2 Work has already commenced with ICT to implement the necessary IT changes to the grit bin web form and this will continue ahead of the 2021/22 season.
- 5.3 Should it be recommended to implement the proposal of the new Priority 1 definition and increased footpath delivery, then:
- 5.3.1 The outline route coverage will be taken to detailed design.
 - 5.3.2 Procurement/hire agreements will be developed with colleagues in Cleansing and Fleet Services to advise on earliest availability of plant.
 - 5.3.3 Work will also be undertaken with colleagues in Cleansing to begin preparatory works for setting up the service to deliver the additional routes and feed into the central Winter Maintenance System (WMS).
- 5.4 As part of the Season 2021/22 review, the implementation of the measures will be reviewed to see that the benefits have been realised, as well as providing an update on longer lead items.

6. Financial impact

- 6.1 Many of the lessons learnt can be implemented internally using existing resource with some support from internal IT and Communications colleagues and will have negligible financial impact on the existing budget.
- 6.2 The proposal presented in Appendix 3 has been costed up and can be delivered with the additional recurring £0.5m revenue funding agreed at Council on 27 April 2021.

- 6.3 Should the proposal be taken forward and the necessary funding be allocated then a procurement exercise will be required to allocate the necessary plant and equipment. Owing to procurement timelines it may be necessary to adopt an interim approach during the winter of 2021/22.

7. Stakeholder/Community Impact

- 7.1 As part of the lessons learnt senior officers met with Living Streets, in a virtual capacity owing to Covid-19, to review current resources and delivery methodology as well as to gather information from Living Streets on the main areas of concern following this seasons weather. A number of topics were discussed, and some valuable insight was gathered to feed into both changes to operational delivery and to the wider footpath rationalisation review. Examples of which were better focus on snow clearance in the channel (road edge) at dedicated crossing points in snow conditions and clearer advice on grit bins.
- 7.2 Senior officers also spoke with members of the Colinton Community Council to gather their views on the issues faced in the 2020/21 season. Good dialogue was had around how the Council can help support Community Councils to support themselves in these exceptional conditions. Access to ready salt in the Community Council area, provision of equipment, and a line into the Weather Emergency team were amongst the largest concerns. The resilience model in the main report was outlined and Colinton Community Council were very keen to avail of this and looking to engage with the service in setting up a pilot of it for next season. It was also fed back that for the community council to have a direct feed into the Winter Weather team for such events was a critical positive and is actioned through the resilience model.
- 7.3 In general, many of the views and concerns were gathered throughout the season from an assessment of the significant volume of correspondence from Members and constituents alike, from correspondence to the Winter Enquiries mailbox and directly to officers and senior officers.

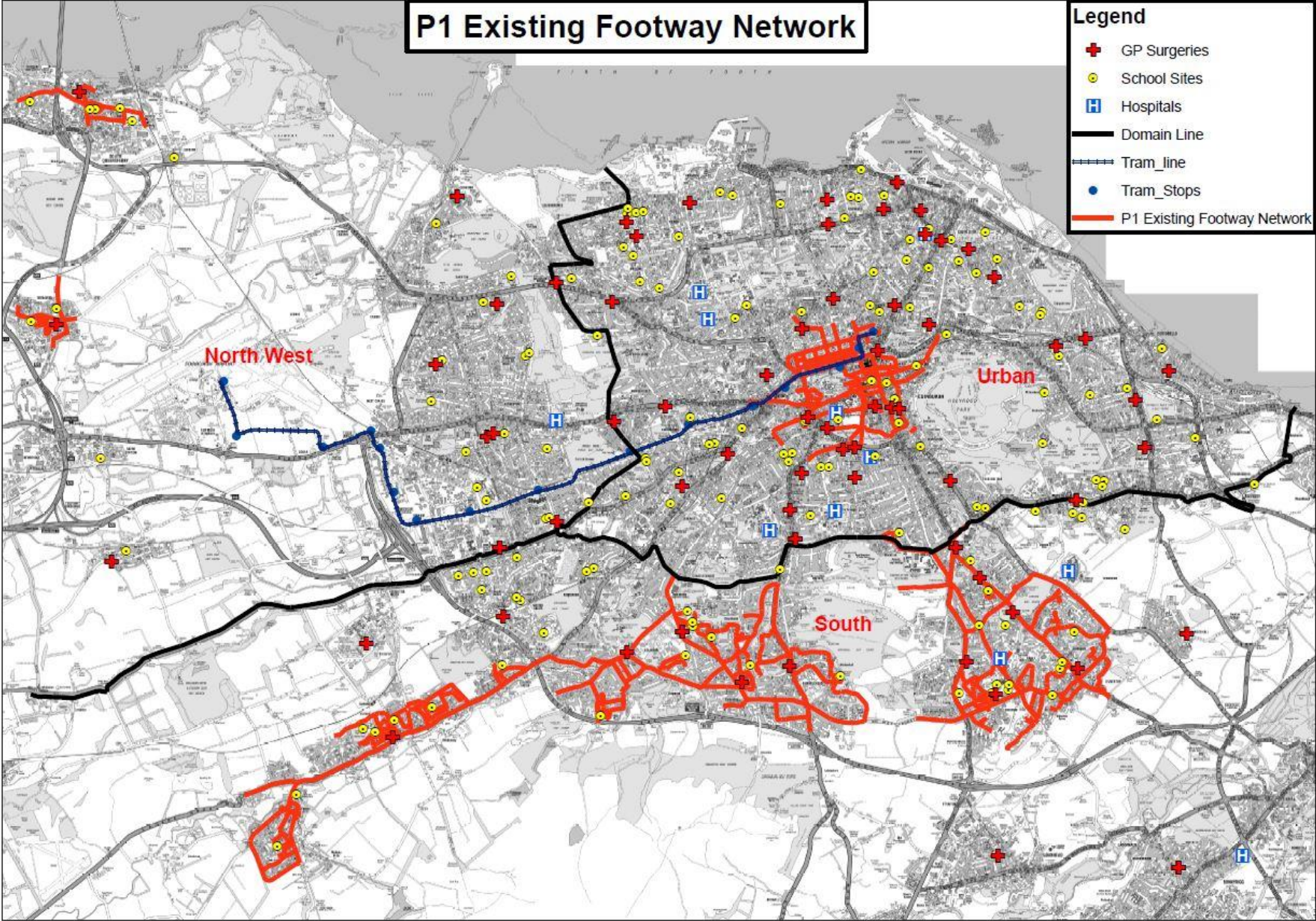
8. Background reading/external references

- 8.1 Roads (Scotland) Act 1984
- 8.2 Members Briefing Note - 664
- 8.3 Transport and Environment Committee business bulletin titled Winter Maintenance 2020-21 – Summary to Date
- 8.4 Transport and Environment Committee report dated 17 May 2018 titled Winter Maintenance Review

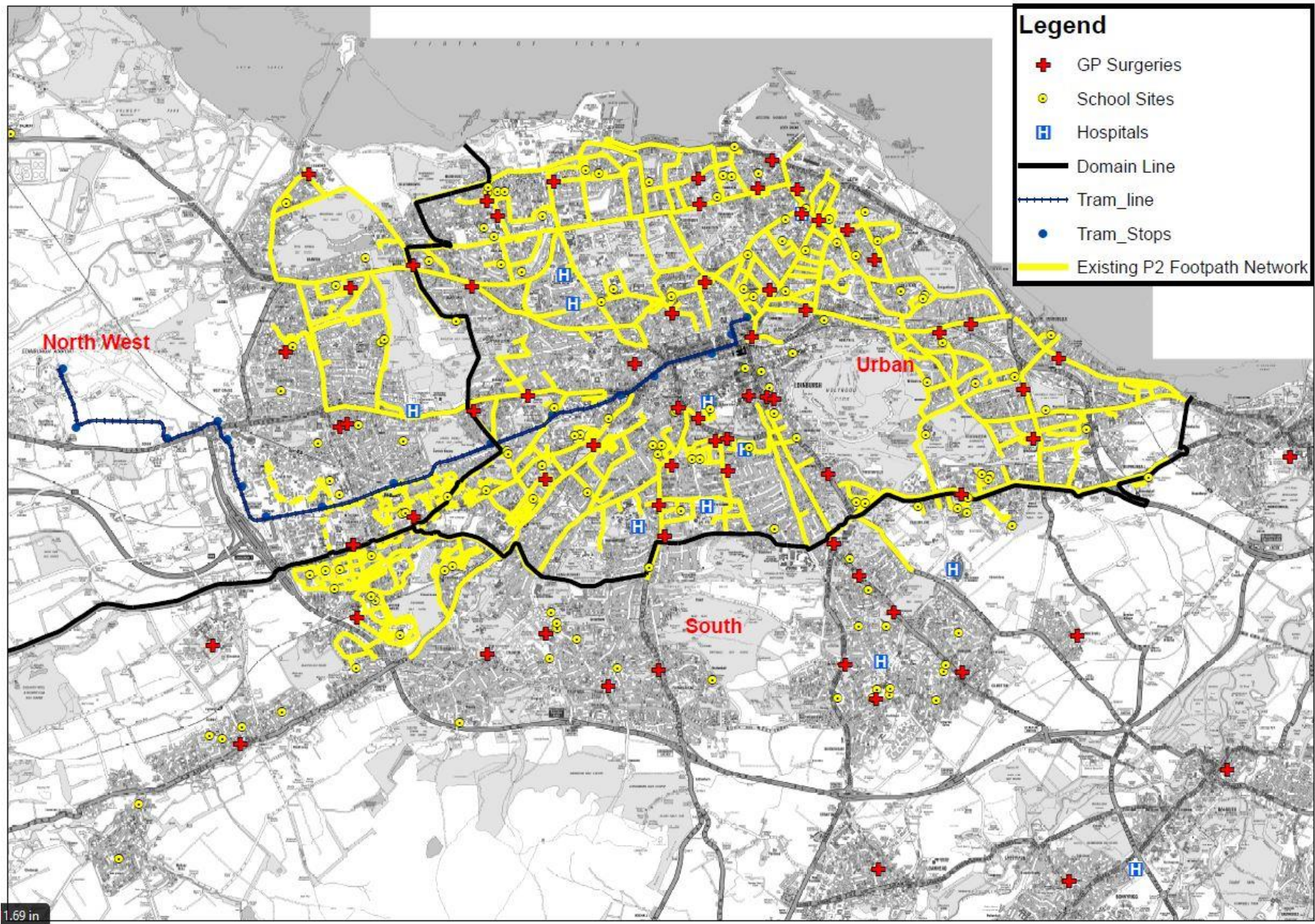
9. Appendices

- 9.1 Appendix 1 – Current Priority 1 footway coverage
- 9.2 Appendix 2 – Historic Local Priority footway coverage
- 9.3 Appendix 3 – Proposed new Priority 1 footway coverage
- 9.4 Appendix 4 – Current cycleway coverage
- 9.5 Appendix 5 – NCN coverage
- 9.6 Appendix 6 – Enhanced cycleway coverages including carriageway routes
- 9.7 Appendix 7 – Current grit bin coverage
- 9.8 Appendix 8 – SCOTS Footpath Gritting Coverage – 2018/19

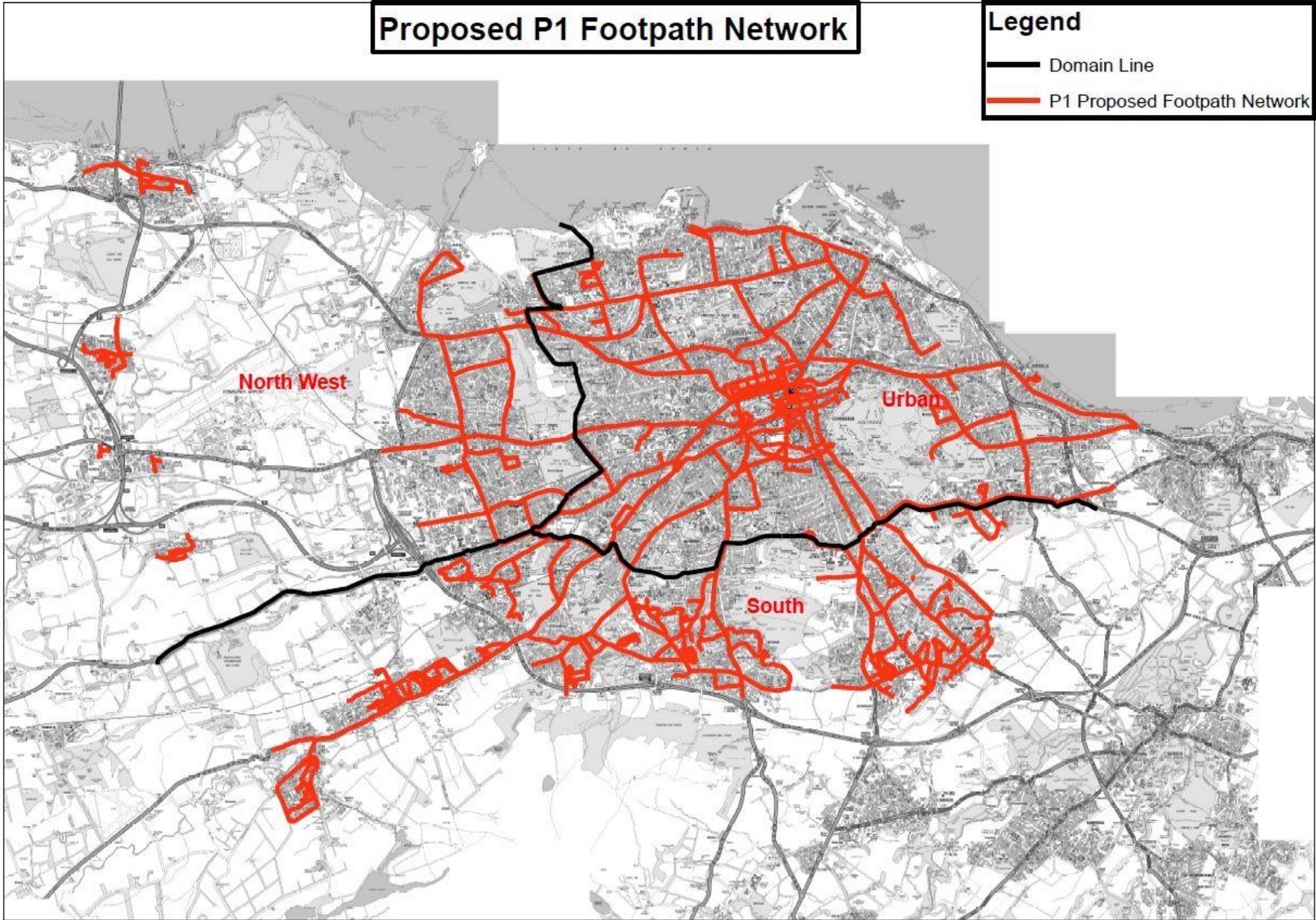
Appendix 1 – Current Priority 1 footway coverage



Appendix 2 – Historic Local Priority footway coverage

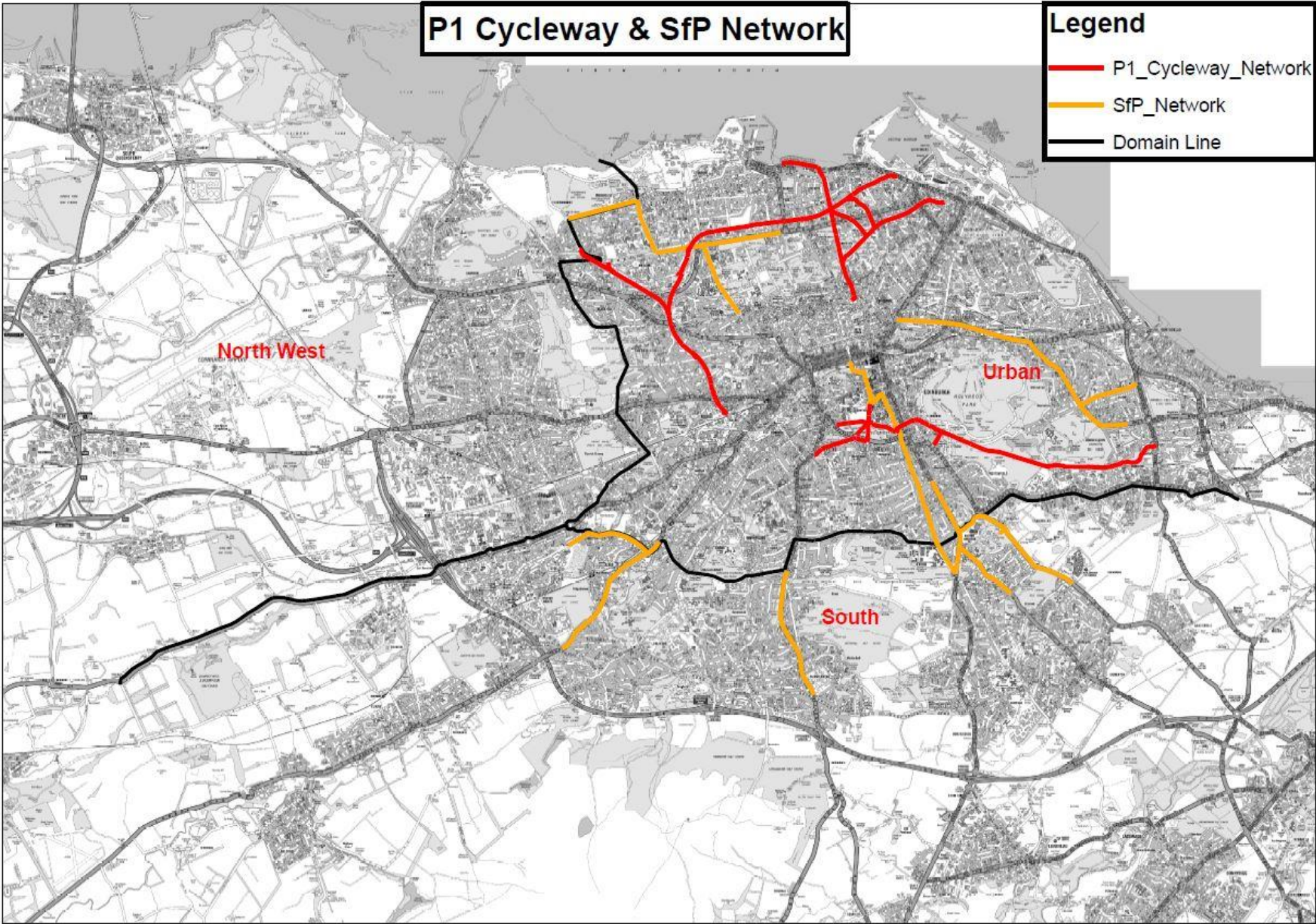


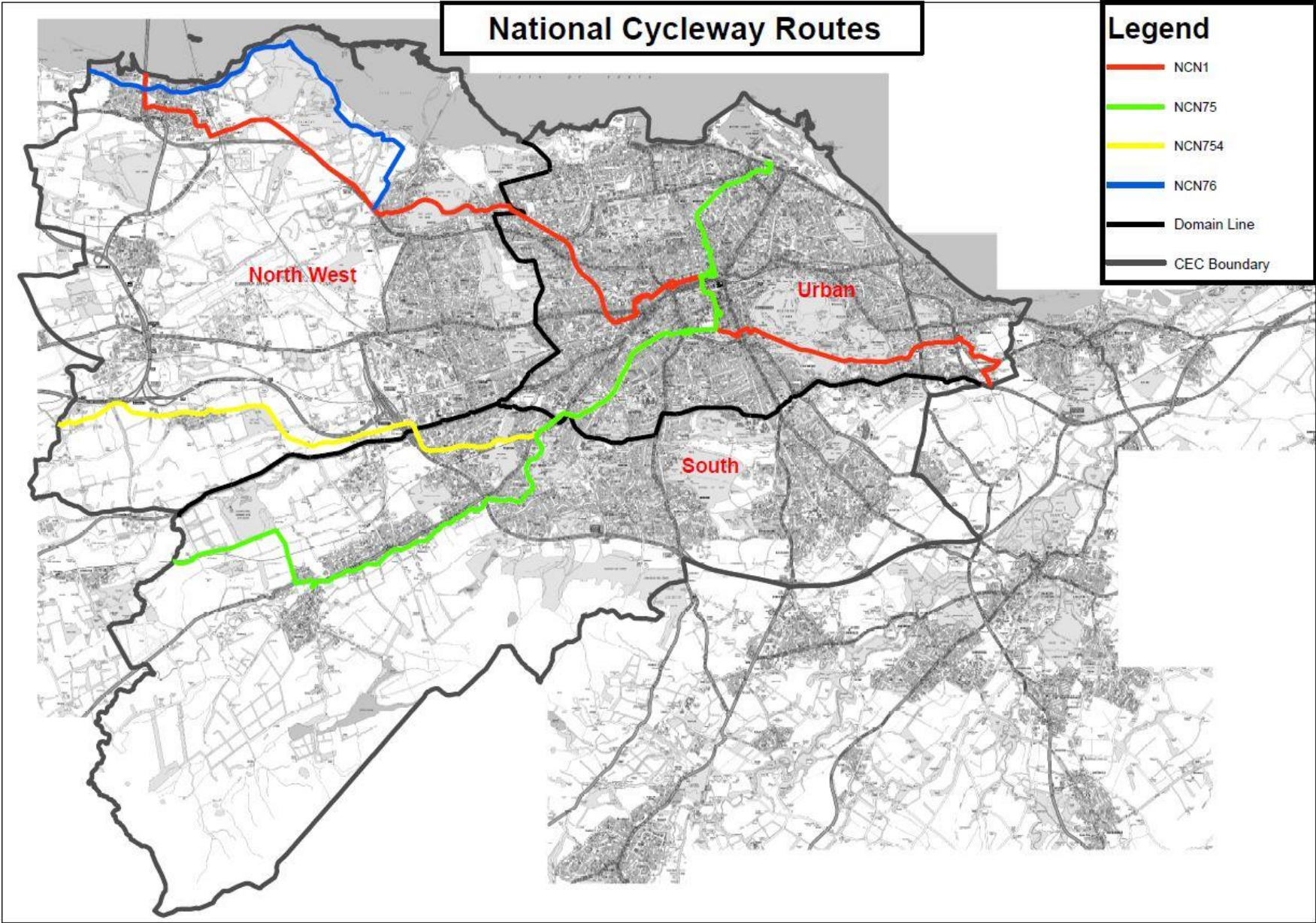
Appendix 3 – Proposed new Priority 1 footway coverage



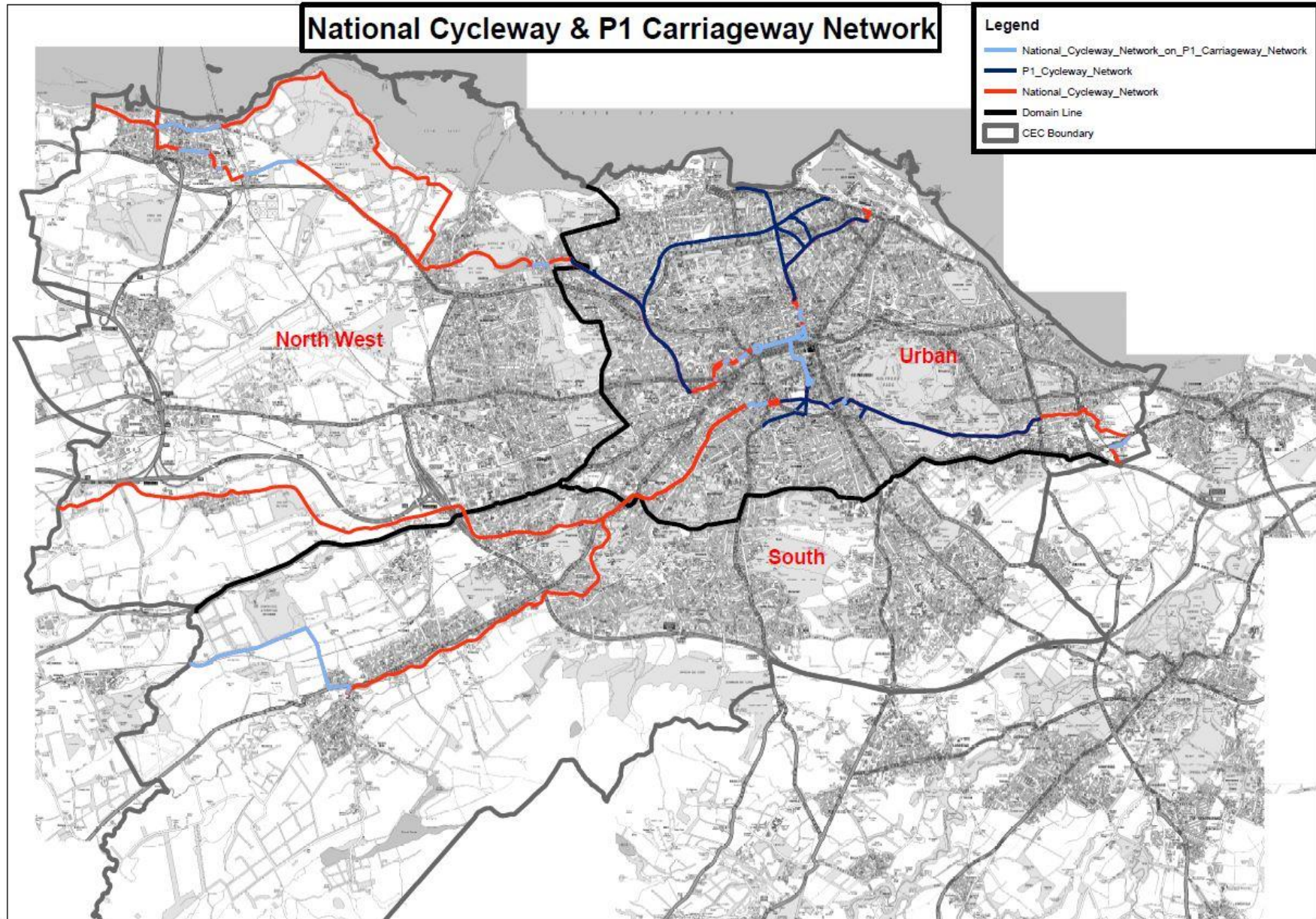
Appendix 4 – Current cycleway coverage

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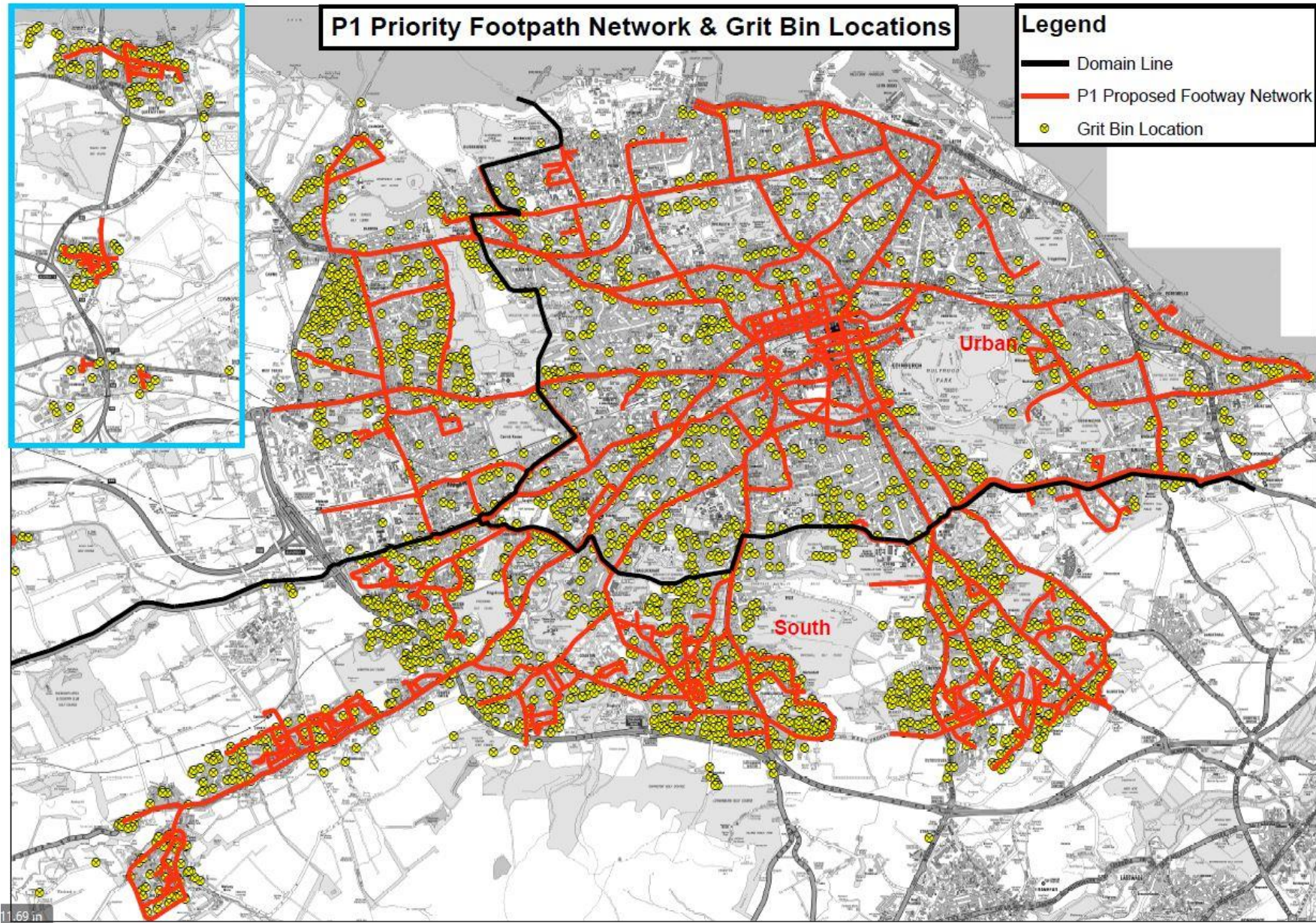





Appendix 6 – Enhanced cycleway coverages including carriageway routes



Appendix 7 – Current grit bin coverage



Appendix 8 – SCOTS Footpath Gritting Coverage – 2018/19

		SCOTS Road Asse4 Footways Perform 9	
Go to 'Footways' Summary		Safety % of footway network deemed top priority (Winter Maintenance operations)	11.4.02
PIN	Name of Authority		L
Confidence rating (H, M, L)			Stat
PI / Stat			↑
Ideal Position			
Family Group 5 (City)			
8073	Aberdeen City Council	No data	
8159	Dundee City Council	22.81%	
8015	City of Edinburgh Council	11.22%	
8016	Glasgow City Council	11.33%	

Family Group 4 (Urban)		
8087	Clackmannanshire Council	18.27%
8014	East Dunbartonshire Council	15.35%
8137	East Renfrewshire Council	No data
8071	Falkirk Council	9.93%
8060	Inverclyde Council	No data
8121	North Lanarkshire Council	6.38%
8036	Renfrewshire Council	13.10%
8057	West Dunbartonshire Council	1.57%

Family Group 3 (Semi Urban)		
8082	East Ayrshire Council	14.37%
8064	East Lothian Council	1.66%
8134	Fife Council	4.92%
8027	Midlothian Council	No data
8059	North Ayrshire Council	6.21%
8042	South Ayrshire Council	0.11%
8120	South Lanarkshire Council	3.38%
8040	Stirling Council	19.71%
8109	West Lothian Council	16.91%

Transport and Environment Committee

10.00am, Thursday, 17 June 2021

Transport Infrastructure Investment – Capital Delivery Priorities for 2021/22

Executive/routine Wards Council Commitments	Executive All 15 , 16 , 17 , 19
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1. Recommendations

- 1.1 It is recommended that the Committee:
- 1.1.1 Notes the breakdown of the allocation of the capital budget for 2021/22 shown in Appendix 1;
 - 1.1.2 Approves the programme of proposed works for 2021/22, as detailed in section three of the report, and in Appendices 1 and 2;
 - 1.1.3 Approves the Neighbourhood Environment Programme (NEPs) funding proposals for 2021/22, as detailed in 4.36 – 4.38; and
 - 1.1.4 Notes the use of external consultants to carry out Principal Bridge Inspections and design work as detailed in 4.39 - 4.46.

Paul Lawrence

Executive Director of Place

Contact: Cliff Hutt, Service Manager – Roads and Transport Infrastructure

E-mail: cliff.hutt@edinburgh.gov.uk | Tel: 0131 469 3751

Transport Infrastructure Investment – Capital Delivery Priorities for 2021/22

2. Executive Summary

- 2.1 This report seeks approval for the allocation of the Transport Infrastructure Capital budgets and programme of works for 2021/22. This includes carriageways, footways, street lighting and traffic signals and structures. The budget figures listed in this report includes the 2021/22 Council approved budget and an additional £4m capital investment in carriageway and footway renewals.
- 2.2 The carriageway and footway schemes listed in this report were selected for capital investment using a scheme of prioritisation which uses condition assessment scores, prioritisation criteria and weightings.
- 2.3 The budget allocation and lists of maintenance schemes in this report aim to ensure that the condition of roads and footways improve, whilst fulfilling the objective that the prioritisation reflects and supports the Council's City Mobility Plan objectives.
- 2.4 Road structures assets are maintained in accordance with national standards and Government legislation. Excessively high maintenance costs are avoided, as far as possible, by undertaking regular condition inspections and prioritising required work.

3. Background

- 3.1 The Council's capital budget for 2021/22 was agreed at the Council meeting on [18 February 2021](#) as part of the capital investment programme.
- 3.2 An additional £6m has been allocated in 2021/22 for carriageway and footway investment across the transport network. This budget was approved by the Council's Finance and Resources Committee on [20 May 2021](#). Of this £6m, £4m has been capitalised with the remaining £2m allocated to patching and permanent repair works.

- 3.4 The Roads and Footway Capital Investment Programme for 2021/22 proposes the capital budget of £20.022m should be allocated across six different work streams: carriageways and footways, street lighting and traffic signals; road structures; other asset management; road operations and miscellaneous. The carriageway and footways work accounts for £14.147m or 70% of the available funding.
- 3.5 A methodology of prioritisation, approved by Transport and Environment Committee in [January 2016](#), is used to identify which projects should be included in this part of the programme.
- 3.6 The Council's carriageway and footway stock has a gross replacement cost of £2,260m. It is essential that the carriageways and footways are maintained to an acceptable standard. A new investment strategy for carriageways was agreed by the Transport and Environment Committee in [October 2015](#), which will ensure improvements in the carriageway condition throughout the city.
- 3.7 The Council's Bridge stock has a gross replacement cost of £1,340m. It is essential that these structures are inspected and adequately maintained to ensure that the road network can operate efficiently and safely.
- 3.8 Bridges are inspected at regular intervals and the work is prioritised based on these inspections. A Bridge Structure Condition Indicator (BSCI) is calculated for the whole bridge and critical load bearing members, in line with national guidance, and a score is developed. These scores are used to help prioritise work.
- 3.9 An inspection programme was undertaken for retaining walls, greater than 1.5m, in 2017/18 to obtain condition data, bringing this into line with the bridge stock.
- 3.10 In addition, a 10% capital budget commitment has been made to cycling improvements (this has already been "top-sliced" from the original budget). This is in line with the Council commitment to allocate a percentage of the Transport budget to improve cycling facilities throughout Edinburgh.

4. Main report

Capital Budget Provision 2019/20 – 2021/22

- 4.1 The current and projected capital allocation for Infrastructure for 2020 to 2023 is shown in Appendix 1. This outlines how the proposed budget will be allocated across the six elements of the programme in 2021/22.

Carriageway Investment

- 4.2 The carriageway and footway element of the capital programme is based on a scheme of prioritisation which uses condition assessment scores, prioritisation criteria and weightings to determine which projects should be prioritised for investment.

- 4.3 The condition of Edinburgh's roads is assessed annually as part of the Scottish Roads Maintenance Condition Survey (SRMCS), an independent survey of road conditions in all 32 Scottish local authorities. The survey provides each local authority with a Road Condition Index (RCI) which identifies the percentage of roads in need of maintenance.
- 4.4 The RCI consists of three categories of deterioration: Red, Amber 1 and Amber 2, with roads in the red category being in the worst condition. Roads in the Amber condition indicate that further investigation is required to establish if preventative treatment is required. Roads in the red category have deteriorated beyond preventative maintenance and will require more robust treatments in order to prolong its future.
- 4.5 As part of the modelling work for the Transport Asset Management Plan (TAMP), alternative scenarios for capital investment were developed. These scenarios were predicated on a more preventative approach, aimed at roads that are in the Amber condition categories. Investment on these roads require less expensive treatments (e.g. surface dressing, micro asphalts), which improve the condition of the carriageway or footway and delay the need for more expensive resurfacing or strengthening treatments. Owing to the cheaper cost of the treatments required on Amber condition roads, more roads can be treated each year.
- 4.6 The winter period in 2020/21 caused accelerated deterioration across the transport network, in particular, the carriageway network. This was caused by the excessively wet and prolonged freezing weather conditions. This resulted in multiple freeze/thaw events that caused excessive damage to roads. Due to this, it is important the delivery of carriageway renewal schemes is maximised in 2021/22.
- 4.7 The majority of the additional £4m investment in 2021/22 has been targeted across the carriageway network in order to achieve that best possible improvement in road condition.
- 4.8 The UK Pavement Management System (UKPMS) is the national standard for management systems for assessing the condition of the local road network and for planning the type of investment that is required.
- 4.9 The UKPMS is used for systematic collection and analysis of condition data, i.e. Scottish Road Maintenance Condition Survey. The UKPMS analyses specific types of defects i.e. cracking, texture, profile and rutting, to select which roads should be considered for preventative, resurfacing or strengthening treatments.
- 4.10 A prioritisation weighting of 5% to carriageway schemes that have an existing on-road cycle lane continues to be applied. This will promote carriageway renewal schemes heavily used by cyclists.
- 4.11 Edinburgh is the only local authority in Scotland to include such a weighting. This further enforces the Council's commitment to active travel.

Footway Investment

- 4.12 The footway element of the capital programme is based on a scheme of prioritisation which uses condition assessment scores, prioritisation criteria and footfall weightings to determine which projects should be prioritised for investment.
- 4.13 The prioritisation system for the capital programme is designed to ensure that the strategic road and footway network is maintained in line with the Local Transport Strategy and the Active Travel Action Plan.
- 4.14 It is proposed to allocate £0.5m for Local Footways in 2021/22. This will allow resurfacing works to be carried out on rural and residential footways that would be unlikely to feature in a capital programme of works, due to their low prioritisation score.
- 4.15 It is also proposed to treat local footways with surfacing procedures i.e. slurry sealing. This is a preventative treatment and will allow a far greater number of footways to be treated each year.
- 4.16 Whilst the aim of the footway improvement schemes is to improve the surface condition, footway schemes will also result in improved facilities for walking in Edinburgh's streets.

Co-ordination

- 4.17 Appendix 2 details the capital investment schemes that are planned for delivery in 2021/22.
- 4.18 Any proposed scheme on arterial routes or in the city centre will be considered by the City-Wide Traffic Management Group to determine whether the works can be carried out and what conditions could be put in place (phasing, off peak working, etc) to minimise disruption.

Public Realm

- 4.19 The Roads and Footways Capital Programme also supports public realm projects identified by the Streetscape Delivery Group and Transport Planning.
- 4.20 Several carriageway and footway renewal schemes will contribute to public realm improvements, through use of high specification materials such as natural stone slabs and setts, as well as improvements in design and layout, utilising the Street Design Guidance. In 2021/22 this will include the High Street, Queensferry High Street and carriageway and footway schemes in World Heritage Site (WHS) and Conservation areas.

Street Lighting and Traffic Signals

- 4.21 In common with many other authorities across the UK, Edinburgh has a large number of street lighting columns that are over 30 years old and require replacement. Where individual columns fail a structural test, they are replaced on a one for one basis. Where the number of columns requiring urgent replacement in any particular street exceeds 40%, it is more efficient and practical to renew the lighting stock of the whole street and this forms the basis of the street lighting programme. The test-failed street lighting columns are prioritised in the programme with the worst columns being replaced first. The budget for street lighting works in 2021/22 is £1.350m. The programme of Street Lighting works is shown in Appendix 3.
- 4.22 On [27 October 2015](#), the Transport and Environment Committee approved, in principle, the business case for the roll out of Light Emitting Diode (LED) lanterns across the city and the report was referred to Council on [19 November 2015](#) where the prudential borrowing was approved.
- 4.23 [On 23 January 2018](#), the Finance and Resources Committee approved the award of the contract for these works.
- 4.24 The business case supported the roll out of 54,000 energy efficient street lighting lanterns over a three-year programme, and the introduction of a Central Management System, at a total cost, including financing, of £40.132m. The forecast energy, Carbon Reduction Commitment and maintenance savings/cost avoidance over 20 years resulting from this project is £54.157m.
- 4.25 Work to roll out energy efficient street lighting lanterns started in October 2018. It is anticipated that this programme will complete in 2021/22.
- 4.26 Edinburgh's traffic signal assets are maintained by in-house staff with assistance from Siemens Intelligent Traffic Systems, the current maintenance contractor. Each asset is electrically and mechanically inspected on an annual basis with preventative maintenance taking place as part of the inspection process.
- 4.27 The average age of the traffic signals asset is in excess of 25 years and is prioritised for replacement using ten separate criteria, with higher weighting placed on age, condition and availability of pedestrian facilities.

Other Asset Management

- 4.28 It is proposed to invest £0.3m in other asset renewals. This programme of asset replacement or renewals is carried out in conjunction with footway schemes that are included in the carriageway and footway programme and involves the replacement of street furniture, street lighting and traffic signals. In the case of street lighting, where the lighting columns on a footway improvement scheme are more than 30 years old (i.e. exceeds their design life), it is more efficient to replace the lighting columns at the same time as the footway works.

Roads Operations

- 4.29 All footway reconstruction schemes incorporate dropped crossings at junction points, if not already existing. Further to this, an allocation of £0.08m is given to Roads Operations to install dropped crossings at various locations throughout the city on footpaths that are not included in the capital list of footway schemes.
- 4.30 It is proposed to increase the allocation for drainage repairs to £0.3m. This will be used to repair failed gully tails and frames throughout Edinburgh.
- 4.31 A further £0.5m will be allocated for Bus Stop Maintenance. This will allow Roads Operations to carry out extensive repairs in and around bus stops that have deteriorated as a result of the continuous, repetitive, wear.
- 4.32 It is proposed to allocate £0.5m for a Carriageway Enhancement Programme. This would allow Road Services to renew carriageways, outwith the surfacing programme, that are too extensive for revenue repairs to be holistically surfaced. It would, therefore, negate the need for them to be considered for capital investment and significantly increase the life of the asset. Roads surfaced through this process will need only very minimal, if any, revenue repairs over a period of many years.
- 4.33 In addition to the capital allocation for Roads Operations, £2m has been allocated from the additional roads and pavements £6m budget to allow Roads Operations to carry out procurement of packages of work to undertake patching and permanent repair work as a follow-up in those streets where there have been temporary make-safe repairs over the winter.

Inspection, Design and Supervision

- 4.34 Inspection, design and supervision is a large element of work that is required when delivering the capital carriageway and footway schemes. It is proposed to allocate £1.900m from the carriageway and footway budget, for this work. The inspection, design and supervision budget will be closely monitored and, if the costs are lower than expected, then the funding will be re-allocated and used to bring forward additional carriageway and footway schemes.
- 4.35 The majority of the schemes selected for investment will be designed by the Council's in-house transport design teams. However, an external consultancy contract will come into effect in June 2021. This will be used to augment the in-house resource in the delivery of the capital investment programme.

Neighbourhood Environmental Projects

- 4.36 Due to other delivery commitments and the Covid-19 pandemic in 2020/21 there has been very little delivery of Neighbourhood Environmental Projects (NEPs). This has resulted in £1m of NEPs funding being carried forward into 2021/22.
- 4.37 A programme of outstanding NEPs commitments is currently being developed, using existing funding, with delivery of these projects starting in 2021/22. It is therefore proposed that no additional funding is allocated to NEPs projects in 2021/22.

- 4.38 A new NEPs allocation will be introduced in 2022/23, primarily based on local traffic management interventions.

Cycling Improvements

- 4.39 The Council has a commitment to allocate a percentage of the Transport revenue and capital budgets to improve cycling facilities throughout Edinburgh. This was introduced in 2012/13, when 5% was allocated with a commitment to increase this by 1% each year, up to 10%. 10% of capital budgets will be allocated for cycling related improvements in 2021/22.
- 4.40 The 10% budget commitment will enable the Council to deliver new cycling infrastructure, including the creation of links between existing off-road routes and upgrading the facilities that are available on-road.

Bridges and Structures

- 4.41 There are 352 bridges and road structures, on the adopted road network, within the city with a span greater than 1.5m. This includes road bridges, foot bridges, underpasses, tunnels and gantries. The bridges and road structures receive a General Inspection (GI) over a two-year cycle. This is a visual inspection from ground level of parts of the bridge that are readily accessible.
- 4.42 In addition to the GI, a Principal Bridge Inspection (PBI) is required to be undertaken at six-year intervals which entails the inspecting engineer being within touching distance of every part of the bridge. There may also be the need for intrusive inspections including testing of materials and specialist support such as divers to inspect parts of the structure.
- 4.43 Recently, additional funding was made available which allowed a Risk Based PBI Programme to be introduced, which can increase the PBI interval for some structures from six to twelve years. A total of 142 bridges were prioritised in 2016/2017 over a six-year period. After three years 77 inspections have been completed. Following this initial programme, the rest of the structure stock will require a Principal Inspection to be undertaken.
- 4.44 From the GIs and PBIs, bridges are given scores based on their condition and individual parts of the structure that require to be repaired are highlighted. These scores are used to develop the programme of work, together with other factors such as volume of use, location, relationship with other parties and other work in the vicinity.
- 4.45 The scores for all bridges are totalled and averaged and this helps provide an indication of the condition of the bridge stock.
- 4.46 There are 68km of retaining walls with a retained height over 1.5m associated with the road network. A total of 866 walls were inspected in 2018, and condition scores have been calculated in a similar manner to the bridges. An inspection and repair programme has been developed.

- 4.47 Over the past twenty years an assessment programme was undertaken to establish the load carrying capacity of the bridge stock, identifying bridges that require strengthening or where interim control measures were required. The results of the assessments are required to be reviewed, particularly where the loading regime has changed, or structural deterioration has reduced the structural capacity. Accordingly, a programme of Structural Reviews will be produced in 2021/2022 to prioritise the structures that should be reviewed.
- 4.48 The projects being delivered in 2021/22 are: Balerno Bridge refurbishment, Fillyside Road Bridge North Repainting, West Mill Road Culvert Replacement and Retaining Walls Masonry Work Programme.

Street Design Guidance

- 4.49 This Committee approved Edinburgh's [Street Design Guidance](#) at its meeting on [25 August 2015](#). This Guidance sets out the City of Edinburgh Council's design expectations and aspirations for streets within the Council area.
- 4.50 The guidance is currently embedded in the design process for all carriageway and footway schemes. However, it is essential that carriageway and footways repairs are maximised in 2021/22 in order to address the deterioration of the network over the winter. Therefore, to ensure delivery of this year's capital investment programme, including the additional £4m investment it may only be possible to implement minimal ESDG principles, in particular, with carriageway schemes, as full implementation can significantly delay delivery of renewal schemes.

Consultation

- 4.51 Consultation will take place on the 2021/22 capital renewal schemes that have been selected for investment with Living Streets, Spokes, Lothian Buses and Edinburgh World Heritage.
- 4.52 Internal consultation will also take place with Active Travel, Road Safety, Public Transport and Roads Operations Teams.

Capital Delivery

- 4.53 It is clear that the Covid-19 situation has had, and will continue to have, an effect on delivery of capital renewal schemes.
- 4.54 It is the aim of the design and delivery teams to deliver all of the schemes listed in this report in 2021/22. Any scheme that is not delivered in 2021/22 will be re-prioritised for delivery in a future financial year.

5. Next Steps

- 5.1 The programme of works for 2021/22 will be progressed.
- 5.2 The capital investment programme will continue to be reviewed regularly to ensure that any adjustment is made to the programme as soon as possible.

- 5.3 The assessment of the condition of the city's roads is measured annually by the Scottish Road Condition Measurement Survey (SRCMS). This survey shows the percentage of roads that should be considered for maintenance intervention. Edinburgh's Road Condition Index (RCI) has improved from 42.3% in 2005/6 to 37.1% in 2018/20. However, this is a deterioration from 33.5% in 2017/19.
- 5.4 A continual gradual improvement in Edinburgh's RCI will be a measure of the success the Council's road maintenance policies. Additional funding in 2021/22 will be targeted at improving Edinburgh's RCI.

6. Financial impact

- 6.1 The cost of improvement works, listed in Appendix 1, will be funded from the approved capital allocation for roads and footway investment.
- 6.2 This report sets out capital expenditure of £20.022m. The loans charges associated with this over a 30-year period would be a principal amount of £20.022m and interest of £15.203m, resulting in a total cost of £35.225m based on an assumed loans fund interest rate of 3.97%. This represents an annual cost of £1.174m to be met from the corporate loans charge budget.
- 6.3 It should be noted that the Council's Capital Investment Programme is funded through a combination of General Capital Grant from the Scottish Government, Developers and Third-Party Contributions, capital receipts and borrowing. The borrowing required is carried out in line with the Council's approved Treasury Management Strategy and is provided for on an overall programme basis rather than for individual capital projects.
- 6.4 The loan charge estimates above are based on the assumption of borrowing in full for this capital project.

7. Stakeholder/Community Impact

- 7.1 There are no significant compliance, governance or regulatory implications expected as a result of approving the recommendations in this report.
- 7.2 The investment in the city's roads, footways, gullies and street lighting improves the accessibility and safety of the road and footway network and therefore has a positive impact for all users, particularly older people and those with a disability.
- 7.3 There are no significant sustainability implications expected as a result of approving the recommendations in this report.

8. Background reading/external references

- 8.1 [Carriageway and Footway Investment Strategy 2016](#)

9. Appendices

- 9.1 Appendix 1 Capital Budget Allocation
- 9.2 Appendix 2 Proposed Capital Delivery Programme – April 2021 – March 2022
- 9.3 Appendix 3 Proposed Capital Street Lighting Programme – April 2021 – March 2022

Capital Budget Allocation

Current and Predicted Capital Allocation

	2020/21	2021/22	2022/23
£m	15.006	20.022	15.853

Proposed Budget Allocation for 2021/22

<u>Carriageways & Footways</u>	<u>£m</u>	
Budget for Carriageway Works	9.947*	
Budget for Setted Carriageways	1.200	
Budget for Footway Works	2.500*	
Budget for Local Footways	0.500	
TOTAL		-14.147
<u>Street Lighting & Traffic Signals</u>	<u>£m</u>	
Street Lighting	1.350	
Traffic Signals	0.100	
TOTAL		-1.450
<u>Road Structures</u>	<u>£m</u>	
TOTAL	0.840	-0.845
<u>Other Asset Management</u>	<u>£m</u>	
Asset replacement ¹	0.300	
TOTAL		-0.300
<u>Road Operations</u>	<u>£m</u>	
Drop crossings	0.080	
Drainage improvements	0.300	
Bus Stop Maintenance	0.500	
Surface Enhancements	0.500	
TOTAL		-1.380
<u>Miscellaneous</u>	<u>£m</u>	
Budget for Inspection, Design & Supervision costs, including TTRO's	1.900	
TOTAL		-1.900
TOTAL SPEND		-20.022

*Includes additional £4m capital investment from additional £6m allocated to roads and pavements in 2021/22.

¹ Other asset replacement within schemes i.e. footway schemes involving street lighting replacement of columns over 30 years old, street furniture, sign renewal etc.

Proposed Capital Delivery Programme

April 2021 – March 2022

Street	Surfacing Method	Ward Number	Ward	Area (sqm)
Queensferry Road	Strengthening	1	Almond	6,900
Greenbank Road	Resurfacing	10	Morningside	3,430
Newbattle Terrace	Resurfacing	10	Morningside	6,500
Oxgangs Park, Oxgangs Row & Oxgangs Rise	Resurfacing	8	Colinton/Fairmilehead	2,600
Regent Road	Resurfacing	11	City Centre	2,100
Buckstone Gate	Resurfacing	8	Colinton/Fairmilehead	1,200
Craigmount Avenue North	Resurfacing	3	Drum Brae/Gyle	500
Longcraig Road	Resurfacing	1	Almond	5,000
Murrayburn Gardens	Resurfacing	2	Pentland Hills	4,200
Westbank Street	Resurfacing	17	Portobello/Craigmillar	500
Derby Street, Newhaven Road, Park Road & Stanley Street	Resurfacing	4	Forth	1,500
Inverleith Row	Resurfacing	5	Inverleith	9,000
Queensferry Street	Resurfacing	11	City Centre	3,500
Longstone Road	Resurfacing	7	Sighthill/Gorgie	2,500
Elliot Place	Resurfacing	9	Fountainbridge/Craiglockhart	1,200
Ettrick Road	Resurfacing	10	Morningside	2,400
Millar Crescent	Resurfacing	10	Morningside	2,000
St Margaret's Road	Resurfacing	10	Morningside	1,100
Stevenson Road	Resurfacing	7	Sighthill/Gorgie	2,500
Lothian Road Phase 2	Resurfacing	11	City Centre	5,000
Braidburn	Resurfacing	10	Morningside	TBC
Maybury Road, Maybury Drive & Whitehouse Road	Resurfacing	1	Almond	30,000
A89 Newbridge	Resurfacing	1	Almond	4,000
Blackford Hill Grove, Blackford Hill Rise & Blackford Hill View	Resurfacing	15	Southside/Newington	2,500
Cliftonhall Road	Resurfacing	1	Almond	6,800
Queen Anne Drive	Resurfacing	1	Almond	4,500
Cockburn Crescent	Resurfacing	2	Pentland Hills	6,000
Newmills Crescent	Resurfacing	2	Pentland Hills	3,300
Lasswade Road/Captain's Road Junction	Resurfacing	16	Liberton/Gilmerton	300
Stenhouse Drive	Resurfacing	7	Sighthill/Gorgie	8,300
Mountcastle Drive North & Mountcastle Drive South	Resurfacing	17	Portobello/Craigmillar	20,000
Drum Street	Resurfacing	16	Liberton/Gilmerton	5,700

Street	Surfacing Method	Ward Number	Ward	Area (sqm)
Craighleith Crescent	Resurfacing	6	Corstorphine/Murrayfield	7,000
Telford Road	Resurfacing	5	Inverleith	2,500
Barnton Grove	Resurfacing	1	Almond	740
Silverknowes Road & Silverknowes Road East (inc. Davidson Mains Roundabout)	Resurfacing	1	Almond	8,000
Redford Road	Surface Treatment	8	Colinton/Fairmilehead	2,668
Moredun Park Road	Surface Treatment	16	Liberton/Gilmerton	1,967
Guardwell Crescent	Surface Treatment	16	Liberton/Gilmerton	1,406
East Trinity Road	Surface Treatment	4	Forth	398
Hopetoun Road	Surface Treatment	1	Almond	903
Leadervale Road	Surface Treatment	16	Liberton/Gilmerton	2,556
Barnton Park Drive	Surface Treatment	1	Almond	767
Featherhall Terrace	Surface Treatment	6	Corstorphine/Murrayfield	1,115
Durham Square	Surface Treatment	17	Portobello/Craigmillar	2,911
Restalrig Square	Surface Treatment	14	Craightinny/Duddingston	1,577
Sighthill Avenue	Surface Treatment	7	Sighthill/Gorgie	2,223
Brunstane Road South	Surface Treatment	17	Portobello/Craigmillar	2,067
Crewe Loan	Surface Treatment	4	Forth	611
Newmains Road	Surface Treatment	1	Almond	753
Malleny Avenue	Surface Treatment	2	Pentland Hills	327
Almondhill Road	Surface Treatment	1	Almond	1,477
Silverknowes Gardens	Surface Treatment	1	Almond	4,225
Laverockbank Road	Surface Treatment	4	Forth	2,095
Boswall Green	Surface Treatment	4	Forth	2,819
Old Kirk Road	Surface Treatment	6	Corstorphine/Murrayfield	1,143
Saughton Grove	Surface Treatment	6	Corstorphine/Murrayfield	1,065
Durham Road	Surface Treatment	17	Portobello/Craigmillar	1,214
Joppa Station Place	Surface Treatment	17	Portobello/Craigmillar	1,072
St Katharine's Crescent	Surface Treatment	16	Liberton/Gilmerton	2,734
Sighthill View	Surface Treatment	7	Sighthill/Gorgie	2,087
Dunsmuir Court	Surface Treatment	6	Corstorphine/Murrayfield	2,961
Saughton Park	Surface Treatment	6	Corstorphine/Murrayfield	1,605
Silverknowes Eastway	Surface Treatment	1	Almond	2,137
Plewlandcroft	Surface Treatment	1	Almond	2,158
Gardner's Crescent	Surface Treatment	11	City Centre	2,315
Langton Road	Surface Treatment	15	Southside/Newington	1,981
Saughton Crescent	Surface Treatment	6	Corstorphine/Murrayfield	2,279
Gracemount Avenue	Surface Treatment	16	Liberton/Gilmerton	760
Saughton Mains Avenue	Surface Treatment	7	Sighthill/Gorgie	838
Nether Currie Road	Surface Treatment	2	Pentland Hills	2,166
Forth View Crescent	Surface Treatment	2	Pentland Hills	1,782
Saughtonhall Drive	Surface Treatment	6	Corstorphine/Murrayfield	604
Belford Terrace	Surface Treatment	5	Inverleith	383
Potterrow	Surface Treatment	15	Southside/Newington	689
Hosie Rigg	Surface Treatment	17	Portobello/Craigmillar	1,314
Bankhead Broadway	Surface Treatment	7	Sighthill/Gorgie	1,534
Swanston Avenue	Surface Treatment	8	Colinton/Fairmilehead	1,463
Telferton	Surface Treatment	14	Craightinny/Duddingston	1,534

Street	Surfacing Method	Ward Number	Ward	Area (sqm)
Palmerston Place	Surface Treatment	11	City Centre	2,393
Douglas Gardens	Surface Treatment	11	City Centre	1,079
New Mart Road	Surface Treatment	9	Fountainbridge/Craiglockhart	2,925
Bankhead Loan	Surface Treatment	7	Sighthill/Gorgie	1,207
Carron Place	Surface Treatment	13	Leith	710
Canmore Street	Surface Treatment	1	Almond	504
Farrer Terrace	Surface Treatment	17	Portobello/Craigmillar	1,740
Gilberstoun	Surface Treatment	17	Portobello/Craigmillar	3,720
Broomhouse Medway	Surface Treatment	7	Sighthill/Gorgie	1,711
Station Road, South Queensferry	Surface Treatment	1	Almond	3,000
Echline Avenue	Surface Treatment	1	Almond	5,808
Rutherford Drive	Footway Surface Treatment	16	Liberton/Gilmerton	881
Langton Road	Footway Surface Treatment	15	Southside/Newington	1,363
South Gyle Road	Footway Surface Treatment	3	Drum Brae/Gyle	694
Clermiston Grove	Footway Surface Treatment	3	Drum Brae/Gyle	1,119
Baird Grove	Footway Surface Treatment	6	Corstorphine/Murrayfield	768
Parkgrove Drive	Footway Surface Treatment	3	Drum Brae/Gyle	949
Silverknowes Loan	Footway Surface Treatment	1	Almond	448
Comiston View	Footway Surface Treatment	8	Colinton/Fairmilehead	1,455
Ferry Road/Crewe Toll/Boswall Drive	Footway Surface Treatment	4	Forth	6,113
Bailie Grove	Footway Surface Treatment	17	Portobello/Craigmillar	376
Pilton Place	Footway Surface Treatment	4	Forth	885
Priestfield Crescent	Footway Surface Treatment	15	Southside/Newington	1,083
South Oswald Road	Footway Surface Treatment	15	Southside/Newington	1,707
Blackford Road	Footway Surface Treatment	15	Southside/Newington	1,574
Pilton Park Phase 2	Footway Surface Treatment	4	Forth	525
Bailie Terrace Phase 2	Footway Surface Treatment	17	Portobello/Craigmillar	342
Oswald Road	Footway Surface Treatment	15	Southside/Newington	523
Dolphin Road	Footway Surface Treatment	2	Pentland Hills	1,812
Pentland View	Footway Surface Treatment	2	Pentland Hills	775
Woodhall Bank Phase 1	Footway Surface Treatment	8	Colinton/Fairmilehead	765
Woodhall Bank Phase 2	Footway Surface Treatment	8	Colinton/Fairmilehead	729
Colinton Mains Road	Footway Surface Treatment	8	Colinton/Fairmilehead	2,981
Orchard Brae Gardens	Footway Surface Treatment	5	Inverleith	1,747
Craigeith Drive	Footway Surface Treatment	5	Inverleith	875
Crewe Road South	Footway Surface Treatment	5	Inverleith	2,270
Belford Gardens	Footway Surface Treatment	5	Inverleith	1,267
Kekewich Avenue	Footway Surface Treatment	14	Craigtinny/Duddingston	1,722
Mountcastle Gardens	Footway Surface Treatment	14	Craigtinny/Duddingston	873
Ulster Crescent	Footway Surface Treatment	14	Craigtinny/Duddingston	950
Swanston Road	Footway Surface Treatment	8	Colinton/Fairmilehead	378
Orchardhead Road	Footway Surface Treatment	16	Liberton/Gilmerton	1,710
Easter Drylaw Grove	Footway Surface Treatment	5	Inverleith	263
Eva Place	Footway Surface Treatment	15	Southside/Newington	278
Lennel Avenue	Footway Surface Treatment	6	Corstorphine/Murrayfield	1,022
Longstone Avenue	Footway Surface Treatment	7	Sighthill/Gorgie	369
Baird Drive	Footway Surface Treatment	6	Corstorphine/Murrayfield	2,132
Gardiner Road	Footway Surface Treatment	5	Inverleith	1,252

Street	Surfacing Method	Ward Number	Ward	Area (sqm)
Drylaw Crescent	Footway Surface Treatment	5	Inverleith	925
Priestfield Road	Footway Surface Treatment	15	Southside/Newington	4,220
Glenallan Drive	Footway Surface Treatment	16	Liberton/Gilmerton	1,574
Pentland Terrace	Footway Surface Treatment	8	Colinton/Fairmilehead	352
Ladysmith Road	Footway Surface Treatment	15	Southside/Newington	1,028
Pilton Drive Phase 2	Footway Surface Treatment	4	Forth	3,057
Ryehill Gardens	Footway Reconstruction	13	Leith	TBC
Buckstone Gate	Footway Reconstruction	8	Colinton/Fairmilehead	TBC
Queensferry Road	Footway Reconstruction	1	Almond	TBC
Westbank Street	Footway Reconstruction	17	Portobello/Craigmillar	TBC
Ashley Terrace	Footway Reconstruction	9	Fountainbridge/Craiglockhart	TBC
Learmonth Gardens	Footway Reconstruction	5	Inverleith	TBC
New Mart Road	Footway Reconstruction	9	Fountainbridge/Craiglockhart	TBC
Stewart Terrace	Footway Reconstruction	1	Almond	TBC
Watson Crescent	Footway Reconstruction	9	Fountainbridge/Craiglockhart	TBC
Derby Street, Newhaven Road, Park Road & Stanley Street	Footway Reconstruction	4	Forth	TBC
Colinton Mains Road	Footway Reconstruction	8	Colinton/Fairmilehead	TBC
Westside Plaza	Footway Reconstruction	2	Pentland Hills	TBC
Warriston Drive & Warriston Terrace	Footway Reconstruction	5	Inverleith	TBC
High Street	Carriageway Setts	11	City Centre	900
High Street, South Queensferry	Carriageway Setts	1	Almond	400

Appendix 3 - Proposed Capital Street Lighting Programme

April 2021 – March 2022

Locality	Location	Comments
City-Wide	Various	Structural Test-failed Column Renewals
City-Wide	Various	Structural Testing
City-Wide	Various	Illuminated Bollards & Signs Renewals
City-Wide	Various	Cable Renewals
City-Wide	Various	Cabinet, Wall-box & Pillar Renewals
South-East	High Street	High Street Closes Lighting
South-East	Scotland street	Lighting Column Renewal
South-East	Douglas Crescent	Lighting Column Renewal

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Transport and Environment Committee

10.00am, Thursday, 17 June 2021

A71 Dalmahoy Junction Improvements

Executive/routine	Executive
Wards	2 – Pentland Hills
Council Commitments	16

1. Recommendations

- 1.1 The Transport and Environment Committee is asked to:
 - 1.1.1 Note the work that has been done to date on the A71 Dalmahoy Junction Improvements project;
 - 1.1.2 Note that the current cost estimate for the project is £962,000, which is significantly greater than the funding package of £455,000 approved by the Committee in March 2017;
 - 1.1.3 Note that a low cost safety scheme involving vehicle-activated signs was installed in April 2017 and a reduced 40mph speed limit was subsequently implemented in February 2018; and that there has been a significant reduction in personal injury collisions at the junction since these changes came into effect;
 - 1.1.4 Note that, as a result of the reduction in personal injury collisions, a preliminary design has been developed for alternative road safety measures at the junction, which are expected to deliver similar reductions in casualties to the previously approved project, at a significantly reduced cost; and
 - 1.1.5 Approve proceeding with these alternative road safety measures.

Paul Lawrence

Executive Director of Place

Contact: Daisy Narayanan, Senior Manager – Mobility and Placemaking

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A71 Dalmahoy Junction Improvements

2. Executive Summary

- 2.1 This report provides Committee with an update on the A71 Dalmahoy Junction Improvements project and sets out a proposed way forward to deliver alternative road safety measures at this junction to improve road safety.

3. Background

- 3.1 Work commenced in 2014 on the investigation of possible improvements at the A71 Dalmahoy junction, in response to a petition requesting measures to improve vehicular access to Ratho village and the Dalmahoy Hotel and Country Club and to reduce the risk to pedestrians crossing the A71 at this location.
- 3.2 An initial report to the Transport and Environment Committee on [28 October 2014](#) provided a preliminary cost estimate for a signalised junction of £430,000 but noted that this cost could not be justified on the basis of potential casualty savings. At this stage, no funding had been identified for these improvements to be delivered.
- 3.3 On [17 March 2015](#), a report to the Committee provided information on options for a pedestrian refuge island, a signalised pedestrian crossing and a fully signalised junction. The Committee decided that work should proceed to develop a detailed design for a fully signalised junction and to commence the process to seek to acquire the areas of land required for this.
- 3.4 A further update was provided to Committee on design, land acquisition and funding issues on [30 August 2016](#). Although funding towards the delivery of the project had been secured from various sources, there was still a significant funding shortfall at that time.
- 3.5 Committee also approved the introduction of a low cost safety scheme as an interim measure, to address the collision profile of the junction at that time. This involved the installation of vehicle activated “staggered junction ahead” signs, which would be triggered by oncoming traffic when vehicles were either waiting at the give way line or stationary in the centre of the road, waiting to turn right.
- 3.6 On [21 March 2017](#), the Committee noted a funding package has been identified which was sufficient to meet an updated project cost estimate of £455,000:
- 3.6.1 Road Safety - £143,000;

- 3.6.2 Access to Bus Stops - £25,000;
 - 3.6.3 Cycling, Walking, Safer Streets - £30,000;
 - 3.6.4 Craigmillar Quarry S75 Agreement - £40,000;
 - 3.6.5 South West Locality (NEPS) - £50,000 (over two years); and
 - 3.6.6 Capital Investment Programme for Carriageways, Footways and Street Lighting contingency funding - £167,000.
- 3.7 In April 2017, the interim safety scheme involving vehicle-activated signs was implemented and the speed limit on this section of the A71 was subsequently reduced to 40mph in February 2018.

4. Main report

- 4.1 Detailed design work on a new signalised junction layout is now nearing completion. While developing the design, various issues have arisen that meant some aspects of the proposals had to be altered significantly from those that were envisaged in March 2017, when the funding package for the project was approved.
- 4.2 The combined impact of these changes has resulted in a significant increase in the project cost estimate, from £455,520 to £962,000. This includes the costs incurred to date in developing the project.
- 4.3 Plans showing the proposed junction layout used for the March 2017 cost estimate and the current proposed layout are provided in Appendix 1. Issues that have resulted in significant cost increases include the following:
- 4.3.1 The need for considerably more widening of the A71 than was originally envisaged to ensure the safe and efficient operation of a signalised junction, which was identified during the development of a detailed design in 2017 and 2018. This additional road widening resulted in significant increases in quantities of earthworks and new road pavement construction;
 - 4.3.2 As a direct consequence of the requirement for additional road widening, there was also a need to provide significantly more new road drainage apparatus than was originally envisaged, including the provision of a new drainage outfall solution. The current road drainage discharges by filtering surface water runoff through the ground but ground investigation work undertaken in 2019 revealed that this type of arrangement would not be able to cope with the additional runoff that the new junction layout would generate and that a completely new carrier drainage system and outfall would therefore be required;
 - 4.3.3 The original estimate made no allowance for temporary traffic management measures during construction; and
 - 4.3.4 Increased sums have been included in the current cost estimate for design and site supervision costs, the contractor's site establishment and

management costs and the allowance for project risk and contingency, to reflect the increased scope of the design.

4.4 In recognition of the additional costs identified, a value engineering exercise has been undertaken. This involved the design and costing of several alternative signalised junction layouts and pavement coring and testing to ensure that resurfacing and reconstruction work on the existing road is limited to the minimum extents required. The current proposed layout is the lowest cost option that could be identified, while providing a signalised junction that would operate safely and without causing significant traffic congestion during peak traffic periods.

4.5 As noted above, the speed limit in the vicinity of the junction was reduced to 40mph in February 2018. A comparison between the numbers and severity of personal injury collisions occurring in the vicinity of the junction in the three year period prior to this change and the 34 month period for which data is currently available following the change is shown in Table 1 below. This shows a significant reduction in collisions following the reduction in the speed limit.

	1 Mar 2015 – 28 Feb 2018 (36 months)	1 Mar 2018 – 31 Dec 2020 (34 months)
Slight	5	3
Serious	2	1
Fatal	-	-
Total	7	4

Table 1 Personal Injury Collisions - 1 Mar 2015- 31 Dec 2020

4.6 From analysis of recent collisions at the junction purely on the basis of casualty reduction and recognising the estimated cost of the junction improvements previously approved, the Road Safety team have reassessed the junction.

4.7 This assessment anticipates that a similar level of collision reduction could instead be achieved, whilst also providing facilities to reduce the danger to pedestrians crossing at the junction, by a package of alternative road safety measures. These measures could include further lowering of the speed limit, a signalised pedestrian crossing, stop lines on the side roads and vehicle speed detection systems.

4.8 A preliminary design has been developed for these alternative road safety measures and plans showing these are provided in Appendix 2. The current cost estimate for these measures, including costs incurred to date in developing the project, is £520,000.

5. Next Steps

- 5.1 Subject to the approval of the recommendations in this report, proceed with the development and delivery of the alternative road safety measures.

6. Financial impact

- 6.1 The funding package for the A71 Dalmahoy Junction described in para 3.5 of this report is already in place. Should the recommendations of this report be approved, a further £65,000 of funding would be required to deliver the alternative road safety measures. This can be contained within the Road Safety Capital budget. Including the original £143,000 contribution towards the previously approved funding package, this would bring the total amount of Road Safety funding committed to the project to £208,000, which is within the maximum sum of £341,000 that can be justified on the grounds of casualty reduction at this location.
- 6.2 Should the Committee decide, however, to proceed with the current design for a signalised junction, a further £507,000 of funding would require to be identified from within the Transport Capital programme to allow the project to proceed to delivery. This would involve either cancelling or delaying the implementation of other current projects.
- 6.3 The costs incurred to date to develop the proposals are approximately £94,000. Of these costs, approximately £29,000 is for design work and traffic surveys specifically relating to a signalised junction. The remaining £65,000 relates to work that would also have been required to develop the proposals for the alternative road safety measures e.g. topographical survey, ground/pavement investigations, drainage investigations, legal costs associated with land acquisition negotiations and tree felling work.
- 6.4 The developer's contribution of £40,000, from the S75 Agreement for Craigpark Quarry, has been drawn down in full.
- 6.5 The total budget for road safety infrastructure improvements throughout the city in recent years has generally been around £700,000 per annum. In 2020-21 this was increased to £1.0 million, due to a significant increase in the annual Cycling Walking Safer Routes funding award from Transport Scotland and a similar overall level of funding is expected to be available in 2021-22.

7. Stakeholder/Community Impact

- 7.1 Ward members were briefed on the approach proposed in this report in January 2021 and a presentation was delivered to the Ratho and District Community Council on 15 February. A written update was also sent to all affected landowners. There has been subsequent email correspondence with the Community Council in which

they have been provided with further information in response to various issues and concerns that they have raised.

- 7.2 The Community Council submitted a written deputation to the Committee at its meeting on 22 April 2021, requesting that the Council proceeds with the delivery of a signalised junction.
- 7.3 In addition, shortly after the presentation to the Community Council, emails were received from fourteen members of the public, nine of whom identified themselves as members of the congregation of St Mary's Church Dalmahoy, also expressing a desire for the delivery of a signalised junction.
- 7.4 Subject to the approval of the recommendations in this report, further consultation will be carried out with local stakeholders on the design for the alternative road safety measures.

8. Background reading/external references







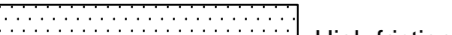
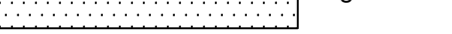
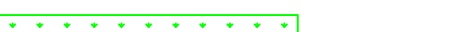



- 8.1 None.

9. Appendices

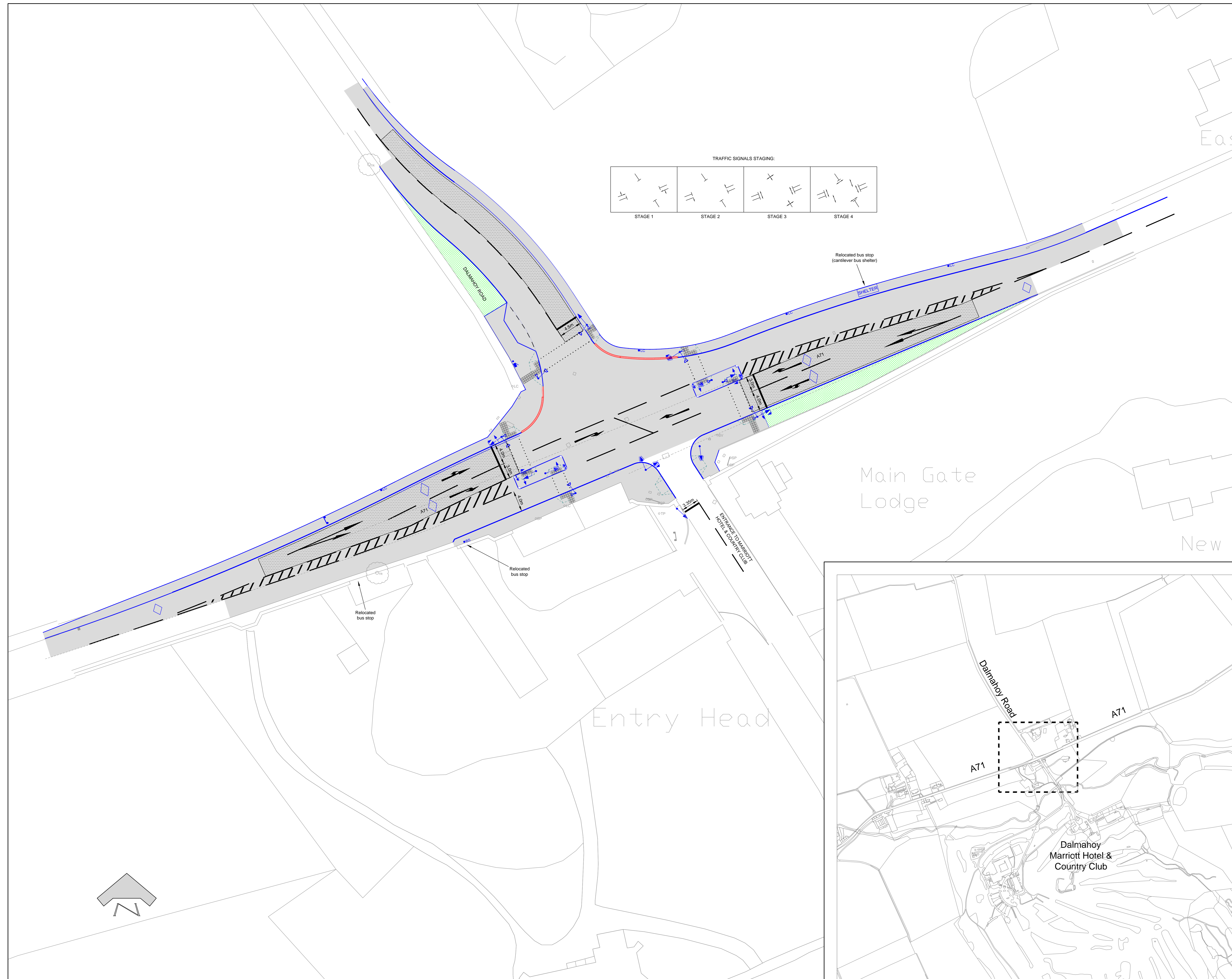
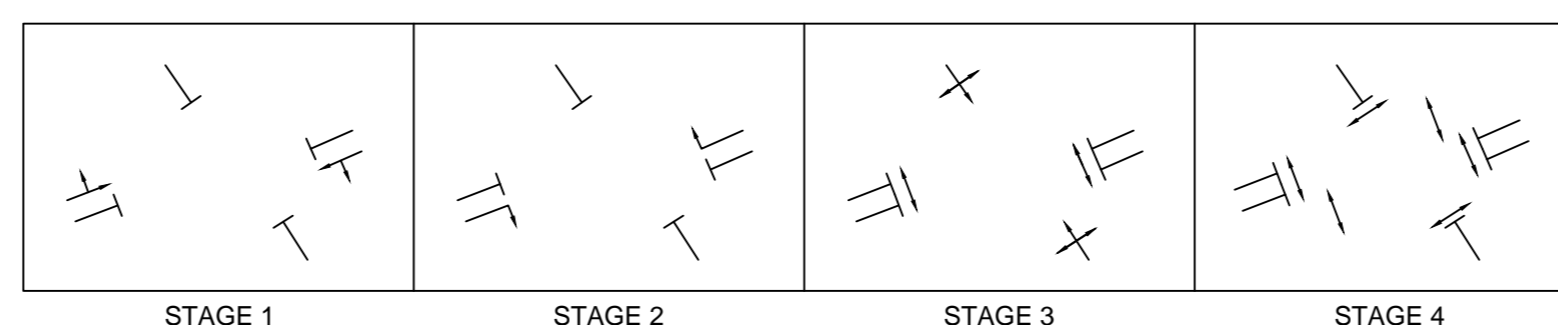
- 9.1 Appendix 1 – Plans showing proposed signalised junction layout used for March 2017 cost estimate and current proposed layout
TDD/636718/2/05, dated June 2016
TCD/636718/2/25, dated July 2020
- 9.2 Appendix 2 – Plans showing proposed alternative road safety measures
TCD/636718/2/27B, dated April 2021
TCD/636718/2/28, dated February 2021

NOTES:

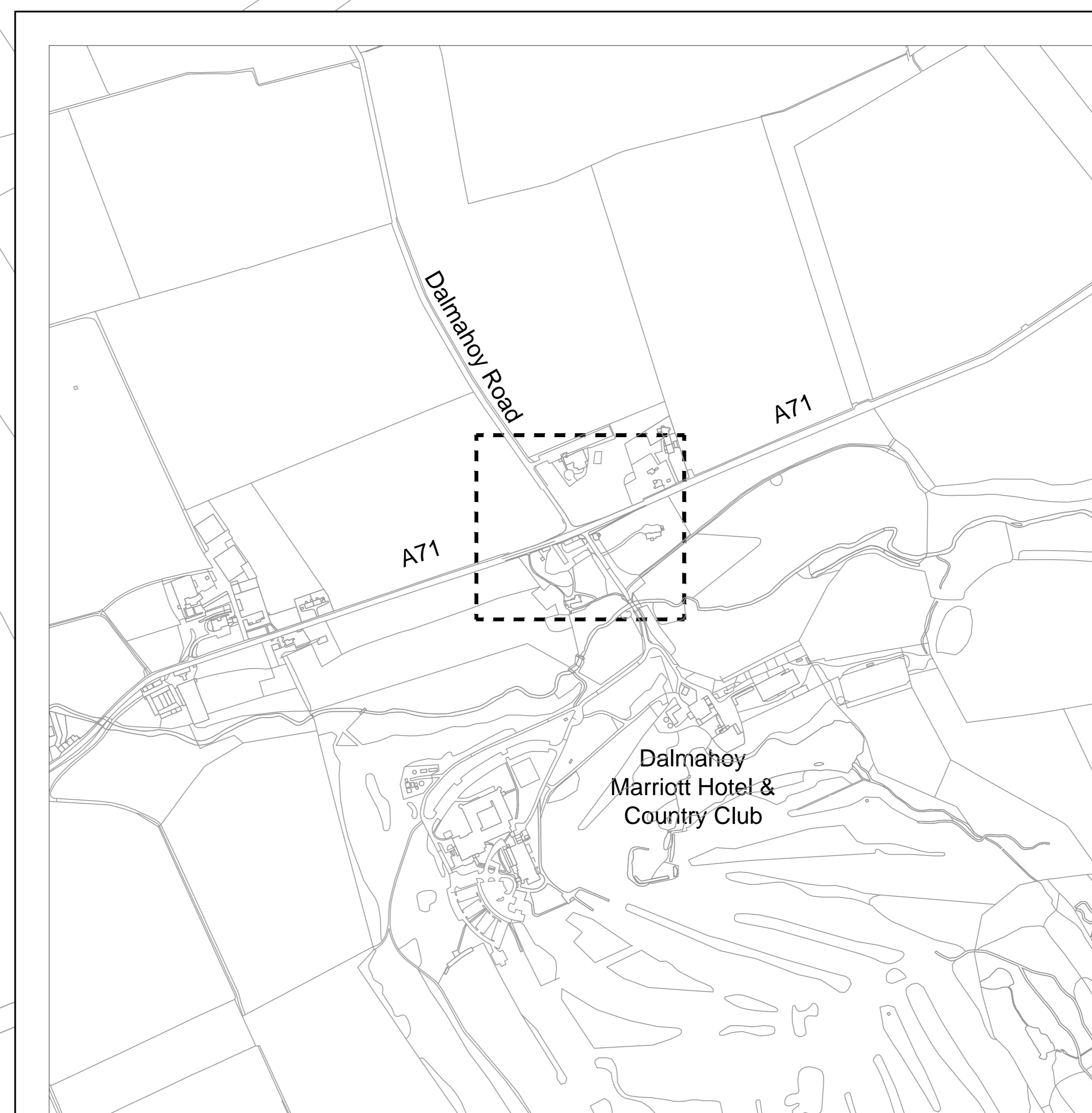
KEY:

-  New kerbline
-  New edging kerbline
-  New drainage kerbline
-  New carriageway & footway
-  High friction surfacing
-  Verge
-  White road markings
-  Stainless steel studs
-  White direction arrows
-  Traffic signals
-  Tactile paving
-  Drop kerb crossing

TRAFFIC SIGNALS STAGING:



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100023420 (2016)



LOCATION PLAN
Scale 1:10,000

REVISION	DETAILS	BY	DATE	CHECKED

EDINBURGH
THE CITY OF EDINBURGH COUNCIL

The City of Edinburgh Council
Waverley Court
4 East Market Street
Edinburgh, EH8 8BG
Telephone: 0131 200 2000

PLACE
PLANNING & TRANSPORT
TRAFFIC & ENGINEERING
TRANSPORT DESIGN & DELIVERY


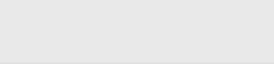












A71 / Dalmahoy Road Junction
Signalisation
General Layout

Date: 1 June 2016
Scale: 1:250 @A1
Job No. 636718
Checked by: D Wilson
Reviewed by: A Parkinson



NOTES:

KEY:

-  Footway
-  Carriageway
-  High friction surfacing
-  Grass paving blocks
-  Verge
-  Filter drain
-  Kerbline
-  Round-top edging kerbline
-  Flat-top edging kerbline
-  Fenceline
-  White road markings
-  Yellow road markings
-  Tactile paving
-  Drop kerb crossing

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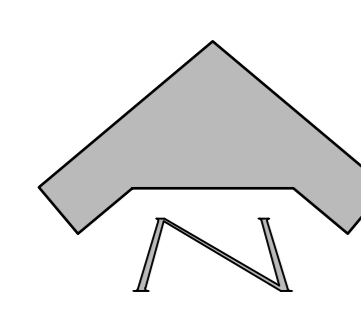
The City of Edinburgh Council Waverley Court 4 East Market Street Edinburgh, EH8 8BG Telephone: 0131 200 2000	PLACE MANAGEMENT TRANSPORT INFRASTRUCTURE TRANSPORT CONTRACTS
---	---

Proposed Traffic Signals
A71 / Dalmahoy Road
Proposed Layout
Aligned Junction Arrangement
Option 2

Date: July 2020 Scale: 1:250 @A0	Job No. 636718	Drawn by: A Parkinson Checked by: SMS
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Drawing Name: C:\SIC\Transport Design & Delivery\TDD\636718 A71 Dalmahoy Signal\Drawings\2 series\Issue\TDD-636718-2-25 (2020-07-06).dwg
Xref: C:\Users\A.Parkinson\Documents\Mapx\Damahoy

Page 4/6





NOTES:

KEY:

- Footway
- Carriageway - existing
- Carriageway - new
- Carriageway - resurfacing
- High friction surfacing
- Grass paving blocks
- Proposed soakaway
- Verge
- Kerbline
- Round-top edging kerbline
- Flat-top edging kerbline
- Kerb drainage
- Fenceline
- White road markings
- Yellow road markings
- Tactile paving
- Drop kerb crossing

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100023420 (2021)

B	Notes amended	AP	Apr 21	SMS
A	Soakaway details and notes amended, verges added	AP	Mar 21	SMS
REVISION	DETAILS	BY	DATE	CHECKED

EDINBURGH
THE CITY OF EDINBURGH COUNCIL

The City of Edinburgh Council
Waverley Court
4 East Market Street
Edinburgh, EH8 8BG
Telephone: 0131 200 2000

PLACE MANAGEMENT
ROADS AND TRANSPORT INFRASTRUCTURE
TRANSPORT CONTRACTS AND DESIGN

Pedestrian Crossing
A71 / Dalmahoy Road Junction
Proposed Layout

Date: December 2020 Job No. 636718 Drawn by: A Parkinson
Scale: 1:250 @A0 Checked by: SMS

NOTES:

 30 mph speed limit



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REVISION	DETAILS	BY	DATE	CHECKED



The City of Edinburgh Council
Waverley Court
4 East Market Street
Edinburgh, EH8 8BG
Telephone: 0131 200 2000

PLACE MANAGEMENT
ROADS AND TRANSPORT INFRASTRUCTURE
TRANSPORT CONTRACTS AND DESIGN

A71 / Dalmahoy Road Junction
Change of Speed Limit to 30 mph

Date: Feb 2021
Scale: NTS / 1:100 @A0
Job No. 636718
Drawn by: A Parkinson
Checked by: SMS

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Transport and Environment Committee

10.00am, Thursday, 17 June 2021

Garden Waste Registration 2021/22

Executive/routine	Executive
Wards	All
Council Commitments	25

1. Recommendations

- 1.1 Transport and Environment Committee is asked to:
- 1.1.1 Approve the extension of the mid-year registration window to run from the beginning of December until the end of May, with registrations made during this period processed in batches monthly as outlined in 4.5;
 - 1.1.2 Note that an update report on the performance of the expanded registration windows, the rate change and progress made towards further process and system developments will be reported to Committee in four cycles (31 March 2022);
 - 1.1.3 Approve the updated Garden Waste Collection Policy in Appendix 1; and
 - 1.1.4 Note the activities planned to further investigate system improvements and developments (including direct debit/recurring payment options) for future years.

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

Garden Waste Registration 2021/22

2. Executive Summary

- 2.1 This report outlines changes proposed to the garden waste registration process for the upcoming collection year running, November 2021 until November 2022 following the approval at Full Council in February 2021 to increase the charge to £35 per permit as part of the budget setting process.

3. Background

- 3.1 An annual charge for the collection of garden waste was introduced in October 2018. As part of this introduction, two windows for registration (a main one in summer/early autumn and then a shorter window (in February) were provided for residents who wanted to join (and then remain) in receipt of the service. Outside of these windows it was not possible to join the service.
- 3.2 The service saw sign-up levels in the first year reach 68,800 households for 74,900 bins, exceeding the predictions within the business case to introduce the charge by 17,800 bins. Over the following two years sign up levels continued to increase and currently sit at 74,500 households for 82,400 bins.
- 3.3 Whilst these sign-up levels are positive, it is acknowledged that the sign-up windows are restrictive and causes frustration for residents who miss them. This has resulted in complaints about the inability to join the service.
- 3.4 The chargeable garden waste service was introduced following the approval at Full Council on February 2018. Due to the timescales for introduction, interim systems and processes were developed ahead of the first registration window opening in May 2018.
- 3.5 Following implementation, the provider of the corporate Customer Relationship Management (CRM) system (the system used to provide the garden waste registration process and online form), was changed and the transition to the new system was focused on like-for-like processes. This meant that further development of the systems involved in the registration process had to be deferred.
- 3.6 The garden waste registration process involves a number of complex processes that need to take place before the registration can be fully processed and added to

a route before the service commences. These processes affect the timescales for customers between registering for the service and collections commencing.

- 3.7 These processes include:
- 3.7.1 Confirming exemption eligibility against Council Tax records;
 - 3.7.2 Confirming property status against the Corporate Address Gazetteer to confirm if it is residential or commercial;
 - 3.7.3 Commercial properties are further assessed to identify if these are approved commercials (e.g. bowling clubs, lawn tennis courts, croquet clubs, places of worship etc); and
 - 3.7.4 Agreeing commercial waste transfers notes, where required.
- 3.8 Following these, the registrations are exported from the CRM system, data is manipulated and inputted into the Waste and Cleansing's asset management and routing systems, with collection days and routes revised to align to the new registered properties.
- 3.9 The service has worked with Customer Digital Enablement Programme, CGI and the CRM supplier to explore fully integrated systems and direct debit solutions that would automate the processes involved in order to remove the manual steps and ultimately reduce the timescales required. The outcome of this has highlighted some system restrictions that would not allow full integration, and the remaining elements have been deemed cost prohibitive when considered against the benefits they would achieve.
- 3.10 In February 2021, the Council agreed to revise the charge to £35 per bin as part of the budget proposals and achieve full cost recovery. Benchmarking against other Scottish Local Authorities who charge for this service has shown that the charge of £35 is consistent with the services offered by them.
- 3.11 As part of this revised charge, an investment in administration support and system development was included to allow the mid-year sign-up window to be greatly expanded in order to increase flexibility and address the complaints. This report outlines the changes proposed to achieve this.

4. Main report

Main Registration Window

- 4.1 The main registration window will take place in Summer 2021 as per the current process. This will see the registration window open between 22 July 2021 and 1 September 2021, with collections commencing from 8 November 2021.
- 4.2 A comprehensive marketing campaign will support the registration period for the new collection year and will advise of the change of rate. This approach will also include emailing current customers who registered with an email address, or sending letters to those without (or where an email address has failed); contacting

customers who have registered a note of interest; radio adverts; social media adverts; lamp post wraps; and posters.

- 4.3 The communication around exemption eligibility will also be reviewed to further highlight this to those who may be able to receive this.

Mid-year Registration Window

- 4.4 Currently the mid-year registration window runs for two weeks in February. It is proposed to increase this window to six months, opening at the beginning of December and closing at the end of May.
- 4.5 Registrations would be processed in monthly batches, with the processing of each batch taking a month to complete before the permit can be sent and the collections commence. As an example, this would mean those registering in December would be processed and added to routes in January. Permits would be sent out at the end of January and the service would commence early February. Those registering in January would be added to routes in February and service would commence early March and so on.
- 4.6 To allow the processing, routing and permit mailing activities to be completed in a month, a number of data quality checks will take place during the registration window. This includes validating exemption claims, assessing registration details along with other checks required before the subscription is progressed.
- 4.7 Sign up levels each week will be monitored and should they be within a small, manageable, level to manually process and track progression at a more frequent basis, this will take place (for example, if in April sign up levels include a handful of customers on a weekly basis, the service would look to start the routing of these sooner ,allowing for the permit to be sent out quicker). This will be considered for development, with associated timescales, based on lessons learnt during the early months of the wider mid-year window.
- 4.8 The service is also in discussions with Customer and Digital Services (ICT), CGI and the CRM provider on the feasibility and costs to identify and flag customers who register on a street that is already being serviced. If this can be done, and the practicality of separating the processing path is suitable, the service would look to reduce the time between registration and commencement where other residents are already receiving this service. Until this can be confirmed, these will be processed as outlined above in 4.4 to 4.6.
- 4.9 Communication around this mid-year window will be focused to the Council's garden waste web page, with some additional communications at the point the window first opens. Ahead of the window closing the wording of the communications will be revised to ensure that it is clear for customers that registrations would be for the current collection year and when the registration period for the new collection year will open. This is to reduce the risk of customers becoming confused and registering for the wrong period unknowingly.

- 4.10 Consideration was given to having the registration window operate year round, however this has been discounted due to the number of complex tasks involved in processing the subscriptions and developing new collection routes.
- 4.11 Registration will continue to be limited to the two sign up windows each collection year, however the impact of this on customers who miss the main registration period is considered to be minimal as the period between November and February is outside the growing season. In addition garden waste collections cease for four weeks over the festive period.

Changes for 2021/22 collection year

- 4.12 In order to achieve the increased mid-year window, and continue to progress process and system improvements, a dedicated team of one officer and two assistants have been put in place.
- 4.13 A range of key processes linked to the garden waste registration and subscription management have been reviewed and revised to support the changes proposed in this report, and this review of processes will continue ahead of the main registration and mid-year registration windows. This review is also incorporating appropriate lessons learned from the current and previous years of the service.
- 4.14 Customers will continue to be encouraged to sign up during the main registration window as this will allow continuation of the service for current customers, but also minimise the risk of routing changes being required during the year if the numbers registering during the mid-year window cause imbalanced collection days that cannot be contained within collection resources.
- 4.15 Policy and Sustainability Committee on 10 June 2021 noted that it was not intended that a cash payment service will be reintroduced when local offices reopen. This means that all registrations must be completed using a credit/debit card, unless applying for an exemption.
- 4.16 The Council encourages customers to register online, and last year over 90% of customers registered via the webform with the remaining registering over the phone. It is expected that the impact of this proposed change on garden waste customers will be minimal, with no cash being accepted as payment last year but number of garden waste subscribers increased. However, to support this change, the service will remind customers again of the registration methods open to them and that registrations can be made on behalf of someone else such as friend, neighbour or family member if they are unable or unwilling to pay by card themselves.
- 4.17 Whilst this report has focused on the changes to the registration process and widening the window it should be noted that the service has also reflected on lessons learnt for the management of the subscriptions and changes will be made in the upcoming year, for example, changes to reduce the number of replacement permits requested.

Changes for future years

- 4.18 Over 2021/22, the service will continue investigating alternative options for either partial or full system integration within an acceptable cost/benefit bracket; this may be through development of current systems or the procurement of an alternative solution. At the same time as this, the manual processes will keep being refined and adapted where possible to streamline the process and improve the experience for customers
- 4.19 The service will continue to work with corporate colleagues, ICT, CGI and system providers on investigating suitable options to put a direct debit or recurring payment solution in place removing the need for customers to reregister each year. This is likely to be using the corporate solution being developed as a stand-alone option is cost prohibitive. It should be noted that there is currently no corporate direct debit solution and where direct debits are in place within the Council these are through the service-specific systems, for example Council Tax is through the housing system.

5. Next Steps

- 5.1 Arrangements for the main registration window for the 2021/22 collection year, taking place between 22 July 2021 and 1 September 2021, will be finalised and supported by a comprehensive marketing campaign promoting the sign-up windows and the change in rate.
- 5.2 If approved, arrangements for the mid-year registration window will be finalised ahead of the window opening in December 2021.
- 5.3 An update report on the performance of the expanded registration windows, the rate change and progress made towards further process and system improvements will be reported to committee in four cycles (31 March 2022).
- 5.4 The success of the changes and improvements made will continue to be monitored throughout the year with refinement and further improvements identified and implemented where possible. This will include closely monitoring the impact on collection routes and the risk of having imbalanced collection days that require a change in day for customers during the year. As the sign up levels during the wider mid-year window are yet unknown the full impact is unclear, it is however expected to be minimal if properties signing up throughout the year are spread across the city, whereas there is likely to be a greater risk where new build estates open.

6. Financial impact

- 6.1 The financial impact, both in terms of implementing the changes proposed in this report to expand the mid-year sign up window and the income expected from this increased opportunity for residents to register for the service, were factored into the

calculations for the full cost recovery proposal as part of the budget setting process, and as such there is no additional financial impact caused by this report.

7. Stakeholder/Community Impact

- 7.1 The proposed changes to the registration process reflect customer demand for a more flexible process.
- 7.2 The Integrated Impact Assessment was carried out as part of the proposal to increase the charge to £35 per permit. The impact of this wider window will have a positive impact on residents who miss the main window, choose not to sign up in the main window or move into Edinburgh/a property with a garden during the year.

8. Background reading/external references

- 8.1 [Revenue Budget 2021/26](#) Full Council, 18 February 2021

9. Appendices

- 9.1 Appendix 1 - Garden Waste Collection Policy Updated June 2021.

Garden Waste Collection Policy Updated June 2021

Yellow highlights reflect additions made.

Provision of Garden Waste Collection

- Our aim is to make the garden waste collection service available to as many households as is practicable, provided we are able to operate an efficient collection route and that it is operationally feasible to provide the service.
- This is not a statutory service; there is an annual charge for providing this service.
- The charge does not include the cost of composting the material collected.
- The service will operate every two weeks, and the collection dates will be advertised on our website. The service will cease for a period of 4 weeks (i.e. two collection cycles) in winter.
- A variation of the service is available on defined streets in the Colinton area. This service is provided by Tiphereth/Colinton Community Compost. Residents in those streets who register to receive a garden waste collection will receive the sack based service as provided by Tiphereth, and not the standard brown bin service provided by the Council.

Eligibility

- This service is provided for the collection of household waste.
- The Council does not operate a commercial waste collection service and commercial premises are not eligible to receive the service. Separate arrangements for bowling, lawn tennis and some other clubs are in place.
- Ambassadorial and other embassy premises may be eligible to receive the service but will be required to register and pay for it in the normal way.
- Places of worship premises may be eligible to receive the service but will be required to register and pay for it in the normal way.
- Council premises who request the service will be able to do so but must register and pay for the service.
- Organisations who operate community gardens on Council premises may receive the service but must arrange this through the Council service (e.g. libraries, housing, etc.) who are responsible for that land, and they will be required to pay for the service.

Exemptions from Payment

- Some people do not have to pay to use the garden waste service, however they must still register to use the service using either the web form or one of the other registration routes.
- People who need to register for the service but do not have to pay for it are:
- People who are in receipt of the welfare benefit Council Tax Reduction (previously called Council Tax Benefit)
- People who live in a household where someone is registered with Council Tax as being Severely Mentally Impaired
- People who receive the Council's Garden Aid service AND are also exempt from paying for it.

Paying for the service

- The annual charge covers a full 12 month period which runs from **November** to **November**. Collections will be suspended for a 4 week period (2 collections) in winter.
- The registration period for the year will take place in **late July to early September**. If you subsequently join the service during a later registration period, you will still be required to pay the full annual charge.
- Permits are issued prior to the advertised service commencement date. If you have not received your permit please notify us within 28 days of the advertised service commencement date. **Failure to do this may result in requests for replacement permit being rejected.**
- You may register and pay for the service on behalf of someone else, e.g. a relative, **neighbour or friend**.
- We are not able to accept householders who wish to join the service outwith a defined registration period.
- The charge will apply per bin – you may sign up more than one bin. We will only empty bins which carry the relevant sticker to show that they have been registered.
- The chargeable service may be transferred to a new property subject to the new property being eligible to receive the service. It will be the responsibility of the customer to provide a minimum of six weeks notice of the change; the customer will be responsible for transferring the bin to the new location.
- If your new property does not receive the service (or is outwith the Council boundary) please leave the bin at the current address so that the new residents can use it for the remaining period.
- If you wish to share a bin with a neighbour, or neighbours, only one person should sign up to the scheme and make payment, and ensure that the bin is properly presented on the correct days.
- The bin will be registered to that property (e.g. their flat) and all correspondence, enquiries or complaints relating to the service must be directed through that person.
- There is no discount for the smaller size bin.
- Residents that qualify under the Council Tax Reduction scheme (previously Council Tax benefit), or where someone at the address is registered as severely mentally impaired, will be exempt from paying for the service.

http://www.edinburgh.gov.uk/info/20127/benefits_and_grants/43/claim_a_council_tax_reduction

- **If you change your mind, you may cancel the registration at any time. If you cancel within 14 days of registration you will receive a full refund. Please note that if you cancel after 14 days of registration you will not receive a refund.**

Use of the service

- It is important that your brown bin is only used to collect the correct materials as outlined below. All materials must be loose, and not in a bag. We do not accept any kind of bag or liner in the brown bin.
- Bins which contain other materials will not be collected and we will not issue refunds for these collections

- You must present your bin by 6AM on the day of collection and remove it as soon as possible after collection.
- The bin must be presented at the kerbside outwith your property (except where an assisted collection has been arranged) with the lid fully closed, and in line with our normal policy on the Presentation of Waste.
- Our normal Assisted Collection Policy will apply to this service.
- All bins must display the garden waste collection scheme sticker for the appropriate year. **Bins without a valid sticker displayed will not be uplifted.**
- Where the service is provided to a Council building or land, (e.g. a community garden), or to another organisation, such as a bowling club, etc, it is the sole responsibility of the group responsible to arrange for the bin(s) to be presented for collection and then removed from the street on the correct days.
- Should this prove to cause conflict with the Council's policies on the presentation of waste (e.g. if this means that bins are left out in an area where the other premises are commercial) it may be necessary to review or remove the service.

Collection of garden waste

Collections will take place from 6am on the collection day.

Failed collections

- Collection crews will record instances where bins are not presented or where the contents are contaminated with other types of waste or are too heavy to lift. Those bins will not be uplifted, and no refund will be issued.
- You should remove any contaminants or reduce the weight of the bin, and present the bin again by 6 AM on the next collection date.
- We regret that we are not able to collect garden waste when the contents are frozen due to weather conditions. We will collect on the next scheduled collection; we will not issue a refund in these circumstances.
- Where we are not able to collect your bin due to circumstances outwith our control (such as roadworks or no access) crews will record this and we will seek to return as soon as possible. We will not issue a refund.
- Where we are not able to collect your bin due to circumstances within our control (such as vehicle failure) crews will record this and we will return to collect it within two working days.
- Where we fail to collect your bin as a result of our error, we will return to collect it within two working days of being notified. (Please refer to the operational days for the service).

Materials accepted in brown bins

You can put these in your brown bin:

- Flowers, plants and weeds
- Grass cuttings and leaves
- Hedge clippings, twigs and small branches
- Christmas trees (all decorations must be removed; Christmas trees may also be presented beside the bin in January only; (please cut trees in half)

You can't put these in your brown bin:

- Food
- Animal waste and bedding
- Plant pots
- Soil and turf
- ANY TYPE OF BAG (including bags labelled compostable, degradable or biodegradable)

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Transport and Environment Committee

10.00am, Thursday, 17 June 2021

Cammo Road – Trial Vehicle Prohibition (Road Closure)

Executive/routine Wards Council Commitments	Executive 1 and 6
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1. Recommendations

- 1.1 Transport and Environment Committee is asked to:
 - 1.1.1 Agree that outline designs are developed and promoted as an Experimental Traffic Regulation Order (ETRO) for the trial vehicle prohibition on Cammo Road;
 - 1.1.2 Note that, if 1.1.1 is agreed, an ETRO will be promoted for a period up to 18 months;
 - 1.1.3 After implementation, the ETRO will be monitored for a period of six months and, alongside consideration of feedback received, recommendations on next steps will be presented to Committee;
 - 1.1.4 Agree that a broader notification exercise should be undertaken in advance to ensure that all residents and businesses in the affected area are aware of the proposed ETRO; and
 - 1.1.5 Discharge the Motion agreed at the Transport and Environment Committee on [28 January 2021](#) regarding a trial road closure on Cammo Road.

Paul Lawrence

Executive Director of Place

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Cammo Road – Trial Vehicle Prohibition (Road Closure)

2. Executive Summary

- 2.1 This report provides an update on discussions regarding a proposed trial vehicle prohibition to be located on Cammo Road, notes feedback from stakeholders and suggests options going forward.

3. Background

- 3.1 On 28 January 2021 Transport and Environment Committee approved the following motion by Councillor Lang on Cammo Road Trial Closure.

3.1.1 Committee notes:

3.1.1.1 The written deputation signed by 59 people from 30 properties on Cammo Road, Turnhouse Farm Road, Lennymuir, and Nether Lennie, calling for the Council to proceed with a trial closure of Cammo Road to through traffic as a result of safety concerns over the volume and speed of commuting and HGV traffic;

3.1.1.2 The counter written deputation signed by 27 residents from 13 properties at Lennymuir, opposing any such closure because of concerns over adequate access to their homes;

3.1.1.3 That north west locality transport officers agreed in 2018 to the principle of progressing a trial through-road closure of Cammo Road in order to properly assess impact before considering any longer-term measures;

3.1.1.4 That the proposed through-road closure point still ensured all properties could be accessed, with alternative road access available via Craigs Road and/or Turnhouse Road.

- 3.1.2 Committee recognises the long standing concerns of a majority of local residents and the risk that current problems could be worsened by new housing developments; therefore calls on officers to engage with ward councillors and to bring forward a report in one cycle, setting out the options for running a trial through-road closure of Cammo Road during 2021.

- 3.1.3 Committee agrees that any such trial closure should preserve access to the Cammo Estate car park and ensure adequate access for emergency vehicles.
- 3.2 Over the last ten years various parties have suggested the trial or permanent vehicle prohibition of Cammo Road to mitigate the impact of through traffic adjacent to residential properties, the popular Cammo Park and the adjacent River Almond walkways.
- 3.3 Despite these discussions, the proposal to date, has not been considered in any detail. This report has explored the options in more detail, collated feedback from local stakeholders and suggests options to trial a temporary vehicle prohibition under an Experimental Traffic Regulation Order (ETRO).
- 3.4 The principles of taking forward a trial vehicle prohibition were agreed in August 2019, with proposals to carry out wider consultation to gather views from residents and businesses in the overall area were proposed.
- 3.5 Unfortunately, it was not possible to submit a report on the trial vehicle prohibition to the Transport and Environment Committee on 22 April 2021. However, a short [Business Bulletin](#) update was provided.
- 3.6 This set out the options to progress a trial vehicle prohibition (road closure) on Cammo Road during 2021 as:
- 3.6.1 Carry out further Consultation with the broader community;
- 3.6.2 Carry out detailed engagement with Ward Councillors, Community Councils and Council Transport and Planning Officers to try and develop an agreed proposal;
- 3.6.3 Develop a proposal under the context of an ETRO for a trial period up to 18 months; and
- 3.6.4 Undertake and monitoring and assessment exercise to consider the success or otherwise of a trial.
- 3.8 It was recommended that the options at 3.7.2 – 3.7.4 be progressed.
- 3.7 Following the April Committee, local stakeholders including Councillors, Community Councils, Emergency Services and appropriate Council services were asked for their views regarding the proposed trial closure (vehicle prohibition).

4. Main report

- 4.1 Over the last few years the Cammo area has been subject to considerable change and development, including:
- 4.1.1 Housing development on Maybury Road;
- 4.1.2 Significant changes to the road layout on Maybury Road;
- 4.1.3 Housing developments at West Craigs and Turnhouse;
- 4.1.4 Temporary vehicle prohibition (road closure) of Cammo Walk under Spaces for People Programme;

4.1.5 Operation of the new Forrest Kindergarten in the Cammo Estate; and

4.1.6 Funding secured to improve path connections with the River Almond path network.

4.2 It is expected that traffic patterns will continue to change in the surrounding area as a result of new developments, planned junction improvements and an increase in population. Whilst the impact of these changes is not fully known it is hoped that future travel patterns may be better understood over the next 18 months.

4.3 At the time of writing this report the Spaces for People (SfP) Programme had introduced a temporary vehicle prohibition (road closure), on public health grounds, on Cammo Walk. Proposals for the retention of this intervention are set out in a separate report to this Committee. It is also worth noting this particular route is also subject to consideration under the context of the new signalised junction design at Maybury Road and Craigs Road.

4.4 Based on the above, it is recommended that detailed design work is undertaken to define the most suitable location for the introduction of a trial vehicle prohibition point.

Experimental Traffic Regulation Orders (ETROs)

4.5 The Road Traffic Regulation Act 1984 provides that the roads authority may make an order for the purpose of carrying out an experimental scheme of traffic control. This is an Experimental Traffic Regulation Order, or an ETRO. ETROs can continue in force for up to 18 months.

4.6 The process to be taken for ETROs is proposed as follows:

4.6.1 Drafting the required orders, following development of detailed designs for each scheme. In doing so, officers will consider the feedback on individual schemes received during the consultation and will incorporate suggestions into the detailed design where possible;

4.6.2 Advertising of ETROs in accordance with legislative requirements;

4.6.3 Consideration of objections in accordance with legislative requirements and in line with Council Scheme of Delegation which requires a report to Committee where more than six material objections received from the public; and

4.6.4 If approved for implementation, the ETROs will be monitored once installed.

Consultees for Traffic Orders

4.7 The statutory consultees for Traffic Orders include Police Scotland, The Scottish Ambulance Service, The Fire Service, The Freight Transport Association, The Road Haulage Association.

4.8 In addition, the legislation indicates that the Council should consult other organisations (if any) representing persons likely to be affected by any provision in the order as the authority thinks appropriate. For this proposed trial prohibition, the

Council would generally include Community Councils, groups representing residents and groups representing local businesses.

Assessment and Monitoring

- 4.9 During the early stages of ETRO, six months from commencement, officers would be required to undertake an assessment to consider feedback and assess the success of the scheme. Recommendations for the next steps would be presented to a future Committee and may include the commencement of the legal process for a permanent Traffic Regulation Order (TRO), if appropriate.
- 4.10 In addition to the statutory consultees, it is suggested that a broader notification exercise is undertaken to ensure that all appropriate residents, businesses and stakeholders are made aware of the proposed Order.

Feedback to date

- 4.11 Current feedback from local stakeholders, Councillors, the Cramond and Barnton Community Council and Council Officers is noted in Appendix 1.
- 4.12 Whilst there is clearly support for the trial to proceed it should be noted the Cramond and Barnton Community Council and residents from the Lennymuir area have both raised concerns regarding road safety and a significant restriction on access should the trial proceed.

5. Next Steps

- 5.1 If the report recommendations are approved, officers will develop a detailed design to consider the most appropriate location for a trial vehicle prohibition point (an approximate location is shown in Appendix 2). The detailed designs will include confirmation of the closure point, traffic signage and any other measures required to create a turning area. Some discussion will be required to with local agricultural businesses to ensure that adequate access is maintained.
- 5.2 Once the design is complete, arrangements would be made for the proposed ETRO to be drafted and for the statutory process to commence, as set out above.

6. Financial impact

- 6.1 The cost of preparing the detailed design, promoting the ETRO, dealing with any comments or objections, potentially making the Order and installation is likely to be in the region of £10,000 and will be met by the Transport service revenue budget.
- 6.2 The cost of monitoring the trial and considering if a future permanent TRO would be appropriate will cost in the region of £5,000 and will be included in a future transport revenue budget plan, if required.
- 6.3 The anticipated cost of installing a full linked signalised junction at the Maybury Road / Cammo Gardens junction would be in the region of £150,000. If was considered appropriate, additional funding will need to be identified.
- 6.4 Although suggested by the Cramond and Barnton Community Council, it would not be possible to change the established Section 75 Development Contribution.

7. Stakeholder/Community Impact

- 7.1 Local engagement with stakeholders, local Councillors and the two Community Councils has been undertaken, as requested, to determine the level of support for the trial.
- 7.2 Clearly, a trial of this nature would have some impact on the local communities. Further notification with residents, businesses and all emergency services would be appropriate should the trial be approved to proceed to the formal ETRO stage.
- 7.3 An Integrated Impact Assessment (IIA) for the scheme is still to be undertaken.

8. Background reading/external references

- 8.1 None.

9. Appendices

- 9.1 Appendix 1 – Stakeholder Feedback
- 9.2 Appendix 2 – Approximate location of the trial vehicle prohibition (road closure)

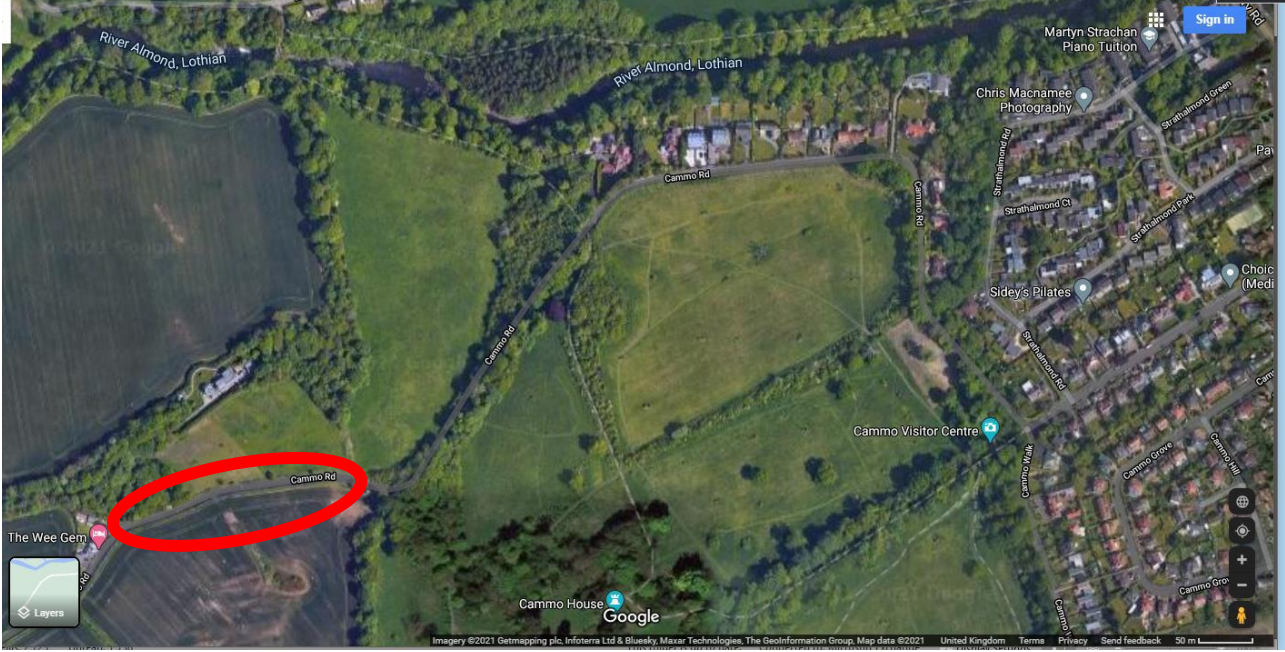
Appendix 1 – Feedback from Stakeholders

Stakeholder	Comments
Police Scotland	<p>No negative comments to note</p> <p>NB. Further engagement to be undertaken with all emergency services as part of statutory ETRO consultation in advance of any public advertising.</p>
Christine Jardine MP	<p>Email on 19 January 2021</p> <p>Subject: FW: Petition Against the Proposed Closure of Cammo Road (Case Ref: CJ9384)</p> <p>I am getting in touch on behalf of the residents of Lennymuir in my constituency. They are deeply concerned at any proposed closure of Cammo Road.</p> <p>They are concerned that the decision to close Cammo Road was based on a survey of residents some time ago and since then numerous new residents now live in Lennymuir.</p> <p>The residents object to closure as they use the road on almost daily basis for essential travel. Alternative routes such as Craigs Road, Turnhouse Road and Maybury Road are subject to longstanding well known traffic problems already without the additional difficulties Lennymuir residents would face accessing them and the additional pressure that housing developments around Turnhouse will bring.</p> <p>Additionally, the residents have pointed out that there is no public transport provision for Lennymuir. There are concerns that problematic access for service Vehicles, trade and Emergency Services will impact on the Health and Safety of residents.</p> <p>If you could provide an overview of how the council intends to mitigate these concerns so I may reassure my constituents I would be most grateful.</p>
Councillor Hutchison	<p>I absolutely support the principal of the closure but would make the following points;</p> <p>In my opinion the closure point should be closer to Turnhouse around the position of the original request made by residents.</p> <p>The introduction of any permanent scheme should be accompanied by the introduction of signalled junctions at Cammo Gardens/Maybury Road and Cammo Road/Queensferry Road.</p>
Councillor Work	<p>As long as full consultation takes place with residents & businesses who will be affected as suggested. I am generally in favour of the trial, but this will divide opinion. Investment is urgently required at the junctions on the Maybury Road at Craigs Road and the Maybury Junction itself to mitigate the impact of any closure.</p>

Councillor Young	Response in support for a trial closure
Councillor Lang	I am fully supportive of a trial closure of the road. All my surveys of residents have shown a clear majority support for a full closure to address local rat running and speeding concerns.
Cramond and Barnton Community Council	<p>The proposed closure was discussed tonight at the CBCC meeting. The result was that the trial closure is supported subject to a commitment to provide traffic lights at Cammo Gardens. Some members also wish traffic lights at the Cammo Road/Queensferry Road junction. You will be well aware of the justification of the demand for traffic lights due to the hazardous nature of these junctions combined with the many elderly and less confident drivers resident at Cammo and Strathalmond, many of whom are dependent on their cars for mobility. Closure of Cammo Road would add to the issues of community severance which are already apparent with the temporary closure of Cammo Walk.</p> <p>There was support also for the need to consult residents on the stretch of Cammo Road which would be affected and for potentially moving the closure to nearer the railway bridge near to Turnhouse.</p> <p>Both CBCC and Friends of Cammo have asked for comment on their Facebook pages and have received well over 40 responses already.</p> <p>I would remind you also that the 2020 survey we undertook in respect of the potential closure of Cammo Walk found that if Cammo Walk is closed, 74 (73%) respondents considered traffic lights are required at Cammo Gardens.</p> <p>A similarly high proportion in favour of lights at Cammo Gardens could be expected if the closure of Cammo Road was to be the subject of a community survey.</p> <p>I have previously indicated that CALA/David Wilson Homes have provided an informal indication that they may be prepared to redirect a proportion of the £367,500 planning agreement for Cammo Walk to the provision of lights at Cammo Gardens if the Council were prepared to make such a commitment.</p> <p>So, funding for lights at Cammo Gardens may be available, it just needs the Council to make a commitment !</p>
Council officer Planning	<p>I see no planning issue with the proposal if it allows right of access to the existing development.</p> <p>My only comment is Cammo Road lacks a decent footway along sections of it and makes it difficult for pedestrian and PT users.</p>
Council officer	<p>As long as the new north car park at Cammo retains access, this is favourable.</p> <p>The new Forest Kindergarten pods are in place at this location and about to be used. I have concerns regarding drop off and collection of children a little</p>

<p>Natural Heritage Service</p>	<p>especially if initially people are unaware of the proposed road layout changes.</p> <p>Also, Ross Woodside from ELGT is looking at improvements to the upper reaches of the River Almond Walkway so changes to this road may impact thoughts on linking routes to and from the walkway to either other quiet routes, circular walks or sites such as Cammo.</p> <p>I have asked Forest Kindergarten managers who now have a facility at the north entrance to Cammo Estate to comment.</p> <p>Information from ELGT: The Edinburgh and Lothians Greenspace Trust have recently been successful in securing a grant from Sustrans for a River Almond Walkway Feasibility Study from Cramond to Kirkliston. We are working alongside the City of Edinburgh Council and Friends of River Almond Walkway to develop this project. We have appointed a consultant to undertake this work and have been engaging with the key stakeholders along the route to determine the best option for a multi-use path at this location. As the project develops, I will share the findings of the report and the proposed next steps as we take the project forward.</p> <p>This is a continuation and development of a piece of work completed by parks a few years ago but now includes dwell spaces and circular routes encompassing local places of interest along the way. The closure of Cammo Road may influence route and design proposals at this section.</p>
<p>Council Officer On behalf of Forest Kindergarten</p>	<p>As you are aware we have an Edinburgh Council Forest Kindergarten at the Cammo Estate and we currently use the North Carpark as this is where our Pods are located to offer our children and staff a place to rest and refuel.</p> <p>As I am aware by the information shared the closure will be from the Turnhouse end so we will still be able to access the North Carpark from Cammo Road, if this is the case we would have no objections to the trial road closure.</p>
<p>Deputations</p>	<p>Deputations to the Transport and Environment Committee on 28 January 2021</p> <ul style="list-style-type: none"> • Cammo Traffic Group • Residents of Lennymuir

Appendix 2 – Approximate location of the trial vehicle prohibition (road closure) shown in red



Transport and Environment Committee

10.00am, Thursday, 17 June 2021

Funding Third Sector Delivery Partner: Changeworks Resources for Life

Executive/routine Wards Council Commitments	Routine All
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1. Recommendations

- 1.1 It is recommended that Committee:-
- 1.1.1 Approves grant funding to Changeworks Resources for Life (Changeworks) for the next two years to deliver bespoke support with pupil, resident and community engagement on waste prevention and recycling; and
 - 1.1.2 Notes Changeworks long-established relationship with the City of Edinburgh Council and that it is uniquely placed to provide waste engagement and community empowerment which aligns the Councils net zero carbon commitments

Paul Lawrence

Executive Director of Place

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Funding Third Sector Delivery Partner: Changeworks Resources for Life

2. Executive Summary

- 2.1 Changeworks Resources for Life (Changeworks) provides bespoke support to the Council with pupil, resident and community engagement on waste prevention and recycling. This report seeks approval for a two-year grant funding arrangement of £90,000 for 2021-22, decreasing by 5% the following year.
- 2.2 The funding programme is in accordance with the Grant Standing Orders of the City of Edinburgh Council.

3. Background

- 3.1 Changeworks is an environmental charity and social enterprise that works in collaboration with public and third sector organisations, schools, communities and businesses.
- 3.2 The activities Changeworks undertake meet the commitments, strategic aims and outcomes of the Council's Business Plan 2017- 2022 and the Council's Sustainability Strategy.
- 3.3 Details of the projects Changeworks have undertaken for the Council since 2019 are included in Appendix 1.

4. Main report

- 4.1 Changeworks has a long-established relationship with The City of Edinburgh Council's Waste and Cleansing Service. Providing support with waste engagement, monitoring and evaluation, community empowerment, volunteer involvement and education services, which bring a wealth of skills to enhance the Council's own inhouse capacity.
- 4.2 The overall aims of this joint working relationship are as follows:
 - 4.2.1 Reduce waste to lower carbon emissions;
 - 4.2.2 Increased awareness of reuse, repair, recycling and waste reduction;

- 4.2.3 Increased use of reuse, repair or recycling facilities; and
- 4.2.4 Reduce litter/fly-tipping.
- 4.3 During the last year Changeworks has adapted its services in response to the Covid-19 pandemic. Some staff were put on furlough, whilst others were set up to work at home. Waste education was suspended for the academic year 2020/21.
- 4.4 Activities that were completed include:
 - 4.4.1 Support with engagement with the Communal Bin Review;
 - 4.4.2 A community engagement feasibility study; the development of an on-line reuse map for Edinburgh;
 - 4.4.3 Food waste recycling engagement in Craigentenny;
 - 4.4.4 Real nappy project; and
 - 4.4.5 Too Good to Waste, an A-Z guide of practical ways to reduce, reuse, repair and recycle in Edinburgh.
- 4.5 Appendix 1 provides full details on the work undertaken.
- 4.6 In 2021/2022 it is intended to:
 - 4.6.1 Continue support for the communal bin review project; and
 - 4.6.2 Carry out an engagement programme and campaign to promote food waste prevention and recycling and further enhancement of the reuse map.
- 4.7 In addition, schools are currently being engaged to understand whether waste education would be possible in academic year 2021/22. If it is to be suspended again, additional focus will be placed on food prevention and recycling.
- 4.8 Changeworks is uniquely placed to provide these services to the Council. Consideration will be given in the future for this to be a procured service but currently it is considered important to sustain the work and momentum that has been carried out to date given the Council's net zero carbon commitments.

5. Next Steps

- 5.1 If Committee approve the funding as recommended, the agreement will be signed and the delivery of the outputs will be overseen by Council officers. Progress reports will be required from Changeworks.
- 5.2 The agreement will continue to be monitored on a monthly basis to ensure progress is being made within the aims of the agreement. This will include an annual review in line with the Council's Grant Standing Orders.

6. Financial impact

- 6.1 The cost of the funding will be £90,000 in 2021-2022, reducing by 5% the following financial year.

7. Stakeholder/Community Impact

- 7.1 Engaging with residents and communities is key to the arrangement with Changeworks. During the last year they had to adapt to the lockdown restrictions and where appropriate have delivered on-line events.
- 7.2 Supporting this organisation will have a positive impact on the environment and people's understanding of, and engagement with, Edinburgh's waste disposal and recycling targets.

8. Background reading/external references

- 8.1 None.

9. Appendices

- 9.1 Changeworks output report 2019-2021

Edinburgh Waste Engagement Output Report

1 April 2019 – 31 March 2021



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1. Introduction

1.1 About Changeworks

Changeworks is Scotland's leading environmental charity delivering solutions for low carbon living. A trusted expert with over 30 years' experience. Changeworks' vision is for a world where everyone is able to live, work and enjoy life with a low carbon impact. We recognise climate change is the most significant threat to the environment and our way of life.

With offices in Edinburgh and Inverness, we develop and deliver high impact solutions to make low carbon life a positive reality for everyone. We work with Scottish Government agencies, local authorities, housing associations, businesses, schools, community groups and individuals to:

- Improve energy efficiency
- Reduce fuel poverty
- Prevent waste
- Inspire low carbon behaviours

Passion, integrity, innovation, collaboration and empowerment are the values which drive us.

1.2 Partnership with the City of Edinburgh Council

Changeworks has a long established relationship providing support to The City of Edinburgh Council's waste and cleansing service relationship with resident and community engagement on waste prevention and recycling. The delivery plan for 2019 - 2021 covered the following activities:

Communities

- Supporting the communal bin review (CBR) project
- Enquiries service (phone and email)
- Too Good to Waste newsletter and website
- Real nappy starter kits
- Locality support (when required)

Education

- Whole school approach
- Support for the communal bin review
- Assemblies, workshops and CPD sessions
- Enquiries and advice service
- Online resources

These services had differing levels of priority and our focus was on delivering those of highest importance as agreed with The City of Edinburgh Council.

In 2020, as the COVID pandemic hit and face to face engagement would not be delivered, a revised delivery plan was agreed with focus for the remainder of the 2021-21 contract on the following:

- Reuse Map Development
- Community Waste Empowerment Feasibility Exercise

As a result of the COVID-19 pandemic, a decision has been taken by The Council that no waste education delivery would take place during 2020/21. With the likelihood at the time of further lockdowns, it was agreed that education delivery should be suspended and reviewed at end March 2021 with a view to deciding if activity to be included in 2021/22 work programme.

Changeworks are uniquely placed to partner with The Council to deliver waste engagement and education services that help deliver The Council's Sustainability Strategy. A strong working relationship has been developed over many years working together to develop shared priorities. Changeworks expertise in waste engagement, monitoring and evaluation, community empowerment, volunteer involvement and education services bring a wealth of skills to enhance The Council's own inhouse capacity.

2. Project Aims and Objectives

Overall Aim

The overall aims of this joint working relationship have been as follows:

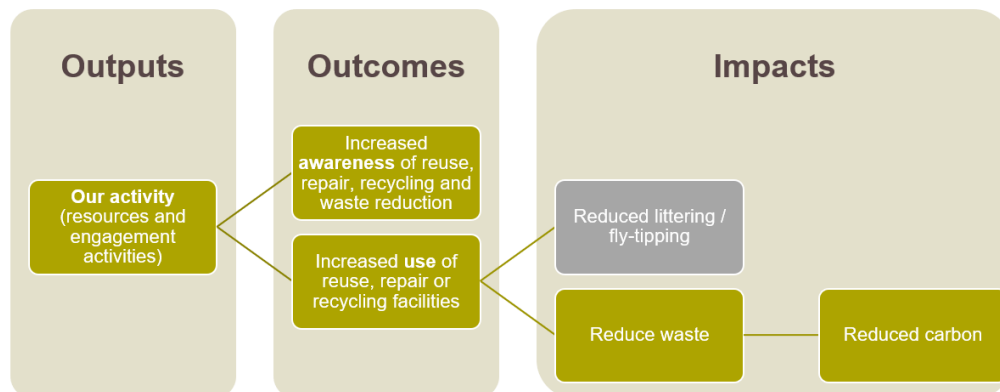
- Reduce waste to lower carbon emissions and reduce littering / fly tipping.
- Increased awareness of reuse, repair, recycling and waste reduction
- Increased use of reuse, repair or recycling facilities

Key Objectives

The Council and Changeworks work together to achieve the following objectives:

- Ensuring appropriate resources are assessed, developed and maintained.
- Resources are marketed to engage groups in the reuse, repair and recycling options available to them.

Monitoring and Evaluation Framework



3. Communal Bin Review Engagement

Changeworks have provided support to The Council with engagement related to the Communal Bin Review including:

- Delivery of information sessions in areas where communal bin changes are yet to be implemented
- Follow-up work in locations where the changes have been implemented

The aim of engagement has been to inform residents of the aims, criteria and parameters of the project and to present potential locations for the new bin hubs. Changeworks have also supported with disseminating information to residents on the timescales for the process of applying for TROs (Traffic Regulation Order) and service rollout.

Changeworks and The Council’s Waste and Cleansing Team have collaborated to deliver a series of on-street community engagement events across Edinburgh to inform the public about improvements to their waste and recycling service as part of the Council’s Communal Bin Review project. These improvements will make it easier for people living in flats to recycle and will improve the look of Edinburgh’s neighbourhoods. New bin hubs are being created across the city in 2021 which will provide a full waste and recycling services at each location, modelling the new bin hubs which have already been successfully installed and well received on several streets in Leith.



The communal bin review engagement has included door to door consultations, online feedback surveys and pop up street stalls (used in preference to door to door engagement to follow Scottish Government COVID guidelines). The findings have helped to inform engagement as the project progressed, identify potential barriers and ensure the programme roll out was communicated well by The Council.

Table 1: Performance summary 2019-21 – Communal Bin Review

Performance Area	Outputs
Preparatory bin monitoring	12 streets
Follow-up monitoring (focused on Albert Street with 538 residents)	55 residents engaged (10% of residents)
On street engagement events	12 pop up engagement events (667 residents engaged)

4. Localities Engagement

Changeworks staff and volunteers have provided support to The Council's locality campaigns as required including the following projects of note:

Muirhouse Resident Clean up Day 2019

The day was organised to encourage the community to bring their large items to collection points and help out with a community litter pick. They were also provided with information and leaflets on waste prevention, recycling and the bulky uplift service.

The litter pick focused on problem areas, which had been identified as Muirhouse Crescent round to Muirhouse Drive and Muirhouse Park a total of 75.85 kg of litter was collected. Four amnesty cages were provided by the City of Edinburgh Council at two locations for bulky items.

Figure 1: Muirhouse Resident Clean up Day - before and after



Oxgangs Engagement

Oxgangs Street and Oxgangs Avenue were identified areas requiring locality support by the locality waste & cleansing officer. The area had recently received new communal recycling bins and the main issues were contamination and low take-up of the services, especially food waste.

A two-month engagement was carried out in 2019 to address key barriers to recycling and this included the following activities:

- **Bin Monitoring** - carried out on all bins prior to any engagement to establish a baseline. The major trends identified were contamination and unbagged food waste and flytipping around the bins.
- **Posters and Leaflets** - All 13 blocks had posters installed inside the entrance with information on recycling (e.g. what goes in what bin, recycling advice, benefits of recycling), as well as tips to encourage higher recycling participation and better capture. Other posters advertised activities that were to follow – doorstepping and info stall.

- **Doorstepping** - Contact was attempted with each flat on two separate occasions. If there was no answer, an information pack was posted through the letterbox of the flat at the second attempt containing CEC's Recycling In Edinburgh and Everyone has Food Waste leaflets, as well as Changeworks' What goes in Each Bin flyer. The pack was distributed to 95% of residents and 32% of all flats in the target area took part in a bespoke survey.
- **Information Stall** - An information stall was organised as an additional opportunity to talk to the residents and it featured several educational games and activities to facilitate engagement.

Craigentenny – Food Waste Recycling

The City of Edinburgh Council localities staff highlighted Craigentenny as an area where there was low uptake in food waste recycling and that work was needed to encourage participation amongst residents. Changeworks therefore designed a pilot approach to improve participation rates in the food waste collection across four target streets within the area.

Changeworks approach aimed to:

1. Increase the number of households using the food waste collection
2. Increase the frequency with which households presented food waste for collection
3. Increase the volume of food waste collected

The interventions took place between February and March 2020 with post engagement evaluation happening in September 2020 and followed a three-part approach:

- Base line data gathering of the number of food waste bins presented at kerbside over a 3-week period
- Resident engagement and food waste kit provision
- Post engagement monitoring and reward for participation

The interventions targeted 121 households across 4 streets in Craigentenny.

Overall participation in the food waste recycling scheme increased over the course of the engagement with more occasional recyclers presenting waste more regularly alongside some previously non-participating households. The residents did benefit from doorstep support and resources being made easily available to them. i.e. food waste kits distributed to their homes. With only half of the residents on the target streets utilising the service, more still needs to be done to further encourage the participation for non-food recyclers.

CHANGEWORKS

We're sorry we missed you!
We were here to deliver a free food recycling kit

Outdoor food caddy

Indoor food caddy

Liners

To get your kit contact Kat Vaughn, Senior Waste Project Officer on **07818167615** or **kvaughn@changeworks.org.uk**

Kits will be delivered by Friday 13 March – so get in touch by Wednesday 11 March at the latest.

Kits are also available at Piershill Library while stocks last.

Scottish Charity SC015144 changeworks.org.uk Printed on 100% recycled paper

5. Waste Education

Changeworks has delivered a programme of school support in partnership with The Council for many years however the approach in delivery was changed recently. Previously, individual workshops and assemblies were delivered as one-off activities and targets were set to reach a certain number of primary and secondary schools each year. However, in order to be effective in delivering meaningful and measurable behaviour change, the 2019-20 programme asked schools to agree to a more substantial programme of support.

Baseline waste audits and follow-up audits were carried out so that the impact of engagement could be evaluated. Schools were also asked to sign up to a series of activities and, preferably, link this to an in-school service change or campaign.

A new workshop was also developed in 2019 which allowed primary children to learn the importance of correct recycling and avoiding contamination in an interactive way. Children were set a task to sort waste on a 'conveyor belt' and then sort into groups of different types of recycle ready to be sent to the relevant recycler.

Table 2: List of schools engaged through waste education activities

School	Primary / secondary	# activities
Blackhall	P	1
Broughton	P	2
Buckstone	P	1
Carrick Knowe	P	8
Clifton Hall Junior School	P	2
Dean Park	P	3
East Craigs	P	2*
Fox Covert	P	7
James Gillespie's	S	5
James Gillespie's	P	7
Leith Academy	S	2
Liberton	P	1
Lorne	P	2
Prestonfield	P	1*
St David's (RC)	P	13
St Mary's (RC)	P	14

School	Primary / secondary	# activities
The Royal High	P	6
Towerbank	P	2
Victoria	P	8
Wardie	P	1

* Further delivery was due to take place after 2019 activity but was postponed by school

Table 3: Performance summary 2019-21 - Education

Performance Area	Output
Assemblies & workshops	
Number of pupils and teachers engaged through activities	5336
Number of primary and secondary schools engaged through activities	20
Number of schools supported through new delivery model	7
CPDs	
Number of sessions held	3
Number of teachers engaged	12
% of attendees agreeing that they would be able to apply their new skills/knowledge in their workplace	100%
Enquiries and advice	
Number of primary and secondary schools engaged through ad hoc phone / email advice / provision of (links to) resources.	12
% of users that found the advice helpful	89%
Whole School Approach	
Schools involved	4
Online resources	
Number of resource downloads	31

6. Reuse Map

The Edinburgh Charity Shop Map was developed in collaboration with City of Edinburgh Council many years ago to provide a comprehensive guide to donating and buying from charity shops and reuse projects. It provided information on what type of donations each shop or project accepts and how to contact them. This popular resource provided support to many hundreds of Edinburgh residents over the years but the website technology behind the resource was identified to be now out of date and clunky.

Through funding from Zero Waste Scotland, Changeworks had developed a new dynamic online resource for the Zero Waste Leith project.

The Leith Reuse Map utilised simple GIVE-FIX-GET buttons to allow residents to explore 60+ Leith based organisations already helping the community to reuse things in the Leith area.

Between October 2020 and March 2021, Changeworks utilised the user friendly build of the Leith Reuse Map with the information contained in the outdated Edinburgh Charity Shop Map to create a new Edinburgh wide resource for City of Edinburgh Council.

This was an ambitious project resulting in a user friendly, dynamic and content-rich online map and search tool of reuse and repair shops and facilities in Edinburgh, with functionality allowing users to edit and submit content.

The workplan involved:

- Project scoping
- Website build and back-office systems
- Stakeholder engagement
- Volunteer engagement and development
- Data validation and website population
- Marketing and comms plan for delivery
- Reporting and evaluation and monitoring frameworks

The most popular searches on the new Edinburgh Reuse Map include:

- GIVE clothes, music, books, videos, furniture and homewares
- GET second-hand furniture
- FIX electrical equipment

The most popular searches since map launch in January 2021 have generally been for donating items, but it is unclear whether this is a symptom of lockdown (shops being closed and clear outs happening) or if people are generally more interested in giving into the circular economy than getting from it. Further research on how the map is used over the next few months will be carried out to provide greater understanding.

Edinburgh Reuse Map

I want to



an item

Table 4: Performance summary 2019-21 – Reuse Map

Performance Area	Outputs
Unique views	27,000
Completed journeys	12,761 ¹
New users	8,706
Returning users	1,296

¹ The number of times a user has completed their journey to final results page shown on a map

7. Waste Community Empowerment Feasibility

Changeworks was commissioned to produce a robust feasibility study on behalf of the City of Edinburgh Council focused on the viability of community-focused initiatives and resources to empower City of Edinburgh communities to recycle more, reduce waste and widen community involvement in activities such as community clean ups, graffiti removal and weeding.

Residents and community group representatives from across the city were surveyed to determine current priorities, expectations and barriers, and City of Edinburgh Council staff were consulted to identify existing support processes and perceptions around how community needs are currently supported.

The resulting data was analysed for trends and themes before the following recommendations for initiatives aimed at improving community empowerment were proposed.

A multi-phased approach was adopted, with two distinct survey methods used to target the key audiences identified in the proposal, and collect responses to questions around community and organisation priorities, information and resource access, and barriers to empowerment:

- an online questionnaire (“Survey Monkey”) for surveying Edinburgh residents
- a 30-minute semi-structured conversation, carried out via telephone or video conferencing to gather information from community groups, and Council staff.

The table below shows the target number of surveys versus actual completed surveys.

	Number of responses
Resident	347
Community Group	15
City of Edinburgh Council Staff	13

The study resulted in a large number of suggestions and ideas for action, not only on a local community level but also ambitious city-wide concepts. Several consistent themes emerged when reviewing responses from residents, staff and community groups, and a number of recommendations were proposed to address these (contained in separate report presented to The Council) and summarised as follows:

- Communication to tackle perceptions around empowerment and social responsibility
- Messaging to promote the physical and mental health benefits of participation
- Coordinated city-wide action and campaigns
- Improved access to information through community empowerment portals
- Enhanced coordination, leadership and recognition
- Business input and corporate social responsibility
- Monitoring and evaluation to provide evidence base and recognition

8. Waste Enquiries

Changeworks have supported The City of Edinburgh Council for many years through the provision of a phone and email-based waste enquiries service for Edinburgh residents with the following aims:

- Residents are engaged on waste prevention and recycling
- Residents are able to appropriately dispose of their items

The most common areas where Edinburgh residents requested support with a waste related enquiry included:

- How to recycle/reuse bedding materials, including duvets, mattresses and pillows.
- What to do with unwanted furniture items such as, sofas, tables and chairs.

Table 5: Performance summary 2019-21 – Waste Enquiries

Performance Area	Outputs
Number of enquiries	401
Tonnage of waste diverted	9.2 tonnes
% of users that found the service useful	86%

9. Too Good to Waste

Changeworks developed the Too Good to Waste website resource in collaboration with The Council to help Edinburgh residents reduce, reuse, repair and recycle everyday items. Too Good to Waste is an A to Z guide of practical ways to reduce, reuse, repair and recycle in Edinburgh and the Lothians. A quarterly bulletin is also issued to subscribers which provides easy reuse and recycling tips for a Waste Free Edinburgh.

On examining the Google Analytics of the Too Good to Waste pages from April 2019 to April 2021, the top topics based on unique page views were:

- [Bedding, including duvets, blankets, pillows](#) (8,262 unique visitors)
- [Furniture](#) (8,478 unique visitors)
- [Clothes, textiles, fabrics](#) (6,412 unique visitors)
- [Community recycling centres](#) (5,059 unique visitors)
- [Household waste recycling centres Edinburgh](#) (5,289 unique visitors)
- [Food Waste FAQ](#) (4,331 unique visitors)

Table 6: Performance summary 2019-21 – Too Good to Waste

Performance Area	Outputs
Number of e-bulletins recipients	781
Average email open rate	41%

The Too Good to Waste quarterly e-bulletin has had a consistently high open rate averaging 41% (15- 25% would be considered a standard open rate). Users have engaged with links in the email with interest being high in particular around the topics of plastic waste, recycling and food waste as well as the Edinburgh Re-use Map.

10. Real Nappies

Changeworks provide information on using real nappies on behalf of The Council and sell real nappy starter kits. The starter kit of reusable nappies is designed so that families can try out which nappy styles suits them and their baby before investing further. Modern real nappies are very practical, easy to use and wash, and offer parents an alternative to disposable nappies that's kinder on the environment



It is estimated that by using real nappies, the average household waste of families with babies can be halved, avoiding an average 750kg/hh/yr with associated cost savings for The Council. WRAP ²reports the following:

- The UK disposes of around 3 billion disposable nappies each year, representing an estimated 2% to 3% of all household waste.
- By the time one baby is potty trained the baby could use 4,000 to 6,000 disposable nappies. In comparison, a baby only needs around 20 to 30 modern real nappies and these can also be used by any siblings that come along.
- Although real nappies cost a few pounds each initially and need to be laundered, real nappies can save parents around £200 to £500 over 2.5 years for their first baby and even more if re-used for subsequent children.

Table 7: Performance summary 2019-21 – Too Good to Waste

Performance Area	Outputs
No starter kits administered	179
Tonnes diverted	134 tonnes ³
% of users that found the service helpful	90%

² [WRAP](#); a charity, working with governments, businesses, and communities to deliver practical solutions to improve resource efficiency around the world.

³ Calculation based on impacts highlighted by [WRAP](#)

Transport and Environment Committee

10am, Thursday, 17 June 2021

Internal Audit: Overdue Findings and Key Performance Indicators as at 10 February 2021 – 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 report to the Transport and Environment Committee for information.

Andrew Kerr

Chief Executive

Contact: Martin Scott / Natalie Le Couteur, Committee Services, Strategy and Communications Division, Chief Executive's Service

E-mail: martin.scott@edinburgh.gov.uk / Natalie.le.couteur@edinburgh.gov.uk

Referral Report

Internal Audit: Overdue Findings and Key Performance Indicators as at 10 February 2021 – referral from the Governance, Risk and Best Value Committee

2. Terms of Referral

- 2.1 On the 23 March 2021 the Governance, Risk and Best Value Committee (GRBV) considered a report on Internal Audit Overdue Findings and Key Performance Indicators as at 10 February 2021, which provided an overview of the status of the overdue Internal Audit (IA) findings as at 10 February 2021. A total of 115 open IA findings remained to be addressed across the Council as at 10 February 2021. This included the one remaining historic finding and excluded open and overdue Internal Audit findings for the Edinburgh Integration Joint Board and the Lothian Pension Fund.
- 2.2 The Governance, Risk and Best Value Committee agreed:
- 2.2.1 To note the status of the overdue Internal Audit (IA) findings as at 10 February 2021.
- 2.2.2 To refer the report to the relevant Council Executive committees and the Edinburgh Integration Joint Board Audit and Assurance Committee for information in relation to the current Health and Social Care Partnership position.
- 2.2.3 To agree to revise the timescale on outstanding action 107 which had a 2024 close date to an earlier date.
- 2.2.4 To agree that the 30 outstanding actions which were over a year old would return to GRBV for scrutiny in May 2021 or later subject to the Chief Internal Auditor and Convenor of GRBV's discussion

3. Background Reading/ External References

- 3.1 [Governance, Risk and Best Value Committee – 23 March 2020– Webcast](#)
- 3.2 Minute of the Governance, Risk and Best Value Committee - 23 March 2021

4. Appendices

Appendix 1 – report by the Chief Internal Auditor

Governance, Risk and Best Value Committee

10:00am, Tuesday, 23 March 2021

Internal Audit: Overdue Findings and Key Performance Indicators as at 10 February 2021

Item number	
Executive/routine	Executive
Wards	
Council Commitments	

1. Recommendations

- 1.1 It is recommended that the Committee:
- 1.1.1 notes the status of the overdue Internal Audit (IA) findings as at 10 February 2021; and,
 - 1.1.2 refers this paper to the relevant Council Executive committees and the Edinburgh Integration Joint Board Audit and Assurance Committee for information in relation to the current Health and Social Care Partnership position.

Lesley Newdall

Chief Internal Auditor

Legal and Risk Division, Resources Directorate

E-mail: lesley.newdall@edinburgh.gov.uk | Tel: 0131 469 3216

Internal Audit: Overdue Findings and Key Performance Indicators as at 10 February 2021

2. Executive Summary

Open and overdue Internal Audit findings

- 2.1 Following the Corporate Leadership Team (CLT) decision to temporarily reallocate capacity within directorates to prioritise focus on the closure of IA findings in November 2021, IA has noted a consistent increase in the number of overdue findings and management actions now proposed for closure by management, mainly driven by the Place and Resource Directorates. However, this is offset by an ongoing increase in the overall number of findings and management actions becoming overdue.
- 2.2 During the period 30 October 2020 to 10 February 2021 a total of 29 findings (14 open and 15 overdue) and 72 management actions have been closed following review by IA, within a positive monthly trend evident in the number of management actions closed.
- 2.3 There has been no significant change in the historic ageing profile of overdue findings, although there is a consistent increase evident in the number of findings less than 90 days overdue and the number of management actions where the latest implementation date has been missed. This confirms that ongoing focus is required to ensure that future implementation dates are achieved and not missed.
- 2.4 Further detail on the monthly trends in open and overdue findings is included at Appendix 1.

Ownership

- 2.5 Ownership of open IA findings previously owned by the former Executive Director of Communities and Families and Head of Strategy and Communications have now been reallocated to relevant Senior Managers.

Current position as at 10 February 2021

- 2.6 A total of 115 open IA findings remain to be addressed across the Council as at 10 February 2021. This includes the one remaining historic finding and excludes open

and overdue Internal Audit findings for the Edinburgh Integration Joint Board and the Lothian Pension Fund.

- 2.7 With regard to resolution of the 26 historic overdue findings reopened in June 2018, only one overdue finding remains and validation of this is in progress.
- 2.8 During the period a total of 29 findings (14 open and 15 overdue) and 72 management actions have been closed across the Council following review by IA.
- 2.9 Of the 115 currently open IA findings:
 - 2.9.1 a total of 47 (41%) are open, but not yet overdue;
 - 2.9.2 68 (59%) are currently reported as overdue as they have missed the final agreed implementation dates. This reflects an increase of 11% in comparison to the October 2020 position (48%).
 - 2.9.3 68% of the overdue findings are more than six months overdue, reflecting a decrease of 4% in comparison to October 2020 (72%) with 24% aged between six months and one year and 44% more than one year overdue.
 - 2.9.4 evidence in relation to 20 of the 68 overdue findings is currently being reviewed by IA to confirm that it is sufficient to support closure; and
 - 2.9.5 48 overdue findings still require to be addressed.
- 2.10 The number of overdue management actions associated with open and overdue findings where completion dates have been revised more than once since July 2018 is 74, reflecting a decrease of 4 when compared to the October 2020 position. This excludes the four-month date extension that was applied to reflect the impact of Covid-19.

Key Performance Indicators

- 2.11 Recognising the impacts of Covid-19, IA key performance indicators (KPIs) have not been applied to audits completed by IA during the current plan year, however IA has noted an increase in the time required to agree and finalise IA reports.
- 2.12 It is also acknowledged that IA is currently taking longer to respond to increased volumes of requests to validate closure of management actions whilst progressing delivery of the 2020/21 annual plan.

3. Background

- 3.1 Overdue findings arising from IA reports are reported monthly to the Corporate Leadership Team (CLT) and quarterly to the GRBV Committee.
- 3.2 This report specifically excludes open and overdue findings that relate to the Edinburgh Integration Joint Board (EIJB) and the Lothian Pension Fund (LPF). These are reported separately to the EIJB Audit and Assurance Committee and the Pensions Audit Sub-Committee respectively.

- 3.3 Findings raised by IA in audit reports typically include more than one agreed management action to address the risks identified. IA methodology requires all agreed management actions to be closed in order to close the finding.
- 3.4 The IA definition of an overdue finding is any finding where all agreed management actions have not been evidenced as implemented by management and validated as closed by IA by the date agreed by management and IA and recorded in relevant IA reports.
- 3.5 The IA definition of an overdue management action is any agreed management action supporting an open IA finding that is either open or overdue, where the individual action has not been evidenced as implemented by management and validated as closed by IA by the agreed date.
- 3.6 Where management considers that actions are complete and sufficient evidence is available to support IA review and confirm closure, the action is marked as 'implemented' by management on the IA follow-up system. When IA has reviewed the evidence provided, the management action will either be 'closed' or will remain open and returned to the relevant owner with supporting rationale provided to explain what further evidence is required to enable closure.
- 3.7 A 'started' status recorded by management confirms that the agreed management action remains open and that implementation progress ongoing.
- 3.8 A 'pending' status recorded by management confirms that the agreed management action remains open with no implementation progress evident to date.
- 3.9 An operational dashboard has been designed to track progress against the key performance indicators included in the IA Journey Map and Key Performance Indicators document that was designed to monitor progress of both management and Internal Audit with delivery of the Internal Audit annual plan. The dashboard is provided monthly to the Corporate Leadership Team to highlight any significant delays that could potentially impact on delivery of the annual plan.

4. Main report

- 4.1 The 115 open IA findings across the Council have been split into the following two categories to enable separate monitoring and reporting of the historic findings that were reopened in June 2018:
 - 4.1.1 Current findings (114 in total) shows progress with findings raised, tracked, and reported on as part of the routine IA assurance cycle; and
 - 4.1.2 Historic overdue findings (1 in total) highlight progress with closure of the 26 historic findings that were reopened in June 2018.
- 4.2 A total of 68 open IA findings (67 current and 1 historic) are overdue.
- 4.3 The movement in open and overdue IA findings during the period 30 October 2020 to 10 February 2021 is as follows:

Analysis of changes between 30/10/20 and 10/02/2021					Analysis at 10/02/2021	
	Position 30/10/20	Added	Closed	Position 10/02/21	Current	Historic reopened
Open	126	3	(14)	115	114	1
Overdue	61	15	(8)	68	67	1

Current Overdue Findings

- 4.4 Of the 115 currently open findings, 68 (59%) comprising 19 High; 39 Medium; and 10 Low rated findings are now 'overdue'.
- 4.5 However, IA is currently reviewing evidence to support closure of 20 of these findings (6 High, 10 Medium and 4 Low), leaving a balance of 48 overdue findings (13 High; 29 Medium; and 6 Low) still to be addressed.

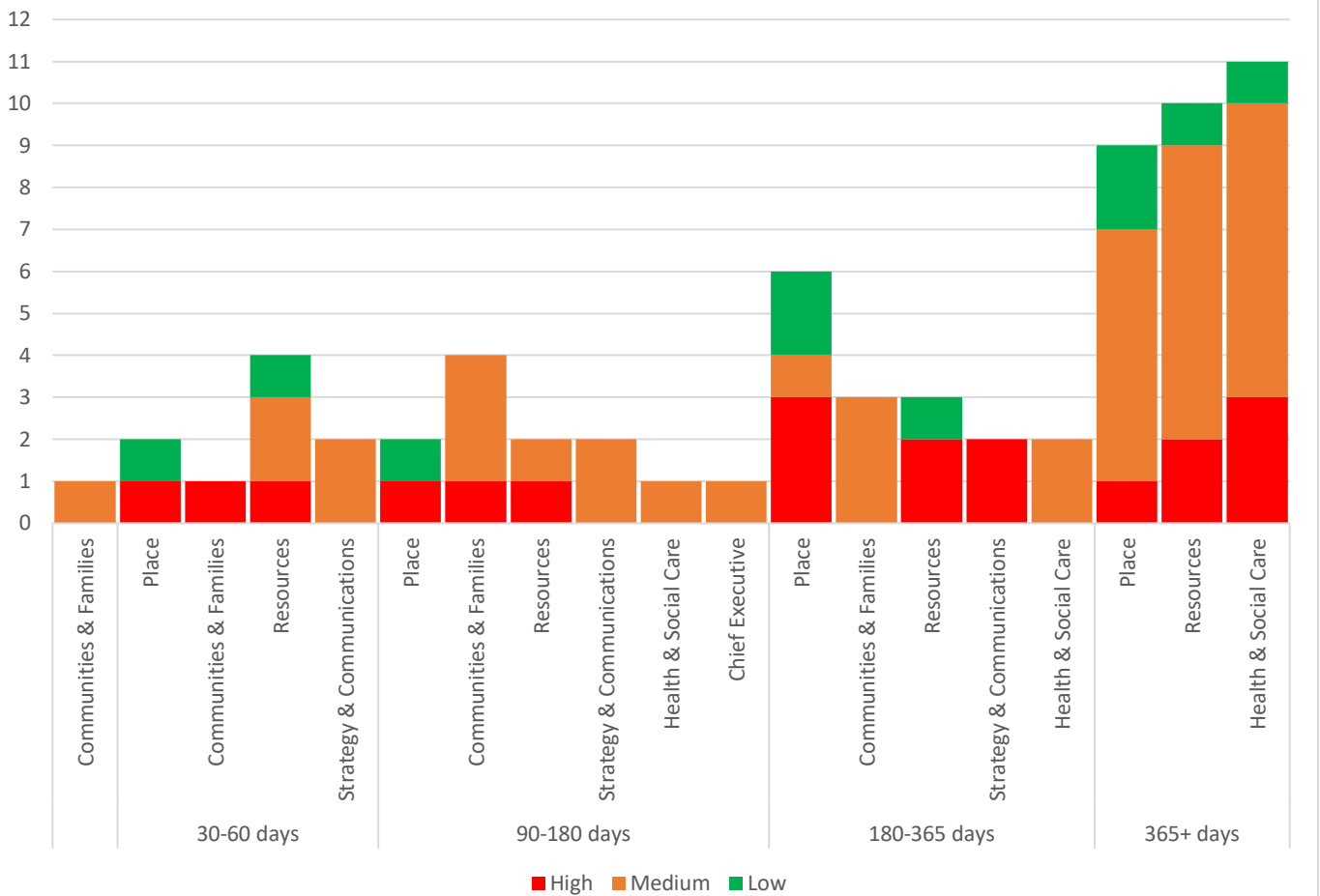
Historic Overdue Findings

- 4.6 IA is currently reviewing evidence recently provided to support closure of the one final remaining medium rated historic finding. This work will be completed by March 2021.

Overdue findings ageing analysis

- 4.7 Figure 1 illustrates the ageing profile of all 68 current and historic overdue findings by rating across directorates as at 10 February 2021.

Figure 1: Aged Overdue Findings by Ratings across Directorates



4.8 This analysis of the ageing of the 68 overdue findings outlined below highlights that Directorates continue to make good progress with resolving findings between six months and one-year overdue, as the proportion of those findings, has decreased. However, this is offset by an increase in the proportion of findings less than six months overdue across the quarter.

- 10 (14%) are less than 3 months (90 days) overdue, in comparison to 13% as at October 2020;
- 12 (18%) are between 3 and 6 months (90 and 180 days) overdue, in comparison to 15% as at October 2020;
- 16 (24%) are between 6 months and one year (180 and 365 days) overdue, in comparison to 28% as at October 2020; and,
- 30 (44%) are more than one year overdue, with no change in comparison to the position as at October 2020.

4.9 It should be noted that findings more than 180 days old include the one remaining medium rated historic finding to be closed (see 4.6 above) that is currently being reviewed by IA.

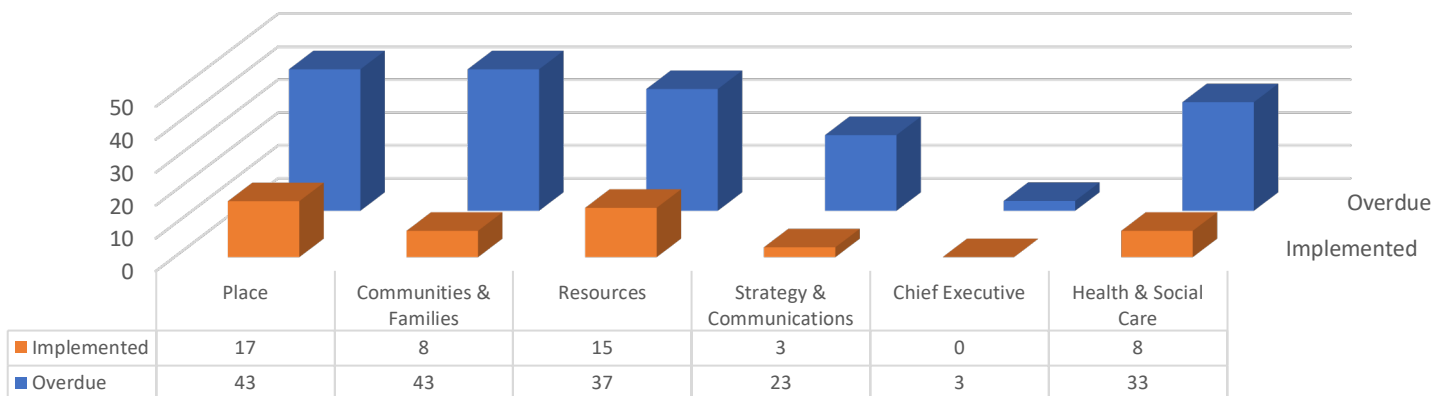
Findings Closed Based on Management's Risk Acceptance

- 4.10 One Low rated finding originally raised in the Waste and Cleansing Performance Management Framework audit completed in August 2019 has been closed by IA during the period where management has accepted a low of risk associated with the original IA finding.

Agreed Management Actions Analysis

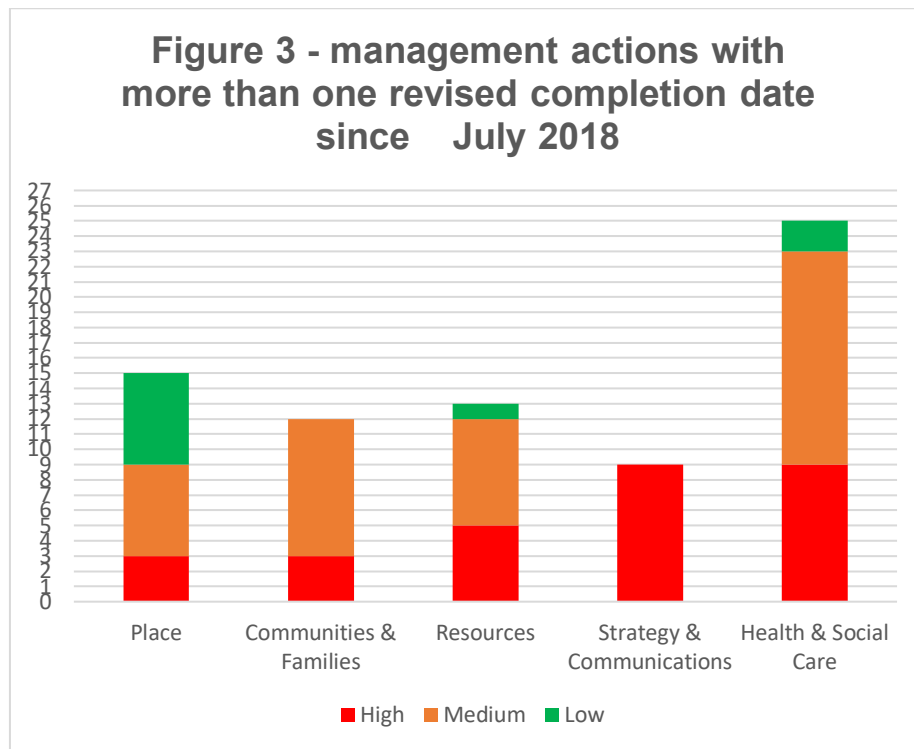
- 4.11 The 115 open IA findings are supported by a total of 315 agreed management actions. Of these, 182 (58%) are overdue as the completion timeframe agreed with management when the report was finalised has not been achieved. This reflects a 10% increase from the October 2019 position (48%).
- 4.12 Of the 182 overdue management actions, 51 have a status of 'implemented' and are currently with IA for review to confirm whether they can be closed, leaving a balance of 131 to be addressed.
- 4.13 Appendix 2 provides an analysis of the 182 overdue management actions highlighting:
- their current status as at 10 February 2021 with:
 - 51 implemented actions where management believe the action has been completed and it is now with IA for validation;
 - 102 started where the action is open, and implementation is ongoing; and
 - 29 pending where the action is open with no implementation progress evident to date.
 - 76 instances (42%) where the latest implementation date has been missed; and
 - 74 instances (41%) where the implementation date has been revised more than once.
- 4.14 Figure 2 illustrates the allocation of the 182 overdue management actions across Directorates, and the 51 that have been passed to IA for review to confirm whether they can be closed.

Figure 2: Overdue and Implemented Management Actions by Directorate



Revised Implementation Dates

- 4.15 Figure 3 illustrates that there are currently 74 open management actions (including those that are overdue) across directorates where completion dates have been revised between one and five times since July 2018. This number excludes the automatic extension applied by IA to reflect the impact of Covid-19.
- 4.16 This reflects a decrease of 4 in comparison to the position reported in October 2020 (78).
- 4.17 Of these 74 management actions, 29 are associated with High rated findings; 36 Medium; and 9 Low, with the majority of date revisions in Health and Social Care Partnership.



Key Performance Themes Identified from the IA Dashboard

- 4.18 The IA dashboard has not been applied in the current plan year as the Council continues to focus on its Covid-19 resilience response.

5. Next Steps

- 5.1 IA will continue to monitor the open and overdue findings position, providing monthly updates to the CLT and quarterly updates to the Governance, Risk and Best Value Committee.

6. Financial impact

- 6.1 There are no direct financial impacts arising from this report, although failure to close findings and address the associated risks in a timely manner may have some inherent financial impact.

7. Stakeholder/Community Impact

- 7.1 If agreed management actions supporting closure of Internal Audit findings are not implemented, the Council will be exposed to the service delivery risks set out in the relevant Internal Audit reports. Internal Audit findings are raised as a result of control gaps or deficiencies identified during reviews therefore overdue items inherently impact upon effective risk management, compliance and governance.
















8. Background reading/external references

- 8.1 [Internal Audit report - Historic Internal Audit Findings - May 2018 Committee - Item 7.3](#)
- 8.2 [Internal Audit: Overdue Findings and Key Performance Indicators at 30 October 2020 – Paper 8.3](#)

9. Appendices

- 9.1 Appendix 1 – Monthly Trend Analysis of IA Overdue Findings and Management Actions
- 9.2 Appendix 2 – Internal Audit Overdue Management Actions as at 10 February 2021

Appendix 1 – Monthly Trend Analysis of IA Overdue Findings and Management Action

	<u>30/10/2020</u>		<u>07/12/2020</u>		<u>11/01/2021</u>		<u>10/02/21</u>		<u>Trend</u>
IA Findings									
Open findings	126	100%	123	100%	119	100%	115	100%	Not applicable
Not yet due	65	52%	59	48%	45	38%	47	41%	Not applicable
Overdue findings	61	48%	64	52%	74	62%	68	59%	
Findings Closed (open and Overdue)	6	N/A	3	N/A	4	N/A	7	N/A	
Overdue - IA Validating	10	16%	12	19%	17	23%	20	30%	
High Overdue	18	30%	19	30%	23	31%	19	28%	
Medium Overdue	33	54%	36	56%	41	55%	39	57%	
Low Overdue	10	16%	9	14%	10	14%	10	15%	
<90 days overdue	8	13%	11	17%	16	22%	10	15%	
90-180 days overdue	9	15%	7	11%	9	12%	12	18%	
180-365 days overdue	17	28%	21	33%	20	27%	16	23%	
>365 days overdue	27	44%	25	39%	29	39%	30	44%	
Management Actions									
Open actions	376	100%	364	100%	340	100%	315	100%	Not applicable
Not yet due	197	52%	175	48%	138	41%	133	42%	Not applicable
Overdue actions	179	48%	189	52%	202	59%	182	58%	
Actions Closed (Open and Overdue)	10	N/A	12	N/A	27	N/A	33	N/A	
Overdue - IA Validating	20	11%	39	21%	52	26%	51	28%	
Latest date missed	44	25%	60	32%	73	36%	76	42%	
Date revised more than once	76	42%	86	46%	82	41%	74	41%	

Trend Analysis - key

	Adverse trend - action required
	Stable with limited change
	Positive trend with progress evident

No trend analysis is performed on open findings and findings that are not yet due as these numbers will naturally increase when new IA reports are finalised

Appendix 2 - Internal Audit Overdue Management Actions as at 10 February 2021

Glossary of terms

1. Project – This is the name of the audit report.
2. Owner – The Executive Director responsible for implementation of the action.
3. Issue Type – This is the priority of the audit finding, categorised as Critical; High; Medium; or Low
4. Issue – This is the name of the finding.
5. 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), and
 - **Implemented** (the service area believes the action has been implemented and this is with Internal Audit for validation).
6. Agreed Management action – This is the action agreed between Internal Audit and Management to address the finding.
7. Estimated date – the original agreed implementation date.
8. Revised date – the current revised date. **Red** formatting in the dates field indicates the last revised date is overdue.
9. Number of revisions – the number of times the date has been revised since July 2018. **Amber** formatting in the dates field indicates the date has been revised more than once.
10. Contributor – Officers involved in implementation of an agreed management action.

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Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
1	Policy Management Framework CE1902 Policy Management Framework Issue 1: Completeness and accuracy of Council policies and the online policy register Gavin King, Democracy, Governance and Resilience Senior Manager	High	CE1902 - 1.2c Policy Register review: Ongoing review of policy register – Strategy and Communications Implemented	A working group led by Strategy and Communications with representation from Internal Audit and each Directorate will be established to identify and implement a process to support timely review and upload of approved policies, and Integrated Impact Assessments (IIA) for inclusion within the online register. Following this, further actions to meet the recommendations will be communicated to all Directorates and Divisions.	Estimated Date: 30/11/2020 Revised Date: 31/12/2020 No of Revisions 1	Chris Peggie Donna Rodger Laura Callender Ross Murray

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
2	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.1(a) - Review of Schools Admissions Policy</p> <p>Implemented</p>	<p>Following review, the policy will be presented to the Education, Children and Families committee for review and approval. The Executive Director of Communities & Families will be the policy owner, with the Senior Education Officer responsible for operational review and oversight.</p>	<p>Estimated Date: 30/04/2020</p> <p>Revised Date: 31/12/2020</p> <p>No of Revisions 1</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>
Page 526	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.2 - Review & Update of School Websites</p> <p>Implemented</p>	<p>A communication will be issued to all schools to request a review of their school website to ensure: current academic year handbooks are published; links to relevant content on the Council website remain current; only standard approved Council forms are published; and all privacy notices published on School websites are directly linked to the Council's statement.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
4	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 2: Operational Processes - Admissions & Appeals</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	High	<p>CF1901 Issue 2.1(b): Committee on Pupil Student Support Remit, Review & Recording of Outcomes</p> <p>Implemented</p>	<p>Decisions and outcomes of the annual meeting of the Committee on Pupil Student Support will be documented, and a process implemented to ensure that the outcomes are addressed by the Council. Consideration will be given to reviewing and updating the remit of the Committee. Committee members will be provided with training and support to enable them to fulfil their role in line with the agreed remit.</p>	<p>Estimated Date: 30/06/2020 Revised Date: 30/11/2020 No of Revisions 1</p>	<p>Andy Gray Arran Finlay Donna Rodger Hayley Barnett Lesley Birrell Nickey Boyle Ruth Currie</p>
<p>Page 527</p> <p>5</p>	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 5: Provision of Training & Support</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901 Issue 5: Induction and annual refresher training programme</p> <p>Implemented</p>	<p>Following conclusion of the working group, Communities and Families will develop a programme of training which includes input across all services areas involved will be designed and delivered to schools' senior leadership teams to ensure that they are aware of and understand: Revised policy and procedures where relevant Applicable legislative and regulatory requirements and Council policies The end to end capacity planning, admissions and appeals process, including management of waiting lists Roles, responsibilities and accountabilities of all teams involved in the process Data access, security, and retention requirements Conflicts of interest requirements Parent and carer engagement guidance Details of ongoing support and information available to manage capacity planning in relation to late placing requests and</p>	<p>Estimated Date: 31/10/2020 Revised Date: 01/03/2021 No of Revisions 0</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
				upheld appeals, including timetabling and accommodation adjustments		
6	<p>Records Management - LAAC</p> <p>CW1705 Issue 1: Project file review process</p> <p>Bernadette Oxley, Head of Children's Services</p>	Medium	<p>CW1705 Issue 1.1: Review and Refresh of the project file review process.</p> <p>Implemented</p>	<p>Agreed actions will be implemented as recommended by Internal Audit. The project team will work to an end of January date for implementation of the quality assurance within the project team with an end of February date for Internal Audit to review the process applied.</p>	<p>Estimated Date: 28/02/2020</p> <p>Revised Date: 31/12/2020</p> <p>No of Revisions 3</p>	<p>Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed Gillie Severin John Arthur Louise McRae Nickey Boyle Nicola Harvey Ruth Currie Stephen Moir</p>
Page 528	<p>Records Management - LAAC</p> <p>CW1705 Issue 1: Project file review process</p> <p>Bernadette Oxley, Head of Children's Services</p>	Medium	<p>CW1705 Issue 1.2: Process communication and training</p> <p>Implemented</p>	<p>Agreed actions will be implemented as recommended by Internal Audit. The project team will work to an end of January date for implementation of quality assurance within the project team with an end of February date for Internal Audit to review the process applied.</p>	<p>Estimated Date: 28/02/2020</p> <p>Revised Date: 31/12/2020</p> <p>No of Revisions 2</p>	<p>Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed Gillie Severin John Arthur Louise McRae Nickey Boyle Nicola Harvey Stephen Moir</p>
8	<p>Historic Unimplemented Findings</p> <p>MIS1601 - issue 1 Budgetary Impact</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>Recommendation 1 - Budgetary Impact</p> <p>Implemented</p>	<p>The R&M budget for 2016/17 will be closely monitored as services are now procured direct from suppliers and an imbedded due diligence process has been developed. This will inform the budget setting process, but it should, however, be noted that this has historically been based on availability and not need.</p>	<p>Estimated Date: 31/03/2017</p> <p>Revised Date: 29/06/2018</p> <p>No of Revisions 0</p>	<p>Audrey Dutton Gohar Khan Layla Smith Michelle Vanhegan Murdo MacLeod Peter Watton</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
9	Emergency Prioritisation & Complaints CW1806 Issue 1: ATEC 24 Operational Framework Judith Proctor, Chief Officer	Medium	CW1806 Issue 1.1(2): ATEC 24 Review of Operational Processes - Call Prioritisation Implemented	2. Call prioritisation procedures will be designed and implemented, including recording the rationale for call prioritisation and delivery of training to staff. A review schedule for these procedures will be implemented with the last review date and date of next scheduled review clearly identifiable i.e. every 3 years.	Estimated Date: 29/11/2019 Revised Date: 01/02/2021 No of Revisions 2	Angela Ritchie Craig ODonnell Tom Cowan
10	Emergency Prioritisation & Complaints CW1806 Issue 1: ATEC 24 Operational Framework Judith Proctor, Chief Officer	Medium	CW1806 Issue 1.4(1): ATEC 24 Quality Assurance Framework - Methodology Implemented	1. A documented quality assurance process aligned to Technology Enabled Care Services Association (TSA) guidelines will be developed and communicated for call handling and response visits. The process will include quality assurance roles and responsibilities, frequency and scope of quality assurance checks, sampling methodologies to be applied.	Estimated Date: 30/04/2020 Revised Date: 01/02/2021 No of Revisions 2	Angela Ritchie Craig ODonnell Tom Cowan
11	Emergency Prioritisation & Complaints CW1806 Issue 1: ATEC 24 Operational Framework Judith Proctor, Chief Officer	Medium	CW1806 Issue 1.4(2): ATEC 24 Quality Assurance Framework - Application Implemented	2. Quality assurance outcomes will be linked to supervision and training and performance objectives, with regular one to ones scheduled to ensure action is taken to address any competence issues or gaps identified.	Estimated Date: 30/04/2020 Revised Date: 01/02/2021 No of Revisions 2	Angela Ritchie Craig ODonnell Tony Duncan

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
12	Emergency Prioritisation & Complaints CW1806 Issue 2: ATEC 24 Customer Engagement Judith Proctor, Chief Officer	Low	CW1806 Issue 2.1(1): ATEC 24 Customer Feedback - Implementation of Process Implemented	1. Feedback processes to obtain input from service users will be implemented. These should be incorporated into a continuous improvement programme for service delivery, with improvement actions appropriately allocated and monitored.	Estimated Date: 31/01/2020 Revised Date: 01/02/2021 No of Revisions 2	Angela Ritchie Craig O'Donnell Tom Cowan
13	Emergency Prioritisation & Complaints CW1806 Issue 2: ATEC 24 Customer Engagement Judith Proctor, Chief Officer	Low	CW1806 Issue 2.1(2): ATEC 24 Customer Feedback - Tracking and Communication Implemented	2. Benefits and service improvements made as a result of customer feedback will be tracked and communicated both externally to customers, and internally to the service.	Estimated Date: 31/01/2020 Revised Date: 01/02/2021 No of Revisions 2	Angela Ritchie Craig O'Donnell Tom Cowan
14	ICT System Access Rights CW1809 Financial Systems Access Controls - Development of Overarching Action plan Stephen Moir, Executive Director of Resources	High	CW1809 - Development of Overarching Action plan Implemented	Digital Services has confirmed that they will own the findings raised from this review and will work (in conjunction with other divisions such as information governance; finance; and human resources) to create an appropriate action plan to address the risks identified. The action plan will initially focus only on the Council's key financial systems and will consider all of the recommendations made by Internal Audit in this report. It is also acknowledged that the risks that have been highlighted are not exclusively limited to financial systems and could also extend to the Health and Social Care Partnership (the Partnership). Consequently, the action plan will include guidance to be applied by all system administrators across the	Estimated Date: 28/02/2020 Revised Date: 01/07/2020 No of Revisions 0	Alison Roarty Heather Robb Layla Smith Michelle Vanhegan Nicola Harvey

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 531				<p>Council. This will be communicated and shared with the expectation that it will be applied across all systems and divisions, including those that deliver services on behalf of and provide support to the Partnership. Following distribution of the guidance, discussions will be held with Internal Audit to determine whether the remaining systems used across the Council should be subject to a separate audit to confirm whether the user administration guidance is being consistently applied. Once the plan has been prepared and resources to support implementation identified and agreed with relevant divisions, timeframes for implementation of individual system plan actions will be discussed and agreed with Internal Audit. The plan will be prepared by March 2020.</p>		

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
15 Page 532	<p>Digital Services Change Initiation</p> <p>CW1901 Change Initiation: Issue 1 - Inconsistencies in the change management processes</p> <p>Stephen Moir, Executive Director of Resources</p>	<p>Medium</p>	<p>CW1901: Recommendation 1.2.1 - Review of service levels for CGI review and response to change requests</p> <p>Implemented</p>	<p>Service levels for CGI review of and responses to change requests will be reviewed and consideration given to implementing the following changes where this is possible within the terms of the current contract: creating bespoke service levels for individual complex change requests with any additional costs associated with bespoke service levels incorporated into the cost of the change request. Where bespoke service levels are agreed, a process will be established to ensure that these are communicated to both Digital Services and the change requestor. CGI and the Council will also consider and implement (if appropriate) an initial review of change requests to confirm that they are of an acceptable level of quality and include sufficient information to support an initial assessment of the requirement for a Data Privacy Impact Assessment prior to acceptance. Progress against delivery of both standard and bespoke service levels for CGI review of and response to change requests will continue to be monitored by both the Council and CGI via established governance processes.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Alison Roarty Derek Masson Heather Robb Jackie Galloway Layla Smith Michelle Vanhegan Nicola Harvey</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
16	<p>Digital Services Change Initiation</p> <p>CW1901 Change Initiation: Issue 1 - Inconsistencies in the change management processes</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>CW1901: Recommendation 1.2.2 - Defined point for assessment for DPIAs for simple changes</p> <p>Implemented</p>	<p>A clearly defined point for assessment of the requirement for Data Privacy Impact Assessments (DPIAs) for simple changes will be agreed; incorporated within the change request process (Remedy submission forms); and consistently applied.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Alison Roarty Derek Masson Heather Robb Jackie Galloway Layla Smith Michelle Vanhegan Nicola Harvey</p>
Page 7 533	<p>Brexit impacts - supply chain management</p> <p>CW1905 Issue 1: Divisional and Directorate Brexit supply chain management risks</p> <p>Judith Proctor, Chief Officer</p>	Medium	<p>CW1905 Rec. 1.1d: Health and Social Care Partnership - Divisional and directorate supply chain management</p> <p>Implemented</p>	<p>As discussed and agreed at the Corporate Leadership Team (CLT) on 29th July 2020, these findings will be implemented as recommended by Internal Audit and in line with an earlier CLT decision (8 July 2020) that the most significant corporate concurrent risks (including Brexit supply chain risks) that could potentially impact the Council will be identified by October 2020. It is acknowledged that divisional and directorate supply chain risks will need to be identified to support this process.</p>	<p>Estimated Date:30/10/2020</p> <p>Revised Date: No of Revisions0</p>	<p>Angela Ritchie Moir Pringle Tom Cowan Tony Duncan</p>
18	<p>Validation Review 2019/20</p> <p>CW1909 Issue 2: Communities and Families – Complaints received by Helpline</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CW1909 Recommendation 2.1.1 - Roles and Responsibilities for managing complaints helpline</p> <p>Implemented</p>	<p>Access to the complaints database will be arranged for all team members involved in the complaint handling process with supporting files saved in secured shared drives. Contingency access arrangements will also be developed and implemented.</p>	<p>Estimated Date: 31/01/2021</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Claire Thompson Michelle McMillan Nickey Boyle</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
19	<p>Validation Review 2019/20</p> <p>CW1909 Issue 2: Communities and Families – Complaints received by Helpline</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CW1909 Recommendation 2.1.2 - Transferring temporary complaints records and updating performance statistics</p> <p>Implemented</p>	<p>The complaints cases that were recorded on the temporary spreadsheet will be transferred to the complaints database and the performance statistics retrospectively updated. Management will also be advised of any significant changes in performance statistic resulting from the retrospective update.</p>	<p>Estimated Date: 31/01/2021</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Claire Thompson Michelle McMillan Nickey Boyle</p>
Page 534	<p>Life Safety</p> <p>CW1910 - Life safety: Issue 4 Housing Property Services – fire and water safety processes</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Low	<p>CW1910 Rec. 4.1.2 Housing Property Services – fire safety inspections in low rise properties</p> <p>Implemented</p>	<p>Housing Property Services will investigate the feasibility of implementing a technology solution to enable recording of the outcomes of fire inspections in low rise buildings where the Council has responsibility with Digital Services. If a solution is feasible, a change request for implementation of the new system will be prepared and submitted to CGI, the Council's technology partner.</p>	<p>Estimated Date: 18/12/2020</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Alison Coburn Alistair Latona Michael Thain Patricia Blore Willie Gilhooly</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 535</p>	<p>Drivers - findings only report</p> <p>1: Completion of Driver Licence checks</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	<p>High</p>	<p>1.2 - Agreed Management Action – Establish an accurate population of Council drivers</p> <p style="background-color: green; color: black; padding: 2px;">Implemented</p>	<p>1. An e mail will be prepared and issued by the Executive Director of Place. This will include an explanation of the requirement for Council vocational and grey fleet drivers to complete and return the DVLA driver licence check permissions forms to Fleet Services and include a date for completion. The e mail will also reinforce the escalation process to be applied where that driving permission forms are not received and will confirm that driver permits will be revoked where completed forms are not returned on time. 2. Fleet services will engage with the Business Hub team within Strategy and Communications and to determine what support can be provided to enable effective resolution of the current position and the nature of ongoing support required. 3. This action is already in progress as a number of leavers have now been removed from the Fleet Services Tranman driver database. Once all permission forms have been received, a full reconciliation will be performed. Subsequent reconciliations will then be performed monthly and will be moved to quarterly if no significant issues are experienced. 4. Reports are currently received monthly from the Business Hub (Strategy and Communications) and Per Temps for agency workers, but these include all leavers and do not specifically highlight those who are drivers. As part of our engagement with the Strategy and Communications</p>	<p>Estimated Date: 01/11/2020</p> <p>Revised Date: 01/03/2021</p> <p>No of Revisions 0</p>	<p>Alison Coburn David Givan Gareth Barwell George Gaunt Graeme Hume Nicole Fraser Scott Millar</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 536				<p>Business Hub, we will determine whether leaver reports can be provided that include details of vocational and grey fleet drivers. If this is not possible, we will engage with Continuous Improvement to determine whether it is possible to design and implement an electronic process that compares the employee data in the leavers reports with the data retained in the Fleet Services Tranman driver database to identify those leavers who are drivers. If this is not possible, a manual comparison will continue to be performed and leavers who are drivers will be removed from the Tranman database and advised to Davis</p> <p>5 and 6 - Once the data cleanse and reconciliation has been performed, the Council will have an accurate record of all known vocational, grey fleet, and agency drivers that details where checks have been performed and permits issued. The ongoing reconciliation to be performed at 2 above will ensure that this remains complete and accurate 7. E Davis will perform the licence checks as soon as permission forms are received by them. Davis also provides management information in relation to permissions that are due to expire. MI re permissions that are due to expire.</p>		

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
22	<p>Drivers - findings only report</p> <p>1: Completion of Driver Licence checks</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>1.3 - Driver permit revocation</p> <p>Implemented</p>	<p>1. A standard reminder e mail will be prepared by the Head of Place Development and issued to employees and their line managers where permission forms have not been received 10 days prior to their expiry. 2. The e mail will highlight that driver permits will be revoked if they are not received by the required date, and employees and line managers will be made aware that they are no longer eligible to drive for the Council and 9for vocational and agency drivers) that they are no longer covered by Council insurance. 3. and 4 Permits will be revoked where permission forms are not received on time and e mail confirmation provided to employees and line managers reminding them that they can no longer drive on behalf of the Council.</p>	<p>Estimated Date: 04/05/2020</p> <p>Revised Date: 29/01/2021</p> <p>No of Revisions 1</p>	<p>Alison Coburn David Givan Gareth Barwell George Gaunt Graeme Hume Nicole Fraser Scott Millar</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
23	<p>Unsupported Technology (Shadow IT) and End User Computing</p> <p>CW1914 Issue 1: Digital strategy and governance</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>CW1914 Rec 1.3 - Architectural roadmap</p> <p>Implemented</p>	<p>The digital strategy will be supported by a digital roadmap. The roadmap will be designed to understand both existing and future technology system requirements across Council directorates and divisions, including existing shadow IT systems and the potential future use of shadow IT to support ongoing service delivery. This road map will be prepared in consultation with divisions and directorates. A process will be established to ensure that all new technology procurement requests are considered by the enterprise architecture governance forum together with the register of shadow IT to inform final procurement / system development decisions. This will include a RACI document that clearly defines who should be responsible; accountable; consulted; and informed for all relevant aspects of enterprise architecture governance between the Council and its technology partners CGI.</p>	<p>Estimated Date: 17/12/2020</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Alison Roarty Heather Robb Layla Smith Michelle Vanhegan Mike Bell Nicola Harvey</p>
24	<p>Edinburgh Alcohol and Drug Partnership (EADP) – Contract Management</p> <p>Risk and Supplier Performance Management</p> <p>Judith Proctor, Chief Officer</p>	High	<p>Rec 1 - Risk Management</p> <p>Implemented</p>	<p>A contracts management risk register will be developed describing, prioritising, and addressing risks to delivery. The risk register will be shared with and approved by the Core group by January 2018. The risk register will be refreshed quarterly and reviewed by the Core Group.</p>	<p>Estimated Date:30/03/2018</p> <p>Revised Date:01/03/2021</p> <p>No of Revisions 4</p>	<p>Angela Ritchie David Williams Tony Duncan</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
25	Edinburgh Alcohol and Drug Partnership (EADP) – Contract Management Key Person Dependency and Process Documentation Judith Proctor, Chief Officer	Medium	Rec 5 - Records Management Policy Implemented	Records retention policy: Direction will be requested from the Information Governance team in relation to Records Management Policy requirements and how they should be applied to retention, archiving and destruction of contract management information. Any lessons learned will be shared with the Health and Social Care contracts management team.	Estimated Date: 30/03/2018 Revised Date: 01/02/2021 No of Revisions 5	Angela Ritchie David Williams Tony Duncan
26	Non-Housing Invoices Schedule of Rates Stephen Moir, Executive Director of Resources	Medium	New non-housing contractor framework Implemented	The non-Housing contractor framework will be re-tendered during 2017. The inclusion of detailed best-value and due-diligence options will be considered as part of the process. This may include schedule of rates, gain share, penalties etc or a combination.	Estimated Date: 31/08/2017 Revised Date: 31/03/2019 No of Revisions 2	Audrey Dutton Gohar Khan Layla Smith Mark Stenhouse Michelle Vanhegan Murdo MacLeod Peter Watton
Page 539	Non-Housing Invoices Availability of documentation Stephen Moir, Executive Director of Resources	Medium	CAFM Implemented	It is anticipated that CAFM will be in operational use (services being implemented on a rolling programme thereafter) in early 2017 with a non-Housing R&M implementation process in place for FY 2017/18	Estimated Date: 01/04/2017 Revised Date: 31/08/2018 No of Revisions 1	Audrey Dutton Gohar Khan Layla Smith Michelle Vanhegan Murdo MacLeod Peter Watton
28	Local Development Plan Financial Modelling Paul Lawrence, Executive Director of Place and SRO	High	Funding Implemented	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 F&R Committees Prepare update to Financial Model in line with next LDP project plan.	Estimated Date: 31/03/2018 Revised Date: 01/10/2020 No of Revisions 2	Alison Coburn Claire Duchart David Leslie David Givan George Gaunt Kate Hopper Michael Thain Sandra Harrison

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
29	<p>Planning and S75 Developer Contributions</p> <p>Ongoing management of developer contributions</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>PL1802 Iss 3 Rec 3.2</p> <p>Ongoing maintenance of developer contributions</p> <p>Implemented</p>	All recommended actions will be implemented as set out above (in IA recommendations).	<p>Estimated Date: 30/09/2020</p> <p>Revised Date: 01/02/2021</p> <p>No of Revisions 0</p>	<p>Alison Henry</p> <p>Annette Smith</p> <p>Hugh Dunn</p> <p>Layla Smith</p> <p>Michelle Vanhegan</p> <p>Rebecca Andrew</p>
30	<p>HMO Licensing</p> <p>PL1803 Issue 1 Licensing system - Data Integrity and Performance Issues</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>PL1803 Issue 1.2</p> <p>Escalation of system issues</p> <p>Implemented</p>	The Place Directorate has previously reported on operational performance issues to the Regulatory Committee in 2018. The Place Directorate will include a full assessment of system issues with APP within a wider performance report due to be submitted to Regulatory Committee in the last quarter of 2019/20. This report will include an update on proposed project plan for APP Cx	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 31/03/2021</p> <p>No of Revisions 1</p>	<p>Alison Coburn</p> <p>Andrew Mitchell</p> <p>David Givan</p> <p>George Gaunt</p> <p>Grace McCabe</p> <p>Isla Burton</p> <p>Michael Thain</p> <p>Sandra Harrison</p>
31	<p>HMO Licensing</p> <p>PL1803 Issue 3 - Operational Performance and Reporting</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>PL1803 Issue 3.6</p> <p>HMO Key Performance Indicators and Performance Reporting</p> <p>Implemented</p>	The Regulatory Committee were previously advised that HMO performance data would be excluded whilst the Licencing introduced the significant change of moving towards a three-year licensing system. Performance reports therefore only included Civic and Taxi data in the period 2015-2018. Licencing will be reporting to Regulatory Committee on the first cycle of three-year licencing for HMO's prior to the setting of Licensing Fees for 2020/21 in early 2020. The Directorate will include within that report relevant performance data and make recommendations for	<p>Estimated Date: 31/01/2020</p> <p>Revised Date: 01/06/2020</p> <p>No of Revisions 0</p>	<p>Alison Coburn</p> <p>Andrew Mitchell</p> <p>David Givan</p> <p>George Gaunt</p> <p>Grace McCabe</p> <p>Isla Burton</p> <p>Michael Thain</p> <p>Sandra Harrison</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
				approval for performance targets ongoing performance targets.		
32	<p>Waste & Cleansing Services - Performance Management Framework</p> <p>PL1807 Issue 1: Waste and Cleansing Performance Management Framework</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Low	<p>PL1807 1.3 Waste and Cleansing Policy</p> <p>Implemented</p>	The Policy Handbook will not be updated to reflect items suitable for inclusion in residual waste bins as it is not updated frequently enough to ensure that this information would be up to date and accurate. A clearer link to the Scottish Government's Code of Practice on Litter and Refuse guidance will be included in all customer communications and on the website.	<p>Estimated Date: 27/12/2019</p> <p>Revised Date: 01/11/2020</p> <p>No of Revisions 1</p>	<p>Alison Coburn</p> <p>Andy Williams</p> <p>David Givan</p> <p>Gareth Barwell</p> <p>George Gaunt</p>
Page 33 541	<p>Road Services Improvement Plan</p> <p>PL1808 Issue 4. Roads - Management of public liability claims</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Low	<p>PL1808 - 4.1 Management of public liability claims</p> <p>Implemented</p>	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.	<p>Estimated Date: 28/05/2020</p> <p>Revised Date: 31/12/2020</p> <p>No of Revisions 1</p>	<p>Alison Coburn</p> <p>Cliff Hutt</p> <p>David Givan</p> <p>Gareth Barwell</p> <p>Gavin Brown</p> <p>George Gaunt</p> <p>Jamie Watson</p> <p>Jordan Walker</p> <p>Nicole Fraser</p> <p>Sean Gilchrist</p>
34	<p>Road Services Improvement Plan</p> <p>PL1808 Issue 4. Roads - Management of public liability claims</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Low	<p>PL1808 - 4.2 Management of public liability claims</p> <p>Implemented</p>	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.	<p>Estimated Date: 30/04/2020</p> <p>Revised Date: 31/12/2020</p> <p>No of Revisions 1</p>	<p>Alison Coburn</p> <p>Cliff Hutt</p> <p>David Givan</p> <p>Gareth Barwell</p> <p>Gavin Brown</p> <p>George Gaunt</p> <p>Jamie Watson</p> <p>Nicole Fraser</p> <p>Sean Gilchrist</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
<p style="text-align: center;">35</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 542</p>	<p>Street Lighting and Traffic Signals</p> <p>Street Lighting - Inventory and Maintenance</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	<p>Medium</p>	<p>PL1810 Issue 2: Rec 1 - Street lighting inventory completeness and electrical testing results</p> <p style="background-color: #00FF00; display: inline-block; padding: 2px;">Implemented</p>	<p>Clear processes will be designed and implemented to ensure that: all street lighting additions and removals are accurately recorded on Confirm; electrical testing outcomes are completely and accurately recorded on Confirm; and progress with testing is accurately monitored and reconciled. These processes will be included in the Street Lighting Operational Guide (developed under Finding No 3 below). With this action being inextricably linked with the ongoing Energy Efficient Street Lighting Programme, implementation will be phased (on a Ward by Ward basis) within six months of completion of each Ward within the Programme, with full completion by 30 June 2022. It has been agreed with Internal Audit that an implementation date of 20 December 2019 has been agreed with Internal Audit, enabling them to perform sample testing across the wards that have been completed at that time.</p>	<p>Estimated Date:20/12/2019</p> <p>Revised Date:01/02/2021</p> <p>No of Revisions</p> <p style="background-color: #FFD700; display: inline-block; padding: 2px;">3</p>	<p>Alan Simpson Alison Coburn Claire Duchart Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Lindsey McPhillips Nicole Fraser Robert Mansell Tony Booth</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
36	<p>Street Lighting and Traffic Signals</p> <p>Street Lighting - Inventory and Maintenance</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>PL1810 Issue 2: Rec 2 - Street Lighting Inventory Checks</p> <p>Implemented</p>	<p>The processes (designed and implemented above) will include a monitoring arrangement, with quarterly checks made to confirm the completeness and accuracy of the inventory in Confirm. With this action being inextricably linked with the ongoing Energy Efficient Street Lighting Programme, implementation will be phased (on a Ward by Ward basis) within six months of completion of each Ward within the Programme, with full completion by 30 June 2022. It has been agreed with Internal Audit that an implementation date of 20 December 2019 has been agreed with Internal Audit, enabling them to perform sample testing across the wards that have been completed at that time.</p>	<p>Estimated Date: 20/12/2019</p> <p>Revised Date: 01/02/2021</p> <p>No of Revisions 3</p>	<p>Alan Simpson Alison Coburn Claire Duchart Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Lindsey McPhillips Nicole Fraser Robert Mansell Tony Booth</p>
37	<p>Property Maintenance</p> <p>Monitoring of outstanding jobs</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>Monitoring of outstanding jobs</p> <p>Implemented</p>	<p>The AS400 system does not allow recoding or reporting on completion until invoice stage. Contractors are already confirming when jobs complete to agreed SLAs (M&E in particular). This includes outstanding jobs. New contracts being procured will require all contracts to report on performance, but this is not anticipated to be complete until end 2017 by which time CAFM will also be in place. CAFM will support monitoring of outstanding works orders. In the meantime, as noted in Finding 2, an interim monitoring/tracking process has been developed for condition survey high risk/urgent items</p>	<p>Estimated Date: 31/12/2017</p> <p>Revised Date: 31/05/2019</p> <p>No of Revisions 3</p>	<p>Audrey Dutton Gohar Khan Layla Smith Mark Stenhouse Michelle Vanhegan Murdo MacLeod Peter Watton</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
38	<p>Drivers</p> <p>Management and use of Driver Permits and fuel FOB cards</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>Management and use of Driver Permits and Fuel FOB cards Rec 4</p> <p>Implemented</p>	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;	<p>Estimated Date: 01/02/2019</p> <p>Revised Date: 01/03/2021</p> <p>No of Revisions 3</p>	<p>Alison Coburn Claire Duchart David Givan Gareth Barwell George Gaunt Katy Miller Martin Young Nicole Fraser Scott Millar Steven Wright</p>
Page 544	<p>Drivers</p> <p>Recording and addressing driving incidents</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>Recording and addressing driving incidents Rec 3</p> <p>Implemented</p>	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;	<p>Estimated Date: 01/02/2019</p> <p>Revised Date: 01/12/2020</p> <p>No of Revisions 2</p>	<p>Adam Fergie Alison Coburn Claire Duchart David Givan Gareth Barwell George Gaunt Katy Miller Martin Young Nicole Fraser Scott Millar Steven Wright</p>
40	<p>Cyber Security - Public Sector Action Plan</p> <p>RES1808: Issue 1: Critical Operational Cyber Security Controls</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES1808: Issue 1: Recommendation 4.1 - User access controls</p> <p>Implemented</p>	CGI indicated that the full recommendations made by the external auditor could not be implemented without significant change to the contract and at a notable additional cost. CGI provided the Council and the External Auditors with details of the current oversight of the CGI Wintel and UNIX password policies. Current ongoing evidence of this oversight via the Security Working Group will be provided to external audit, a statement confirming the risk acceptance by the Executive Director of Resources will be prepared,	<p>Estimated Date: 31/05/2019</p> <p>Revised Date: 01/10/2019</p> <p>No of Revisions 0</p>	<p>Alison Roarty Heather Robb Layla Smith Michelle Vanhegan Mike Brown Nicola Harvey</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
				approved, signed, and provided to Scott Moncrieff.		
41	<p>Supplier Management Framework and CIS Payments</p> <p>RES1809 Issue 1: Contract Management by Directorates and Service Areas</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>RES1809 Issue 1.1(4): Completeness and accuracy of the contract register - Place</p> <p>Implemented</p>	Place A recent review of the contracts register was carried out. However, an annual review of the contracts register will be undertaken to ensure that the Council's contracts register is completely and accurately populated for all Place contracts, with contract tiering assessments and accurate contract manager details included.	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 31/12/2020</p> <p>No of Revisions 1</p>	<p>Alison Coburn</p> <p>David Givan</p> <p>Gareth Barwell</p> <p>George Gaunt</p> <p>Lynne Halfpenny</p> <p>Michael Thain</p>
Page 545	<p>Supplier Management Framework and CIS Payments</p> <p>RES1809 Issue 1: Contract Management by Directorates and Service Areas</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	High	<p>RES1809 Issue 1.4(3): Review of contract waivers - C&F</p> <p>Implemented</p>	Communities and Families Recommendations accepted. We have reduced the need for waivers through the development of framework arrangements and contracts that are in place. However, we will review the waivers currently in place and report this to Communities and Families Directorate Senior Management Team meeting with the Corporate and Procurement Services commercial partner.	<p>Estimated Date: 27/03/2020</p> <p>Revised Date: 01/11/2020</p> <p>No of Revisions 1</p>	<p>Anna Gray</p> <p>Claire Thompson</p> <p>David Hoy</p> <p>Michelle McMillan</p> <p>Nichola Dadds</p> <p>Nickey Boyle</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
43	<p>New Facilities Management Service Level Agreement</p> <p>RES1814 - Facilities Management SLA: Janitorial Services Governance Framework</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>RES1814 - Facilities Management SLA: Issue 1.1 Key Performance Indicators</p> <p>Implemented</p>	<p>A suite of KPI's is currently being developed in conjunction with the Communities & Families. While an element of these are service led, Facilities Management are keen to ensure a customer led component to these. These KPI's will be based on industry standards and will be linked to Facilities Management performance data and the outcomes of quality assurance reviews. Once agreed, KPI's will be communicated through training sessions, web updates and included in the SLA and janitorial handbook which is distributed both to staff and to our customers and key stakeholders. Monthly dashboards will be produced highlighting performance against indicators. These will be both for internal service use and for customer reporting.</p>	<p>Estimated Date:31/03/2020</p> <p>Revised Date:01/08/2020</p> <p>No of Revisions</p> <p>0</p>	<p>Audrey DuttonGohar KhanLayla SmithMark StenhouseMichelle VanheganPeter Watton</p>
44	<p>New Facilities Management Service Level Agreement</p> <p>RES1814 - Facilities Management SLA: Janitorial Services Governance Framework</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>Facilities Management SLA: Issue 1.3 Ongoing quality assurance reviews</p> <p>Implemented</p>	<p>Ongoing quality assurance reviews will be established as described above. In addition to using these to measure the efficacy of our SLA delivery, these are required as part of the ISO 9001/45001 certification process and designed to give us comfort over the robustness of our policies, procedures and supporting documentation.</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 01/08/2021</p> <p>No of Revisions</p> <p>1</p>	<p>Audrey Dutton Gohar Khan Layla Smith Mark Stenhouse Michelle Vanhegan Peter Watton</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
45 Page 547	<p style="text-align: center;">CGI Subcontract Management C/f 2018/19</p> <p>1 Council oversight of CGI subcontract management</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>1.1 Assessment of the criticality of CGI sub-contractors</p> <p style="text-align: center; background-color: #00FF00;">Implemented</p>	<p>Digital Services will: Perform a review, with the assistance of CGI where appropriate, of the remaining population of 65 sub-contractors that are not currently classified as key sub-contractors to determine whether they should be reclassified as 'key sub-contractors' based on the criticality of their role in supporting delivery of Council services, or the value of their contracts in comparison to the aggregate charges forecast included in the CGI contract. This review will consider the criticality of Council applications and infrastructure supported by these sub-contractors in comparison to divisional application and system recovery requirements and will ensure that the gaps noted in the CNT spreadsheet in relation to missing contractors; expired purchase orders; and criticality of applications have been addressed. Where the review highlights any significant changes, the outcomes will be provided to the relevant Council and CGI partnership governance forums together with a request that CGI implements the supplier management arrangements specified in the contract to any new key sub-contractors. Review of CGI sub-contractors will be scheduled for completion annually, and the process outlined above applied.</p>	<p>Estimated Date: 30/04/2020</p> <p>Revised Date: 01/01/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty Heather Robb Jackie Galloway Layla Smith Michelle Vanhegan Nicola Harvey</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
46	Digital Services Incident and Problem Management RES1907 Incident and Problem Management: Issue 1 - Next steps for incident resolution Stephen Moir, Executive Director of Resources	Low	RES1907 Recommendation 1.1.1 - Incident Reports Implemented	Agreed – updates will be provided into the problem management records that feed into the Problem Review Board.	Estimated Date: 31/12/2020 Revised Date: No of Revisions 0	Alison Roarty Heather Robb Jackie Galloway Layla Smith Michelle Vanhegan Nicola Harvey Richard Burgess
47 Page 548	Digital Services Incident and Problem Management RES1907 Incident and Problem Management: Issue 1 - Next steps for incident resolution Stephen Moir, Executive Director of Resources	Low	RES1907 Recommendation 1.1.2 - Partnership Board and Client Service Reports Implemented	Agreed – the Client Service reports, and Partnership Board documents will be amended in relation to problem records to make reference to updates of the problem records being recorded in the Problem Review Board input.	Estimated Date: 31/12/2020 Revised Date: No of Revisions 0	Alison Roarty Heather Robb Jackie Galloway Layla Smith Michelle Vanhegan Nicola Harvey Richard Burgess
48	Social Media - Controls over access to SM Accounts 3. Social media training Michael Pinkerton, Media Manager	Medium	CE1901 Rec3.3 Ongoing delivery of social media training Implemented	Strategy and Communications will engage with Human Resources to ask that face to face social media training is advertised through the Council's e learning (CECil) programme with courses made available at an appropriate frequency, and confirm whether there is scope for courses within the available budget.	Estimated Date: 29/01/2021 Revised Date: No of Revisions 0	David Ure Donna Rodger

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
49	Local Development Plan Governance arrangements over infrastructure appraisals Paul Lawrence, Executive Director of Place and SRO	Medium	Infrastructure Governance arrangements Implemented	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)	Estimated Date: 31/03/2018 Revised Date: 01/10/2020 No of Revisions 2	Alison Coburn Claire Duchart David Leslie David Givan George Gaunt Kate Hopper Michael Thain Sandra Harrison
Page 549	Planning and S75 Developer Contributions End to end developer contribution processes, procedures, and training Paul Lawrence, Executive Director of Place and SRO	High	PL 1802 Iss 2 Rec 2.1 process documentation, guidance, and standardised documentation Implemented	Planning is working with Finance and Legal Service on a number of key areas of the end to end process. Significant progress has been made including; the pilot and use of a transport officer proforma, to identify and detail infrastructure requirements; and the introduction of standard legal agreements. Planning continues to work with legal services to finalise developer contribution templates for planning officers and this will inform a standardised approach to key consultee infrastructure requests. All Internal Audit recommendations will be implemented as detailed above (with the exception of 3), with Planning leading the process. As an alternative to IA recommendation 3, the rationale detailing why either no agreement; or a section 69 or 75 agreement has been developed and applied, will be documented.	Estimated Date: 31/03/2020 Revised Date: 01/08/2020 No of Revisions 0	Alison Coburn Alison Henry Annette Smith Bruce Nicolson David Leslie David Givan George Gaunt Graham Nelson Hugh Dunn Kevin McKee Michael Thain Michelle Vanhegan Nick Smith Rebecca Andrew

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
51	<p>Drivers</p> <p>Recording and addressing driving incidents</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>Recording and addressing driving incidents</p> <p>Implemented</p>	Six monthly reporting will be provided to the Corporate Leadership Team together with details of relevant actions taken.	<p>Estimated Date:01/10/2019</p> <p>Revised Date:01/12/2020</p> <p>No of Revisions</p> <p>1</p>	<p>Adam FergieAlison CoburnClaire DuchartDavid GivanGareth BarwellGeorge GauntKaty MillerMartin YoungNicole FraserScott MillarSteven Wright</p>
52	<p>Portfolio Governance Framework</p> <p>CE1801 Issue 1: Project and portfolio management and scrutiny</p> <p>Gillie Severin, Strategic Change Delivery Manager</p>	High	<p>CE1801 Issue 1.4: Whole of life toolkit</p> <p>Pending</p>	Strategic Change and Delivery will include guidance for project managers on whole life costing based on the approach adopted by finance	<p>Estimated Date: 29/05/2020</p> <p>Revised Date: 01/10/2020</p> <p>No of Revisions</p> <p>0</p>	<p>Alison Henry</p> <p>Annette Smith</p> <p>Donna Rodger</p> <p>Hugh Dunn</p> <p>Rebecca Andrew</p> <p>Simone Hislop</p>
53	<p>Social Media - Controls over access to SM Accounts</p> <p>1. Social media operational framework</p> <p>Michael Pinkerton, Media Manager</p>	High	<p>CE1901 Rec1.5 Social Media Risks</p> <p>Pending</p>	The risks associated with the ongoing use of social media that are highlighted in this report will be assessed and recorded in the Strategy and Communications risk register together with details of mitigating actions to ensure that they are addressed.	<p>Estimated Date: 30/10/2020</p> <p>Revised Date:</p> <p>No of Revisions</p> <p>0</p>	<p>David Ure</p> <p>Donna Rodger</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
54	<p>Social Media - Controls over access to SM Accounts</p> <p>3. Social media training</p> <p>Michael Pinkerton, Media Manager</p>	Medium	<p>CE1901 Rec3.2 Refresh of social media training materials</p> <p>Pending</p>	<p>1. Existing training materials and the e learning module content will be reviewed and refreshed with support from Human Resources (where required) to ensure that it is aligned with applicable legislation and regulations. 2. The e learning module will be updated to ensure that sufficient information is provided prior to testing and that correct answers are provided to incorrect responses. 3. Ownership of the content of the social media e learning model will be agreed between Strategy and Communications and Human Resources.</p>	<p>Estimated Date: 25/01/2021</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>David Ure Donna Rodger</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 552	<p>Policy Management Framework</p> <p>CE1902 Policy Management Framework Issue 1: Completeness and accuracy of Council policies and the online policy register</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>CE1902 - 1.2b Policy Register review: Initial review of online policy register – Place</p> <p>Pending</p>	<p>Following receipt of the Directorate policy register extract provided by Strategy and Communications, each Directorate will perform an initial review of their section of the policy register to identify out of date and draft documents. A status update will be provided to Strategy and Communications for each document currently published online, to confirm whether the published version is the most up to date approved version and no immediate action is required. is out of date but has been recently reviewed and reported to Committee in the annual policy assurance statement – a copy of the most recent version held by the Directorate or Division will then be sent to by Strategy and Communications for publication on the current online register. is out of date or in draft with no recently approved version available. Strategy and Communications will then remove the current online version from the online policy register and note that the document is being reviewed. Strategy and Communications will update the current online policy register on the basis of returns and Directorates will commence their wider policy review set out at 1.2d.</p>	<p>Estimated Date: 31/01/2021</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Alison Coburn David Givan Gareth Barwell George Gaunt Lynne Halfpenny Michael Thain Veronica Wishart</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
56	<p>Policy Management Framework</p> <p>CE1902 Policy Management Framework Issue 3: Policy framework guidance</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	Medium	<p>CE1902 3.1a Policy framework – definitions for policies, procedures, and guidance</p> <p>Pending</p>	<p>Clear definitions will be established for policies; procedures; and guidance and will reflect that policies outline the Council's response to legislation; regulations and statutory requirements, specifying what the Council will do to ensure compliance, whilst procedures and guidance detail how policy objectives will be achieved. The definitions will be agreed by the Corporate Leadership Team and The Policy and Sustainability Committee and will be communicated across all Council Directorates and Divisions.</p>	<p>Estimated Date: 31/10/2020</p> <p>Revised Date: 01/03/2021</p> <p>No of Revisions 0</p>	<p>Beth Hall</p> <p>Donna Rodger</p> <p>Kevin Wilbraham</p> <p>Laura Callender</p>
Page 553	<p>Policy Management Framework</p> <p>CE1902 Policy Management Framework Issue 3: Policy framework guidance</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	Medium	<p>CE1902 3.1b Policy framework - First- and second-lines roles and responsibilities</p> <p>Pending</p>	<p>Following the outcomes of the Working Group (see recommendation 1.2c), First line (directorate) and second line (Strategy and Communications) roles and responsibilities in relation to the policy management framework and confirmation of its ongoing application will be communicated across Directorates and Divisions and included in the guidance published on the Orb.</p>	<p>Estimated Date: 31/10/2020</p> <p>Revised Date: 01/03/2021</p> <p>No of Revisions 0</p>	<p>Donna Rodger</p> <p>Laura Callender</p>
58	<p>Policy Management Framework</p> <p>CE1902 Policy Management Framework Issue 3: Policy framework guidance</p> <p>Gavin King, Democracy, Governance and</p>	Medium	<p>CE1902 3.1c Policy framework - review of guidance, templates and orb pages</p> <p>Pending</p>	<p>Guidance and supporting templates on the Orb will be reviewed and refreshed to include links to agreed policy definitions and templates and the policy register and checks performed to confirm that these can be accessed.</p>	<p>Estimated Date: 31/10/2020</p> <p>Revised Date: 01/03/2021</p> <p>No of Revisions 0</p>	<p>Laura Callender</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
	Resilience Senior Manager					
59	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.3(a) - Review of Operational Forms</p> <p>Pending</p>	<p>The remit of the working group led by the Communities and Families Senior Education Officer will include a review of all admissions forms published on the Council website and Orb to ensure that they remain fit for purpose and include all necessary accessibility and privacy statements.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Alison Roarty Arran Finlay Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
Page 554 60	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.3(b) - Online Application Form</p> <p>Pending</p>	<p>Development of a single online application form will be led by Customer Transactions Team as discussions already underway with internal automation team and Transactions have successfully introduced online applications in other areas of the business.</p>	<p>Estimated Date:31/12/2020</p> <p>Revised Date:01/05/2021</p> <p>No of Revisions 0</p>	<p>Alison Roarty Arran Finlay Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
61	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.3(c) - Issue of 'Request Granted' Letters</p> <p>Pending</p>	<p>The working group remit led by the Communities and Families Senior Education Officer will include consideration of continued need for formal 'request granted template letters or whether an email to parents / guardians is an acceptable alternative option. Where emails are the preferred option, guidance will be provided to schools to ensure that the terms and limitations of the placement offer are included.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Alison Roarty Arran Finlay Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 555</p> <p>62</p>	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.3(d) - Issuing Standard Letters & Forms</p> <p>Pending</p>	<p>A communication will be issued by Schools and Life Long Learning management to all schools reminding them to comply with placing request processes as outlined on the Orb, including the requirement to: issue a standard request refusal letter for all application refusals which includes all required paragraphs and is supported by a copy of the frequently asked questions document; and use standard Council forms only. The communication will advise schools to provide feedback where standard forms are not considered to meet the needs of the school, for example, if an additional section for course subjects studied at secondary school is required. Feedback from schools will be considered as part of the working group's review of operational forms.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
63	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 2: Operational Processes - Admissions & Appeals</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901 Issue 2.1(a): Committee on Pupil Student Support Recording of Officer Review</p> <p>Pending</p>	<p>Communities and Families, Committee Services and Transactions will ensure the officer review of the annual placing request list and the rationale supporting recommendations made to the Committee on Pupil Student Support from 2020 onwards is formally documented.</p>	<p>Estimated Date: 30/06/2020</p> <p>Revised Date: 22/02/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
Page 554	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 2: Operational Processes - Admissions & Appeals</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901 Issue 2.3(a): Validation of Registration & Enrolment Applications</p> <p>Pending</p>	<p>A reminder will be sent to all schools to reinforce the requirement to confirm that adequate and valid evidence is provided to support all registrations and enrolments, including two matching proofs of address aligned with the address provided in the application.</p>	<p>Estimated Date: 30/06/2020</p> <p>Revised Date: 22/02/2021</p> <p>No of Revisions 1</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>
65	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 2: Operational Processes - Admissions & Appeals</p> <p>Andy Gray, Head of</p>	High	<p>CF1901 Issue 2.3(b): Quality Assurance Checks in Schools</p> <p>Pending</p>	<p>Schools business managers will be instructed to undertake sample quality assurance checks of evidence obtained from parents to support applications to ensure compliance with procedures. This will include completion of checks prior to completion of enrolment processes. Checking of completion will form part of the Communities and Families Self-</p>	<p>Estimated Date: 30/06/2020</p> <p>Revised Date: 22/02/2021</p> <p>No of Revisions 1</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
	Schools & Lifelong Learning			Assurance Framework from 2021 onwards.		
66	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 2: Operational Processes - Admissions & Appeals</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901 Issue 2.4: Managing Conflicts of Interest</p> <p>Pending</p>	<p>Guidance will be developed for use in all schools to ensure any conflicts of interest are recorded and managed appropriately. This will include Business Manager review and Head Teacher sign off where necessary.</p>	<p>Estimated Date: 30/06/2020</p> <p>Revised Date: 22/02/2021</p> <p>No of Revisions 1</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>
Page 557 67	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 4: Data Access, Security & Retention</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901: Issue 4.1: Access to Personal Data</p> <p>Pending</p>	<p>Files and shared folders will be reviewed, and appropriate access permissions and password controls implemented.</p>	<p>Estimated Date: 31/07/2020</p> <p>Revised Date: 22/02/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
68	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 4: Data Access, Security & Retention</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901: Issue 4.2: Secure Email Transmission</p> <p>Pending</p>	<p>The Information Governance Unit and Digital Services will be engaged to discuss the recipients; nature and sensitivity of information transmitted via email to establish whether the current method is appropriately secure or whether additional steps are required. This will include consideration of email data classification labels where deemed appropriate.</p>	<p>Estimated Date: 30/09/2020</p> <p>Revised Date: 01/02/2021</p> <p>No of Revisions 0</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
Page 558	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 4: Data Access, Security & Retention</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901: Issue 4.4(b): Document Retention & Disposal; Schools</p> <p>Pending</p>	<p>A communication will be issued to schools to request that retention schedules and destruction logs are established to ensure records are managed and disposed of in line with the Council's retention schedule.</p>	<p>Estimated Date:30/06/2020</p> <p>Revised Date:22/02/2021</p> <p>No of Revisions 1</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>
70	<p>PVG and Disclosures</p> <p>CF1904: Issue 1 - PVG membership for individuals in schools</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1904: Rec 1.2c - Monitoring volunteers who are employees</p> <p>Pending</p>	<p>A communication will be issued by Communities and Families to Active Schools to advise that a 'Short Scheme Record' is required for all volunteers who are City of Edinburgh employees. In addition, Communities and Families seek written assurance from Active Schools, on a six-monthly basis to confirm that all volunteers who carry out regulated work within schools</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Claire Thompson Michelle McMillan Nickey Boyle</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
				have a current PVG scheme membership.		
71	Emergency Prioritisation & Complaints CW1806 Issue 1: ATEC 24 Operational Framework Judith Proctor, Chief Officer	Medium	CW1806 Issue 1.1(7): ATEC 24 Review of Operational Processes - Key Safes Pending	7. The key safe business case, or an alternative approach, will be progressed and an installation programme implemented to allow the numbers of individual safes to be maximised.	Estimated Date: 30/04/2020 Revised Date: 01/05/2021 No of Revisions 1	Angela Ritchie Craig O'Donnell Tom Cowan
72	Emergency Prioritisation & Complaints CW1806 Issue 1: ATEC 24 Operational Framework Judith Proctor, Chief Officer	Medium	CW1806 Issue 1.4(3): ATEC 24 Quality Assurance Framework - Review Pending	3. Where systemic themes or trends are identified from quality assurance reviews, management will consider whether existing operational processes should be revisited.	Estimated Date: 30/04/2020 Revised Date: 01/05/2021 No of Revisions 1	Angela Ritchie Craig O'Donnell Tom Cowan
73	Brexit impacts - supply chain management CW1905 Issue 1: Divisional and Directorate Brexit supply chain management risks Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities	Medium	CW1905 Rec. 1.1c: Communities and Families - Divisional and directorate supply chain management Pending	As discussed and agreed at the Corporate Leadership Team (CLT) on 29th July 2020, these findings will be implemented as recommended by Internal Audit and in line with an earlier CLT decision (8 July 2020) that the most significant corporate concurrent risks (including Brexit supply chain risks) that could potentially impact the Council will be identified by October 2020. It is acknowledged that divisional and directorate supply chain risks will need to be identified to support this process.	Estimated Date: 30/10/2020 Revised Date: No of Revisions 0	Andy Gray Bernadette Oxley Crawford McGhie Michelle McMillan Nichola Dadds Nickey Boyle

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
74	<p>Brexit impacts - supply chain management</p> <p>CW1905 Issue 1: Divisional and Directorate Brexit supply chain management risks</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	Medium	<p>CW1905 Rec. 1.1e: Strategy and Communications - Divisional and directorate supply chain management</p> <p>Pending</p>	<p>As discussed and agreed at the Corporate Leadership Team (CLT) on 29th July 2020, these findings will be implemented as recommended by Internal Audit and in line with an earlier CLT decision(8 July 2020) that the most significant corporate concurrent risks (including Brexit supply chain risks) that could potentially impact the Council will be identified by October 2020. It is acknowledged that divisional and directorate supply chain risks will need to be identified to support this process.</p>	<p>Estimated Date: 30/10/2020</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Andy Nichol Donna Rodger Gillie Severin Michael Pinkerton Paula McLeay</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
75	<p>Brexit impacts - supply chain management</p> <p>CW1905 Issue 2: Brexit governance and risk management</p> <p>Andrew Kerr, Chief Executive</p>	Medium	<p>CW1905- Recom. 2.1a: Resilience team - Adequacy & effectiveness of the Brexit risk management & governance process</p> <p>Pending</p>	<p>Resilience presented a report on Brexit planning, preparedness and governance to the Corporate Leadership Team on 8 July and will subsequently be presented to the Policy and Sustainability Committee. This includes proposals for the cessation of the cross-party Brexit working group, with all Brexit resilience planning taken forward through the Council resilience group. The paper also proposes that the Council Incident Management Team (CIMT) considers Brexit alongside Covid-19 and includes Brexit as a standing item on CIMT agendas from September 2020. Once approved by the Policy and Sustainability Committee, these new governance arrangements will be implemented. Resilience will coordinate review of the corporate Brexit risk register, in conjunction with the Commercial and Procurement Service and Corporate Risk Management teams for consideration at the CLT risk committee.</p>	<p>Estimated Date: 30/09/2020</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Donna Rodger</p> <p>Gavin King</p> <p>Mary-Ellen Lang</p>
76	<p>Validation Review 2019/20</p> <p>CW1909 Issue 2: Communities and Families – Complaints received by Helpline</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CW1909 Recommendation 2.1.3 - Development and communication of complaints handling guidance</p> <p>Pending</p>	<p>3. Complaint handling procedures and guidance will be developed and maintained and shared with all relevant team members as recommended.</p>	<p>Estimated Date: 31/01/2021</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Claire Thompson</p> <p>Michelle McMillan</p> <p>Nickey Boyle</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
77	<p>Road Services Improvement Plan</p> <p>PL1808 Issue 1. Roads Improvement Plan financial operating model and project governance</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>PL1808 - 1.3 Roads Service Improvement Plan project governance</p> <p>Pending</p>	<p>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.</p>	<p>Estimated Date: 20/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Nicole Fraser</p>
Page 562	<p>Supplier Management Framework and CIS Payments</p> <p>RES1809 Issue 1: Contract Management by Directorates and Service Areas</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>RES1809 Issue 1.3(3): Contract manager support and guidance - Place</p> <p>Pending</p>	<p>Place This recommendation is accepted, and this will be added as appropriate to the Place mandatory training matrix at the next review.</p>	<p>Estimated Date: 31/08/2020</p> <p>Revised Date: 01/01/2021</p> <p>No of Revisions 0</p>	<p>Alison Coburn David Givan Gareth Barwell George Gaunt Lynne Halfpenny Michael Thain</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
79	<p>Budget Setting and Management</p> <p>RES 1903 Issue 1: Savings proposals documentation and risk assessments</p> <p>Gillie Severin, Strategic Change Delivery Manager</p>	Medium	<p>RES 1903 Issue 1.1: Savings proposals documentation and risk assessments</p> <p>Pending</p>	<p>1. Savings plan and business case templates will both be reviewed to ensure that they align to major projects documentation. In addition, a procedural document will be created which details the amount and depth of documentation, which is required to support savings plans, based on outcomes of the prioritisation matrix assessment. 2. The Finance budget monitoring RAG (Red, Amber, Green) delivery risk assessment categories will each be formally defined, and consistently applied to all savings delivery progress updates provided to Directorate management teams, CLT, and service committees.</p>	<p>Estimated Date:30/09/2020</p> <p>Revised Date:01/02/2021</p> <p>No of Revisions</p> <p>0</p>	<p>Alison HenryAnnette SmithDonna RodgerEmma BakerHugh DunnJohn ConnartyLayla SmithMichelle Vanhegan</p>
Page 563 ₈₀	<p>Budget Setting and Management</p> <p>RES 1903 Issue 3: Continuous improvement: Lessons learned and customer feedback.</p> <p>Paula McLeay, Policy and Insight Senior Manager</p>	Medium	<p>RES 1903 Issue 3.1: Annual budget setting lessons learned methodology</p> <p>Pending</p>	<p>A methodology for the lessons learned process will be developed and stated in a procedure document. This work will be performed through liaison between the Change Strategy Team and Finance. The methodology will include the requirements stated above.</p>	<p>Estimated Date: 31/05/2020</p> <p>Revised Date: 01/10/2020</p> <p>No of Revisions</p> <p>0</p>	<p>Alison Henry Annette Smith Donna Rodger Emma Baker Hugh Dunn John Connarty Layla Smith Michelle Vanhegan</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
81	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.1(b) - Review of Admissions Operational Procedures</p> <p>Started</p>	<p>A working group led by the Communities and Families Senior Education Officer with representation from all service areas involved in school admissions, appeals and capacity planning, will be established to undertake a review of all procedural documents. This will include consideration of amalgamation of existing procedures where appropriate and implementation of a review schedule and version control.</p>	<p>Estimated Date: 31/08/2020</p> <p>Revised Date: 22/02/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
Page 564 82	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.1(c) - Placing Appeals Procedures</p> <p>Started</p>	<p>As part of the working group led by the Communities and Families Senior Education Officer, appeals procedures which detail end to end processes to be applied across all areas involved in placing requests will be established and this will include clear roles and responsibilities.</p>	<p>Estimated Date: 31/08/2020</p> <p>Revised Date: 22/02/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
83	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.1(d)/(e) - Communicating Guidance on Website & Orb</p> <p>Started</p>	<p>Following review and completion of working group actions, all policies and procedures will be published on the Council's website and Orb, and communicated to all relevant officers, with changes highlighted.</p>	<p>Estimated Date: 30/09/2020</p> <p>Revised Date: 01/02/2021</p> <p>No of Revisions 0</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
Page 564 565	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 2: Operational Processes - Admissions & Appeals</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>CF1901 Issue 2.3(d): Sharing Outcomes of Annual Checks</p> <p>Started</p>	<p>Outcomes of annual checks that highlight any significant and systemic weaknesses will be shared with Schools and Lifelong Learning with a request that findings identified from the review are addressed and processes updated to ensure that they do not recur in subsequent years.</p>	<p>Estimated Date: 30/11/2020</p> <p>Revised Date: 01/04/2021</p> <p>No of Revisions 0</p>	<p>Alison Roarty Andy Gray Arran Finlay Jane MacIntyre Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
85	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 3: Process Documentation & Delivery Responsibilities</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901 Issue 3.1(a): Development & Communication of end to end processes and role/responsibilities</p> <p>Started</p>	<p>The remit of the working group led by the Communities and Families Senior Education Officer, will include reviewing and documenting end to end processes for the annual school admissions, appeals, and capacity planning process. A matrix describing divisional roles and responsibilities for processes, which details who will be responsible; accountable; consulted; and informed for each stage will also be developed. The end to end procedures and matrix will be discussed and agreed with all divisional teams involved in the process, communicated, and published on the Council's intranet (the Orb) with training provided where required.</p>	<p>Estimated Date: 31/08/2020 Revised Date: 22/02/2021 No of Revisions 1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
86	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 3: Process Documentation & Delivery Responsibilities</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901 Issue 3.1(b): Internal Partnership Protocols</p> <p>Started</p>	<p>Internal partnership protocols will be prepared and implemented for services delivered by other divisions on behalf of Schools and Lifelong Learning, incorporating the scope of services and roles and responsibilities defined in the new end to end process documentation. Where relevant, current internal charging arrangements will be reviewed to ensure that it accurately reflect the levels of support provided. Partnership protocols and associated key performance measures / indicators will be reviewed at least every two years to ensure they remain aligned with service delivery, operational processes and relevant regulatory and professional standards. Governance arrangements to support ongoing performance monitoring will be designed and implemented to ensure that both Schools and Lifelong Learning and the service areas that support them are satisfied with the quality of services provided.</p>	<p>Estimated Date: 31/08/2020</p> <p>Revised Date: 22/02/2021</p> <p>No of Revisions</p> <p>1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
87	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 3: Process Documentation & Delivery Responsibilities</p> <p>Andy Gray, Head of</p>	Medium	<p>CF1901 Issue 3.1(c): Annual Process - Debrief & Lessons Learned</p> <p>Started</p>	<p>Following completion of the annual process, a debrief meeting will be held with all teams involved to understand what worked well and what areas need to be improved. The outcomes should be recorded in a 'lessons learned' document that is used to implement the improvement opportunities identified and address any process issues in advance of the next annual process.</p>	<p>Estimated Date: 31/08/2020</p> <p>Revised Date: 22/02/2021</p> <p>No of Revisions</p> <p>1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
	Schools & Lifelong Learning					Sheila Haig Stephen Moir
88	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 3: Process Documentation & Delivery Responsibilities</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901 Issue 3.1(d): Roles & Responsibilities Outwith Annual Process</p> <p>Started</p>	<p>The working group will review the roles and responsibilities for any tasks performed outwith the annual P1/S1 admissions, appeals and capacity planning process. These will be documented and communicated to all teams involved in the process. The review will include identifying key contacts for common non-annual admissions queries, for example, home schooling; private schooling; dealing with refugees; and requests for current or future capacity information, to ensure that they can be appropriately redirected and resolved.</p>	<p>Estimated Date: 31/08/2020 Revised Date: 22/02/2021 No of Revisions 3</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
89	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 4: Data Access, Security & Retention</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901: Issue 4.4(a): Document Retention & Disposal; All Services</p> <p>Started</p>	<p>The Information Governance Unit will be engaged to confirm data retention and disposal requirements. Where necessary the data retention schedule will be updated. Document retention and disposal requirements will be reinforced across all services processing admissions and appeals including schools. All appeals information currently retained outwith the relevant period will be destroyed in line with the Council's disposal guidelines and a retention schedule and destruction log maintained.</p>	<p>Estimated Date: 30/06/2020 Revised Date: 22/02/2021 No of Revisions 1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
90	Resilience BC Resilience responsibilities Judith Proctor, Chief Officer	High	Rec 3.3 H&SC - Defining and allocating operational resilience duties Started	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.	Estimated Date: 20/12/2018 Revised Date: 30/06/2021 No of Revisions 6	Angela Ritchie Jacqui Macrae
Page 569 91	Resilience BC Resilience responsibilities Judith Proctor, Chief Officer	High	Rec 4.3 H&SC - Objectives for operational Resilience responsibilities Started	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.	Estimated Date: 31/07/2019 Revised Date: 30/06/2021 No of Revisions 2	Angela Ritchie Jacqui Macrae
92	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements	High	Rec 3.1 a) Place - Development of Resilience Plans/protocols for statutory and critical services	Rebased action October 2020 Following a refresh of Business Impact Assessments and the new organisational structure, resilience plans/protocols will be developed, with support and training from Resilience, for high-risk essential services. A list of	Estimated Date: 19/06/2020 Revised Date: 31/12/2022 No of Revisions 1	Alison Coburn Claire Duchart David Givan Gareth Barwell Gavin King George Gaunt Lynne Halfpenny

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
	Paul Lawrence, Executive Director of Place and SRO		Started	these services is to be provided by Resilience for approval by CLT. Date revised to 31 December 2022.		Mary-Ellen Lang Michael Thain
93	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Stephen Moir, Executive Director of Resources	High	Rec 3.1b Resources - Development of Resilience Plans/protocols for statutory and critical services Started	Rebased action October 2020 Following a refresh of Business Impact Assessments and the new organisational structure, resilience plans/protocols will be developed, with support and training from Resilience, for high-risk essential services. A list of these services is to be provided by Resilience for approval by CLT. Date revised to 31 December 2022.	Estimated Date: 19/06/2020 Revised Date: 31/12/2022 No of Revisions 1	Annette Smith Gavin King Hugh Dunn Katy Miller Layla Smith Mary-Ellen Lang Michelle Vanhegan Nick Smith Nicola Harvey Peter Watton
Page 570	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Judith Proctor, Chief Officer	High	Rec 3.1c H&SC - Development of Resilience Plans/protocols for statutory and critical services Started	Rebased action October 2020 Following a refresh of Business Impact Assessments and the new organisational structure, resilience plans/protocols will be developed, with support and training from Resilience, for high-risk essential services. A list of these services is to be provided by Resilience for approval by CLT. Date revised to 31 December 2022.	Estimated Date: 19/06/2020 Revised Date: 31/12/2022 No of Revisions 1	Angela Ritchie Jacqui Macrae
95	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities	High	Rec 3.1d C&F - Development of Resilience Plans/protocols for statutory and critical services Started	Rebased action October 2020 Following a refresh of Business Impact Assessments and the new organisational structure, resilience plans/protocols will be developed, with support and training from Resilience, for high-risk essential services. A list of these services is to be provided by Resilience for approval by CLT. Date revised to 31 December 2022.	Estimated Date: 19/06/2020 Revised Date: 31/12/2022 No of Revisions 1	Donna Rodger Gavin King Mary-Ellen Lang Michelle McMillan Nichola Dadds Nickey Boyle Ruth Currie

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
96	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	High	<p>Rec 3.1e S&C - Development of Resilience Plans/protocols for statutory and critical services</p> <p>Started</p>	<p>Rebased action October 2020 Following a refresh of Business Impact Assessments and the new organisational structure, resilience plans/protocols will be developed, with support and training from Resilience, for high-risk essential services. A list of these services is to be provided by Resilience for approval by CLT. Date revised to 31 December 2022.</p>	<p>Estimated Date: 19/06/2020</p> <p>Revised Date: 31/12/2022</p> <p>No of Revisions 1</p>	<p>Donna Rodger Mary-Ellen Lang</p>
Page 574	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>Rec 6.1a Place - Review of third-party contracts to confirm appropriate resilience arrangements</p> <p>Started</p>	<p>Existing third-party contracts supporting critical services should be reviewed by Directorates in consultation with contract managers / owners to confirm that they include appropriate resilience arrangements. Where gaps are identified, Procurement Services should be engaged to support discussions with suppliers regarding inclusion of appropriate resilience clauses requiring third parties to establish adequate resilience arrangements for both services and systems that are tested (at least annually) with the outcomes shared with / provided to the Council. Where these changes cannot be incorporated into existing contracts, they should be included when the contracts are re tendered.</p>	<p>Estimated Date: 20/12/2019</p> <p>Revised Date: 31/03/2021</p> <p>No of Revisions 3</p>	<p>Alison Coburn Annette Smith Claire Duchart David Givan Gareth Barwell George Gaunt Hugh Dunn Iain Strachan Lynne Halfpenny Mary-Ellen Lang Michael Thain Mollie Kerr</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
98 Page 572	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Stephen Moir, Executive Director of Resources	High	Rec 6.1b Resources - Review of third-party contracts to confirm appropriate resilience arrangements Started	Existing third-party contracts supporting critical services should be reviewed by Directorates in consultation with contract managers / owners to confirm that they include appropriate resilience arrangements. Where gaps are identified, Procurement Services should be engaged to support discussions with suppliers regarding inclusion of appropriate resilience clauses requiring third parties to establish adequate resilience arrangements for both services and systems that are tested (at least annually) with the outcomes shared with / provided to the Council. Where these changes cannot be incorporated into existing contracts, they should be included when the contracts are re tendered.	Estimated Date: 20/12/2019 Revised Date: 31/03/2021 No of Revisions 2	Annette Smith Hugh Dunn Iain Strachan Katy Miller Layla Smith Mary-Ellen Lang Michelle Vanhegan Mollie Kerr Nick Smith Nicola Harvey Peter Watton

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
99	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Judith Proctor, Chief Officer</p>	High	<p>Rec 6.1c H&SC - Review of third-party contracts to confirm appropriate resilience arrangements</p> <p>Started</p>	<p>Existing third-party contracts supporting critical services should be reviewed by Directorates in consultation with contract managers / owners to confirm that they include appropriate resilience arrangements. Where gaps are identified, Procurement Services should be engaged to support discussions with suppliers regarding inclusion of appropriate resilience clauses requiring third parties to establish adequate resilience arrangements for both services and systems that are tested (at least annually) with the outcomes shared with / provided to the Council. Where these changes cannot be incorporated into existing contracts, they should be included when the contracts are re tendered.</p>	<p>Estimated Date: 20/12/2019</p> <p>Revised Date: 31/03/2021</p> <p>No of Revisions 2</p>	<p>Angela Ritchie Jacqui Macrae</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
100	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	High	<p>Rec 6.1d C&F - Review of third-party contracts to confirm appropriate resilience arrangements</p> <p>Started</p>	<p>Existing third-party contracts supporting critical services should be reviewed by Directorates in consultation with contract managers / owners to confirm that they include appropriate resilience arrangements. Where gaps are identified, Procurement Services should be engaged to support discussions with suppliers regarding inclusion of appropriate resilience clauses requiring third parties to establish adequate resilience arrangements for both services and systems that are tested (at least annually) with the outcomes shared with / provided to the Council. Where these changes cannot be incorporated into existing contracts, they should be included when the contracts are re tendered.</p>	<p>Estimated Date: 20/12/2019</p> <p>Revised Date: 31/03/2021</p> <p>No of Revisions 2</p>	<p>Annette Smith Hugh Dunn Iain Strachan Mary-Ellen Lang Michelle McMillan Mollie Kerr Nichola Dadds Nickey Boyle Ruth Currie</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
<p>101</p> <p>Page 575</p>	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	<p>High</p>	<p>Rec 6.1e S&C - Review of third-party contracts to confirm appropriate resilience arrangements</p> <p>Started</p>	<p>Existing third-party contracts supporting critical services will be reviewed by Directorates in consultation with contract managers / owners to confirm that they include appropriate resilience arrangements. Where gaps are identified, Procurement Services will be engaged to support discussions with suppliers regarding inclusion of appropriate resilience clauses requiring third parties to establish adequate resilience arrangements for both services and systems that are tested (at least annually) with the outcomes shared with / provided to the Council. Where these changes cannot be incorporated into existing contracts, they will be included when the contracts are re tendered and critical service plans should be documented and communicated by Corporate Resilience.</p>	<p>Estimated Date:20/12/2019</p> <p>Revised Date:31/03/2021</p> <p>No of Revisions: 2</p>	<p>Annette Smith Donna Rodger Hugh Dunn Lain Strachan Mary-Ellen Lang Mollie Kerr</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
<p>102</p> <p>Page 576</p>	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	<p>High</p>	<p>Rec 6.2a Place - Annual assurance from Third Party Providers</p> <p>Started</p>	<p>Following receipt of initial assurance from all third-party providers for statutory and critical services (as per rec 6.1), annual assurance that provider resilience plans remain adequate and effective should be obtained. This should include confirmation from the provider that they have tested these plans and recovery time objectives for systems and recovery time and point objectives for technology systems agreed with the Council were achieved. It is recommended that contract managers include this requirement as part on ongoing contract management arrangements. Where this assurance cannot be provided, this should be recorded in Service Area and Directorate risk registers. Date revised to reflect that following receipt of initial assurance by 31 March 2021, annual assurance should be obtained by 31 March 2022.</p>	<p>Estimated Date: 28/06/2019</p> <p>Revised Date: 31/03/2022</p> <p>No of Revisions 3</p>	<p>Alison Coburn Claire Duchart David Givan Gareth Barwell George Gaunt Lynne Halfpenny Mary-Ellen Lang Michael Thain</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
<p>103</p> <p>Page 577</p>	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Stephen Moir, Executive Director of Resources</p>	<p>High</p>	<p>Rec 6.2b Resources - Annual assurance from Third Party Providers</p> <p>Started</p>	<p>Following receipt of initial assurance from all third party providers for statutory and critical services (as per rec 6.1), annual assurance that provider resilience plans remain adequate and effective should be obtained. This should include confirmation from the provider that they have tested these plans and recovery time objectives for systems and recovery time and point objectives for technology systems agreed with the Council were achieved. It is recommended that contract managers include this requirement as part on ongoing contract management arrangements. Where this assurance cannot be provided, this should be recorded in Service Area and Directorate risk registers. Date revised to reflect that following receipt of initial assurance by 31 March 2021, annual assurance should be obtained by 31 March 2022.</p>	<p>Estimated Date: 28/06/2019</p> <p>Revised Date: 31/03/2022</p> <p>No of Revisions 2</p>	<p>Annette Smith Hugh Dunn Iain Strachan Katy Miller Layla Smith Mary-Ellen Lang Michelle Vanhegan Mollie Kerr Nick Smith Nicola Harvey Peter Watton</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
104	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Judith Proctor, Chief Officer</p>	High	<p>Rec 6.2c H&SC - Annual assurance from Third Party Providers</p> <p>Started</p>	<p>Assurance will 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 will be recorded in Service Area and Directorate risk registers.</p>	<p>Estimated Date: 21/06/2019</p> <p>Revised Date: 31/03/2022</p> <p>No of Revisions 2</p>	<p>Angela Ritchie Jacqui Macrae</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
<p>105</p> <p>Page 579</p>	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	<p>High</p>	<p>Rec 6.2d C&F - Annual assurance from Third Party Providers</p> <p>Started</p>	<p>Following receipt of initial assurance from all third party providers for statutory and critical services (as per rec 6.1), annual assurance that provider resilience plans remain adequate and effective should be obtained. This should include confirmation from the provider that they have tested these plans and recovery time objectives for systems and recovery time and point objectives for technology systems agreed with the Council were achieved. It is recommended that contract managers include this requirement as part on ongoing contract management arrangements. Where this assurance cannot be provided, this should be recorded in Service Area and Directorate risk registers. Date revised to reflect that following receipt of initial assurance by 31 March 2021, annual assurance should be obtained by 31 March 2022.</p>	<p>Estimated Date: 28/06/2019</p> <p>Revised Date: 31/03/2022</p> <p>No of Revisions 2</p>	<p>Anna Gray Mary-Ellen Lang Michelle McMillan Nichola Dadds Nickey Boyle</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
106	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	High	<p>Rec 6.2e S&C - Annual assurance from Third Party Providers</p> <p>Started</p>	<p>Following receipt of initial assurance from all third party providers for statutory and critical services (as per rec 6.1), annual assurance that provider resilience plans remain adequate and effective should be obtained. This should include confirmation from the provider that they have tested these plans and recovery time objectives for systems and recovery time and point objectives for technology systems agreed with the Council were achieved. It is recommended that contract managers include this requirement as part on ongoing contract management arrangements. Where this assurance cannot be provided, this should be recorded in Service Area and Directorate risk registers. Date revised to reflect that following receipt of initial assurance by 31 March 2021, annual assurance should be obtained by 31 March 2022.</p>	<p>Estimated Date: 28/06/2019</p> <p>Revised Date: 31/03/2022</p> <p>No of Revisions</p> <p>2</p>	<p>Donna Rodger Mary-Ellen Lang</p>
107	<p>Resilience BC</p> <p>Adequacy, maintenance and approval of Council wide resilience plans</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	Medium	<p>Rec 4) Update of Council Business Continuity Plan to include key elements from Business Area Resilience Plans/Protocols</p> <p>Started</p>	<p>The Council Business Continuity Plan (BCP) was developed and signed off the Chief Executive in May 2019. Following Directorate review and update of Business Area Resilience Plans and protocols, the Council BCP will be updated to include key elements of Directorate plans.</p>	<p>Estimated Date: 18/12/2020</p> <p>Revised Date: 31/03/2024</p> <p>No of Revisions</p> <p>1</p>	<p>Donna Rodger Mary-Ellen Lang</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 581	<p>Records Management - LAAC</p> <p>CW1705 Issue 1: Project file review process</p> <p>Bernadette Oxley, Head of Children's Services</p>	Medium	<p>CW1705 Issue 1.3: Quality assurance checks</p> <p>Started</p>	<p>Project management information will be monitored weekly to identify the volume of files that have been reviewed by the project team and an independent risk based quality assurance approach developed and implemented that focuses on files that have not been 'split' by the project team, to confirm that they have been accurately classified as files that have not been merged prior to their return to Iron Mountain for archiving. Quality assurance sample sizes will be selected at the start of each week and will depend on the volumes of files reviewed by the project team and the relevant proportion of non-merged and merged files. Where merged files have been identified and split by the project team, a lighter touch approach involving peer reviews will be adopted to ensure that the project file review process has been consistently applied and appropriate actions implemented. Quality assurance outcomes will be recorded and all significant errors (for example failure to identify merged files), areas of good practices, and areas for improvement will be shared with the project team. Availability of quality resource will be monitored throughout the project to ensure that it remains adequate to complete an appropriate number of QA reviews based on file outcomes. A retrospective sample of cases already reviewed by the project team will also be selected for retrospective review</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 31/03/2022</p> <p>No of Revisions 4</p>	<p>Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed Gillie Severin John Arthur Louise McRae Nickey Boyle Nicola Harvey Ruth Currie Stephen Moir</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
				based on the approach outlined above. The project team will work to an end of February date for implementation of quality assurance within the project team with an end of March date for Internal Audit to review the process applied.		
109	Records Management - LAAC CW1705 Issue 2: Review of additional files Bernadette Oxley, Head of Children's Services	Medium	CW1705 Issue 2.1: Review of additional files Started	The total volume of files at Westerhailes will be quantified. Once this has been completed, a risk based sample approach will be applied to review the files and identify any that may have been merged.	Estimated Date: 31/03/2020 Revised Date: 31/03/2021 No of Revisions 3	Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed Gillie Severin John Arthur Louise McRae Nickey Boyle Nicola Harvey Ruth Currie Stephen Moir

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
110	Records Management - LAAC CW1705 Issue 2: Review of additional files Bernadette Oxley, Head of Children's Services	Medium	CW1705 Issue 2.2: Impact analysis Started	The outcomes of the review of additional files (as detailed at recommendation 2.1) will be shared with the Senior Responsible Officers together with an impact analysis detailing the resourcing and associated costs of including the files within the project scope, and recommendations made as to whether the scope of the project should be extended to include these files, or whether reliance should be placed on the new business as usual process to be implemented as detailed at Finding 3. Where the decision is taken to include the potentially merged files within the scope of the project, they will be transferred across to the project team and logged for review. The project team will work to a completion 29 May with a date of 26 June for validation by Internal Audit.	Estimated Date: 26/06/2020 Revised Date: 31/03/2021 No of Revisions 4	Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed Gillie Severin John Arthur Louise McRae Nickey Boyle Nicola Harvey Ruth Currie Stephen Moir
111	Records Management - LAAC CW1705 Issue 3: Pre destruction business as usual file review process Bernadette Oxley, Head of Children's Services	Medium	CW1705 Issue 3.1: Pre destruction business as usual file review process Started	The pre destruction business as usual file review process is currently being developed and will cover all the points recommended by Internal Audit. The process will be prepared by the end January 2020 and agreed with the Health and Social Care and Communities and Families Directorates by the end of February 2020.	Estimated Date: 28/02/2020 Revised Date: 31/03/2021 No of Revisions 4	Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed Gillie Severin John Arthur Louise McRae Nickey Boyle Nicola Harvey Ruth Currie Stephen Moir

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
112	<p>Records Management - LAAC</p> <p>CW1705 Issue 3: Pre destruction business as usual file review process</p> <p>Bernadette Oxley, Head of Children's Services</p>	Medium	<p>CW1705 Issue 3.2a (C&F): Communication and training</p> <p>Started</p>	<p>Children's Practice team managers have already been briefed regarding the outcomes of the audit and a refreshed process will soon be implemented. The process will be co-produced with Business Support Team Managers, communicated and uploaded to the Orb. Given the scale of training to be provided, a CECiL based approach will be applied with support provided by Business Support and requested from Learning and Organisational Development (Human Resources), with divisions requested to track completion of the CECiL module. Locality Management teams will also receive face to face training on the new process.</p>	<p>Estimated Date: 30/06/2020</p> <p>Revised Date: 31/08/2021</p> <p>No of Revisions 3</p>	<p>Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed Gillie Severin John Arthur Louise McRae Nickey Boyle Nicola Harvey Stephen Moir</p>
113	<p>Records Management - LAAC</p> <p>CW1705 Issue 3: Pre destruction business as usual file review process</p> <p>Judith Proctor, Chief Officer</p>	Medium	<p>CW1705 Issue 3.2b (H&SCP): Communication and training</p> <p>Started</p>	<p>Health and Social Care will adopt a similar approach to Communities and Families with the new process communicated and uploaded to the Orb. A CECiL based approach will also be applied with support provided by Business Support and requested from Learning and Organisational Development (Human Resources), with completion of the CECiL module by the relevant teams tracked. Locality Management teams will also receive face to face training on the new process.</p>	<p>Estimated Date:30/06/2020</p> <p>Revised Date:31/08/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty Angela Ritchie Louise McRae</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
114	<p>Records Management - LAAC</p> <p>CW1705 Issue 3: Pre destruction business as usual file review process</p> <p>Bernadette Oxley, Head of Children's Services</p>	Medium	<p>CW1705 Issue 3.3a (C&F): Quality assurance process</p> <p>Started</p>	<p>A joint risk-based quality assurance process will be established between Business Support and Team Managers in Localities. Quality assurance outcomes will be recorded, and learnings shared with team managers at Children's Practice Team meetings, enabling city wide service improvement actions to be identified and implemented where appropriate.</p>	<p>Estimated Date: 30/06/2020</p> <p>Revised Date: 31/08/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed Gillie Severin John Arthur Louise McRae Nickey Boyle Nicola Harvey Ruth Currie Stephen Moir</p>
Page 585	<p>Records Management - LAAC</p> <p>CW1705 Issue 3: Pre destruction business as usual file review process</p> <p>Judith Proctor, Chief Officer</p>	Medium	<p>CW1705 Issue 3.3b (H&SCP): Quality Assurance Process</p> <p>Started</p>	<p>A joint quality assurance process will be established between Business Support and Team Managers in Localities. The new Health and Social Care Partnership Chief Nurse and Head of Quality will be responsible for managerial oversight of the quality assurance processes, ensuring that lessons learned are fed back to the Localities and outcomes reported to the Clinical and Care Governance Committee for scrutiny and oversight.</p>	<p>Estimated Date: 30/06/2020</p> <p>Revised Date: 31/08/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty Angela Ritchie Louise McRae</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
116	<p>Payments and Charges</p> <p>CW1803 Payments and Charges Issue 4: Processing and recording Licensing Fees</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>CW1803 Rec. 4.1 - Procedures supporting processing and recording licencing fees</p> <p>Started</p>	<p>The Licensing Service processes approximately 21,000 applications per annum and the Internal Audit sample reviewed represents approximately 1% of the overall number of applications. Internal procedures will be reviewed to ensure that that they adequately cover the issues raised and all staff will receive refresher training to reinforce the importance of consistent application of the procedures. Longer term upgrades to the APP Civica Licensing system should also offer enhanced capability with mandatory sections for each licence type processed.</p>	<p>Estimated Date: 20/12/2019 Revised Date: 01/05/2020 No of Revisions 0</p>	<p>Alison Coburn Andrew Mitchell David Givan Gavin Brown George Gaunt Michael Thain Sandra Harrison</p>
117	<p>Payments and Charges</p> <p>CW1803 Payments and Charges Issue 4: Processing and recording Licensing Fees</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>CW1803 Rec. 4.2 - Quality checking</p> <p>Started</p>	<p>Licensing has existing assurance procedures for monitoring noncompliance with core procedures and processes. These will be reviewed to identify whether additional quality assurance is required proportionate to the level of risk. Any revision of the procedures will be focused on those aspects of the processes which present higher levels of legal risk and will use existing assurance data to identify areas that would benefit from more robust scrutiny. Longer term upgrades to the APP Civica Licensing should reduce the risks in this area. The review and proposed revision of assurance procedures will be agreed with Internal Audit to ensure that this risk is fully addressed.</p>	<p>Estimated Date: 20/12/2019 Revised Date: 01/05/2020 No of Revisions 0</p>	<p>Alison Coburn Andrew Mitchell David Givan Gavin Brown George Gaunt Grace McCabe Michael Thain Sandra Harrison</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
118	<p>Payments and Charges</p> <p>CW1803 Payments and Charges Issue 5: Processing and recording of Parking Permit fees</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>CW1803 Rec. 5.2 - Procedure for authorising payments</p> <p>Started</p>	<p>NSL Apply offers improved control mechanisms by automating many processes and tasks, including payments. These are currently not being used. Implementations of these controls, along with a formalised payment acceptance procedure will ensure correct payments are received and further reduce any anomalies. The payment acceptance procedure will confirm that the Council does not accept part payment for parking permits and only reduces the price when the applicant is a disabled persons' blue badge holder. The procedure will establish a quality assurance payment sampling processes for implementation across Business Support teams who administer parking permits.</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 01/08/2020</p> <p>No of Revisions 0</p>	<p>Alison Coburn David Givan Ewan Kennedy Gavin Brown Gavin Graham George Gaunt Michael Thain Sandra Harrison</p>
119	<p>Payments and Charges</p> <p>CW1803 Payments and Charges Issue 5: Processing and recording of Parking Permit fees</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>CW1803 Rec. 5.3 - Ongoing risk-based quality assurance</p> <p>Started</p>	<p>A quality assurance payment acceptance procedure will be developed to ensure the accuracy of parking permit payments. This process will be based on the Internal Audit recommendations.</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 01/08/2020</p> <p>No of Revisions 0</p>	<p>Alison Coburn David Givan Ewan Kennedy Gavin Brown Gavin Graham George Gaunt Michael Thain Sandra Harrison</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
120	<p>Payments and Charges</p> <p>CW1803 Payments and Charges Issue 5: Processing and recording of Parking Permit fees</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>CW1803 Rec. 5.4 - NSL income reconciliation</p> <p>Started</p>	<p>The recommendation is accepted. Financial reconciliations between the systems have commenced reinstatement. Work is underway to build a management information suite which will augment the control attributes of the reconciliation as a standalone mechanism.</p>	<p>Estimated Date: 28/02/2020</p> <p>Revised Date: 30/06/2021</p> <p>No of Revisions 3</p>	<p>Annette Smith Dougie Linton Gavin Graham Hugh Dunn John Connarty Layla Smith Michelle Vanhegan Susan Hamilton</p>
121	<p>Emergency Prioritisation & Complaints</p> <p>CW1806 Issue 1: ATEC 24 Operational Framework</p> <p>Judith Proctor, Chief Officer</p>	Medium	<p>CW1806 Issue 1.2(3): ATEC 24 Service Level Agreements - Partnership Protocol</p> <p>Started</p>	<p>3. A partnership protocol will be approved and implemented for the Fallen Uninjured Person Service to reflect the current operations, funding arrangements and any planned process improvements.</p>	<p>Estimated Date: 29/11/2019</p> <p>Revised Date: 01/03/2021</p> <p>No of Revisions 3</p>	<p>Angela Ritchie Craig ODonnell Tom Cowan</p>
122	<p>Emergency Prioritisation & Complaints</p> <p>CW1806 Issue 1: ATEC 24 Operational Framework</p> <p>Judith Proctor, Chief Officer</p>	Medium	<p>CW1806 Issue 1.1(6): ATEC 24 Review of Operational Processes - Response Recording</p> <p>Started</p>	<p>6. Roll out of handheld devices to allow automated reporting will be progressed.</p>	<p>Estimated Date:30/04/2020</p> <p>Revised Date:01/03/2021</p> <p>No of Revisions 1</p>	<p>Angela Ritchie Craig ODonnell Tom Cowan</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
123	<p>Emergency Prioritisation & Complaints</p> <p>CW1806: Issue 2: Third Party Service Provision - Health & Social Care Partnership</p> <p>Judith Proctor, Chief Officer</p>	Medium	<p>CW1806: Issue 2(1): SLAs - Third Party Service Provision</p> <p>Started</p>	<p>A review of the SLA for the ESCS is underway. It is likely the detail of the arrangements will differ considerably from what is currently included within the SLA. The review will, however, take into consideration the points noted above. The review of the SLA will include contributions from City of Edinburgh Council, Midlothian Council and East Lothian Council, and will be presented to the Edinburgh Health and Social Care Partnership Executive Management Team for review and approval.</p>	<p>Estimated Date: 30/11/2019</p> <p>Revised Date: 31/08/2021</p> <p>No of Revisions 4</p>	<p>Angela Ritchie Brian Henderson Colin Beck Tony Duncan</p>
Page 24 589	<p>Emergency Prioritisation & Complaints</p> <p>CW1806: Issue 2: Third Party Service Provision - Health & Social Care Partnership</p> <p>Judith Proctor, Chief Officer</p>	Medium	<p>CW1806: Issue 2(2): Partnership Protocol HSCP/Contact Centre</p> <p>Started</p>	<p>Agreed, once the SLA is finalised, a Partnership Protocol will be developed in conjunction with Customer Contact Centre colleagues.</p>	<p>Estimated Date: 28/02/2020</p> <p>Revised Date: 01/03/2021</p> <p>No of Revisions 2</p>	<p>Alison Roarty Angela Ritchie Craig ODonnell Tom Cowan</p>
125	<p>Homelessness Services</p> <p>CW1808 Issue 2: Homelessness data quality and performance reporting</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	High	<p>CW1808 Recommendation 2.1.5 - HIS alignment to Council's records retention policy and schedule.</p> <p>Started</p>	<p>2.1.5 - Records held within HIS will be managed within the Council's Records Retention Policy and Schedule. The ongoing management and deletion of historical records will form part of the data cleansing project as HIS migrates to Northgate.</p>	<p>Estimated Date: 31/10/2020</p> <p>Revised Date: 01/03/2021</p> <p>No of Revisions 0</p>	<p>Debbie Herbertson Emma Morgan Nichola Dadds Nicky Brown</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
126	Homelessness Services CW1808 Issue 2: Homelessness data quality and performance reporting Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities	High	CW1808 Recommendation 2.2.3 - Performance Reporting Started	2.2.3 - We will report performance information through a dashboard to the Housing and Economy Committee, officers are currently working with elected members to finalise the key performance indicators required.	Estimated Date: 31/01/2020 Revised Date: 31/03/2021 No of Revisions 2	Emma Morgan Nichola Dadds Nicky Brown
Page 27 590	Homelessness Services CW1808 Issue 3: Provision of homelessness advice and information Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities	Medium	CW1801 Recommendation 3.1.2: Updating homelessness information on website Started	3.1.2 - Following the engagement events with key stakeholders, the Council's website will be updated to include the information set out within the recommendation, and any other information relevant to key stakeholders. Webpages will be subject to regular review to ensure the information remains up to date and in line with policies and legislation.	Estimated Date: 30/04/2020 Revised Date: 31/03/2021 No of Revisions 3	Debbie Herbertson Nichola Dadds Nicky Brown
128	Homelessness Services CW1808 Issue 3: Provision of homelessness advice and information Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities	Medium	CW1801 Recommendation 3.1.3: Homelessness information leaflet Started	3.1.3 - Following the engagement events with key stakeholders, we will develop a leaflet for applicants based on the information set out above, and any other relevant information. The leaflet will be made available in all Council offices, locality offices, libraries, health centres, Citizen Advice Bureaus, charities and other local support and advice agencies.	Estimated Date: 30/04/2020 Revised Date: 30/06/2021 No of Revisions 1	Debbie Herbertson Nichola Dadds Nicky Brown

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
129	<p>Assurance Actions and Annual Governance Statements</p> <p>CW1903 Issue 1: Assurance Management Framework</p> <p>Andrew Kerr, Chief Executive</p>	High	<p>CW1903 Issue 1.1a: Develop and implement an assurance management framework</p> <p>Started</p>	Discussions will be held with Directors on the outcomes of the Internal Audit report, and they will be requested to establish their own processes to ensure that the risks associated with all open assurance findings are completely and accurately reflected in their 2020/21 divisional and directorate annual assurance statements.	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 28/02/2021</p> <p>No of Revisions 1</p>	<p>Chris Peggie Donna Rodger Gavin King Hayley Barnett Laura Callender Mirka Vybiralova</p>
Page 591	<p>Assurance Actions and Annual Governance Statements</p> <p>CW1903 Issue 1: Assurance Management Framework</p> <p>Andrew Kerr, Chief Executive</p>	High	<p>CW1903 Issue 1.1c: Develop and implement an assurance management framework</p> <p>Started</p>	An assurance management framework will be developed and implemented that covers the points raised by Internal Audit and includes: liaison with directorates to assess current and best practice; clearly defined roles and responsibilities for first line directorates and the second line Corporate Governance team; process flow; monitoring / reporting / closure requirements; an assessment of existing automated tools to determine whether they can support the process; issue guidance; The framework will be implemented and rolled out across Council divisions and directorates to support completion of the 2021/22 annual governance statement for inclusion in the Council's 31 March 2022 annual financial statements.	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 31/03/2021</p> <p>No of Revisions 1</p>	<p>Chris Peggie Donna Rodger Gavin King Hayley Barnett Laura Callender Mirka Vybiralova</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 592 of 61	<p style="text-align: center;">Life Safety</p> <p>CW1910 - Life safety: Issue 4 Housing Property Services – fire and water safety processes</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Low	<p>CW1910 Rec. 4.1.1 Housing Property Services – water risk assessments</p> <p style="text-align: center;">Started</p>	<p>1. The Scientific Services team have reviewed the comment above against current legislation and will implement the following refreshed approach: Rather than a rolling programme covering all 20,000 Housing Property Services (HPS) properties equally, different types of property are classed in different priority risk categories. The Council has responsibility for 44 multi storey blocks and 33 Sheltered Housing complexes. These properties are all classed as high risk and assessments will be carried out within the stated two-year period currently specified in the Council’s water policy, and then every two years going forward. The remaining properties on the Housing estate are considered low level priority and legislation states that these surveys should be undertaken over a five-year period. Risk assessments will be carried out on sample properties for these low risk properties. For example, in a street of 100 homes with 20 different house types, only 20 surveys would be required. 2. Providing that Housing Property Services as the risk owner allocate sufficient budget resource, Scientific Services are comfortable that this work will not put a strain on their current resources and as the approach adopted is in line with the Council’s Water Safety Policy and applicable regulations, there is no need to record completion in relevant divisional and directorate risk registers.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date:</p> <p>No of Revisions</p> <p style="font-size: 24pt;">0</p>	<p style="text-align: center;">Alison Coburn Gareth Barwell Jemma Tennant Robbie Beattie</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
132	<p>Unsupported Technology (Shadow IT) and End User Computing</p> <p>CW1914 Issue 1: Digital strategy and governance</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>CW1914 Rec 1.1 - Digital strategy development</p> <p>Started</p>	<p>The Council's digital strategy is currently being refreshed as part of the Adaptation and Renewal Programme and will include consideration of use of both networked and cloud-based systems solutions that are aligned with the Council's strategic and service delivery objectives and applicable security and compliance requirements. A separate cloud strategy will also be prepared as part of the overarching digital strategy that outlines the opportunities and risks associated with ongoing and future use of cloud-based shadow IT systems. The digital strategy will be developed following engagement and consultation with Council directorates; divisions; citizens; and other organisations (where required).</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 30/06/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty Heather Robb Layla Smith Michelle Vanhegan Nicola Harvey</p>
133	<p>H&SC Care Homes - Corporate Report</p> <p>A1.1: Care Homes Self Assurance Framework</p> <p>Judith Proctor, Chief Officer</p>	Medium	<p>A1.1: Care Homes Self Assurance Framework</p> <p>Started</p>	<p>A self-assurance framework will be designed and implemented that will validate effective operation of controls in place to manage these risks. The Health and Social Care Partnership Operations Manager will be accountable for development; implementation and ongoing operation of the framework. Development and implementation support will be requested from Business Support and Quality Assurance and Compliance.</p>	<p>Estimated Date: 30/06/2019</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 1</p>	<p>Angela Ritchie Jacqui Macrae</p>
134	<p>H&SC Care Homes - Corporate Report</p> <p>A2.3: Welfare Fund and Outings Funds</p>	Medium	<p>A2.3(2) Establishment of welfare fund committees</p>	<p>A working group has been established that will focus on welfare. The remit of the group will focus on welfare committees; constitutions; accounts; criteria and donations. 2 officers from</p>	<p>Estimated Date: 31/07/2018</p> <p>Revised Date: 01/05/2021</p>	<p>Angela Ritchie Jacqui Macrae</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
	Judith Proctor, Chief Officer		Started	the working group have been assigned responsibility to write and implement welfare guidelines.	No of Revisions 5	
135	H&SC Care Homes - Corporate Report A2.3: Welfare Fund and Outings Funds Judith Proctor, Chief Officer	Medium	A2.3(3) Production of annual accounts and review by welfare fund committee Started	A working group has been established that will focus on welfare. The remit of the group will focus on welfare committees; constitutions; accounts; criteria and donations. 2 officers from the working group have been assigned responsibility to write and implement welfare guidelines Task assigned to Business Officer for annual accounts and daily bookkeeping. Guidelines to be written for consistency.	Estimated Date: 31/07/2018 Revised Date: 01/05/2021 No of Revisions 4	Angela Ritchie Jacqui Macrae
Page 36 594	H&SC Care Homes - Corporate Report A3.1: Training Judith Proctor, Chief Officer	Medium	A3.1(1) Manager review of training Started	This will be included as part of a new monthly controls process to be implemented and monitored via completion of a monthly spreadsheet. A working group has been established to document all processes to be included.	Estimated Date: 30/06/2019 Revised Date: 01/05/2021 No of Revisions 3	Angela Ritchie Jacqui Macrae
137	H&SC Care Homes - Corporate Report A3.3: Performance & Attendance Management Judith Proctor, Chief Officer	Medium	A3.3(2) Health & Social Care Teams - 6 monthly and annual performance conversations Started	Health and Social Care Teams Will ensure that annual performance conversations (once completed) are recorded on the iTrent system.	Estimated Date: 30/06/2018 Revised Date: 01/05/2021 No of Revisions 5	Angela Ritchie Jacqui Macrae

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
138	H&SC Care Homes - Corporate Report A3.3: Performance & Attendance Management Judith Proctor, Chief Officer	Medium	A3.3(4) Health & Social Care Teams - quarterly review of absence and performance management Started	This is the responsibility of the Unit manager for their direct reports. The Business Support Officer will ensure that the Unit Manager is aware on a monthly basis for Domestic and Handymen reporting to them. The Business Support Officer is required to monitor and report through the Customer process on a monthly basis. The staff nurse / charge nurse to be appointed at Gylemuir will ensure that this is performed for all NHS staff.	Estimated Date: 30/06/2018 Revised Date: 01/05/2021 No of Revisions 3	Angela Ritchie Jacqui Macrae
139	H&SC Care Homes - Corporate Report A3.4: Agency Staffing Judith Proctor, Chief Officer	Medium	A3.4(2) Analysis of the agency staff and hours worked charges Started	The BSO will assist the UM (See A2.1). A paper is being presented to the Health and Social Care Senior Management Team week commencing 15th January 2018 that proposes a solution where information will be provided to Locality Managers who will prepare reports for Care Homes. If this solution is agreed, it will be implemented immediately.	Estimated Date: 31/03/2018 Revised Date: 01/05/2021 No of Revisions 4	Angela Ritchie Jacqui Macrae
140	H&SC Care Homes - Corporate Report A3.5: Adequacy of Resources Judith Proctor, Chief Officer	Medium	A3.5(1) Care Inspectorate Dependency Assessments requirements Started	Unit managers submit monthly reports to Cluster manager and Locality management team. Locality management team responsible for ensuring resource meets the demand based on dependency scoring.	Estimated Date: 31/01/2019 Revised Date: 01/05/2021 No of Revisions 5	Angela Ritchie Jacqui Macrae

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 596</p>	<p>Social Work Centre Bank Account Reconciliations</p> <p>Corporate Appointee Client Fund Management</p> <p>Judith Proctor, Chief Officer</p>	<p>High</p>	<p>Recommendation 1a - Health & Social Care</p> <p>Started</p>	<p>1. Health and Social Care: Given the considerable business support and social worker resources implications, the above recommendations will take time to design, implement and maintain. Business Support is resolving problem appointee arrangements as we go along, however, the backlog of reviews will need a programme management approach to rectify errors and support the governance required. In the meantime, associated risks will be added to the Partnership's risk register to monitor controls and progress on a monthly basis, given its high finding rating. Following the Care Home Assurance Review, the Partnership is developing a self-assurance control framework. Locality Managers have agreed for corporate appointee arrangements to be included in the assurance framework – which if found to be successful and useful, can be mirrored by the other applicable services in this report. Business Support is working on new guidelines for the administration of Corporate Appointeeship (e.g. new procedures, monthly checklists, etc.), which will support the effective delivery of the framework.</p>	<p>Estimated Date: 28/06/2019</p> <p>Revised Date: 01/08/2021</p> <p>No of Revisions 2</p>	<p>Alison Roarty Angela Ritchie Colin Beck Louise McRae Tony Duncan</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
142	Social Work Centre Bank Account Reconciliations Corporate Appointee Client Fund Management Judith Proctor, Chief Officer	High	2.2. Updating procedures to include an annual review of Corporate Appointee contracts Started	2. New guidelines will be written to ensure clarity of responsibilities. Sections will be included detailing Social Work; Business Support; and Transactions team responsibilities. The objective is to create and implement an end to end process that includes eligibility criteria, DWP processes and a full administrative process that will be applied centrally and across Locality offices; clusters; and hubs.	Estimated Date: 30/04/2018 Revised Date: 01/08/2021 No of Revisions 2	Alison Roarty Angela Ritchie Colin Beck Louise McRae Tony Duncan
143	Social Work Centre Bank Account Reconciliations Corporate Appointee Client Fund Management Judith Proctor, Chief Officer	High	Rec. 8 Business Support and Senior Social Worker - refresher training closing and reallocation of client fund accounts Started	8. Refresher training will be offered as part of the implementation of the new guidelines to all staff involved in the process, and recorded on staff training records. The training will also be incorporated into the new staff induction process.	Estimated Date: 31/05/2018 Revised Date: 01/08/2021 No of Revisions 3	Alison Roarty Angela Ritchie Colin Beck Louise McRae Tony Duncan

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
144 Page 598	Social Work Centre Bank Account Reconciliations Corporate Appointee Client Fund Management Judith Proctor, Chief Officer	High	Rec 1b - Business Support - review of Corporate Appointee processes Started	1. Business Support: Business Support will enable the review of current processes and guidelines in conjunction with Hub and Cluster Managers with sign off at the Locality Managers Forum. Business support will review all Corporate Appointee accounts and contact the relevant social worker, support worker or hub where the funds are over £16K for immediate review. Business support will advise social work when the funds exceed £16K where there is not a valid reason (for example, client deceased and social worker discussing estate with solicitor). Clarity on contact with DWP is being progressed and will be written into the new guidelines. Regular reporting will be introduced from the revised systems being implemented. This will be provided monthly at Senior Social Work level and annually for H&SC management	Estimated Date: 31/05/2018 Revised Date: 01/08/2021 No of Revisions 2	Alison Roarty Angela Ritchie Colin Beck Louise McRae Tony Duncan

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 599</p>	<p>Localities Operating Model</p> <p>1. Localities Governance and Operating Model</p> <p>Gillie Severin, Strategic Change Delivery Manager</p>	<p>High</p>	<p>1.1 Recommendation - Localities Operating Model Post Implementation Review</p> <p>Started</p>	<p>Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first finding below will be considered and implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 31/03/2023</p> <p>No of Revisions 2</p>	<p>Alison Coburn David Givan Donna Rodger Evelyn Kilmurry George Gaunt Jackie Irvine mike Avery Nichola Dadds Peter Strong Ruth Currie Sarah Burns</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 46 600	<p style="text-align: center;">Localities Operating Model</p> <p>1. Localities Governance and Operating Model</p> <p>Gillie Severin, Strategic Change Delivery Manager</p>	High	<p>1.2 Recommendation – Development and Delivery of Council Locality Improvement Plan Actions</p> <p style="text-align: center;">Started</p>	<p>Management response from the Place Directorate and Strategy and Communications It is recognised the Council’s localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first finding below will be considered and implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.</p>	<p>Estimated Date:31/03/2020</p> <p>Revised Date:31/03/2023</p> <p>No of Revisions2</p>	<p style="text-align: center;">Alison Coburn Alison Henry David Givan Donna Rodger Evelyn Kilmurry George Gaunt Michele Mulvaney Mike Avery Paul Lawrence Paula McLeay Peter Strong Sarah Burns</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 601	<p>Localities Operating Model</p> <p>1. Localities Governance and Operating Model</p> <p>Gillie Severin, Strategic Change Delivery Manager</p>	High	<p>1.3 Recommendation - Locality Service Delivery Performance Measures</p> <p>Started</p>	<p>Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first finding below will be considered and implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 31/03/2023</p> <p>No of Revisions 2</p>	<p>Alison Coburn Donna Rodger Evelyn Kilmurry Michele Mulvaney mike Avery Paula McLeay Peter Strong Sarah Burns</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 48 602	<p style="text-align: center;">Localities Operating Model</p> <p>1. Localities Governance and Operating Model</p> <p>Gillie Severin, Strategic Change Delivery Manager</p>	High	<p>1.4 Recommendation - Engagement with Council centralised divisions</p> <p style="text-align: center;">Started</p>	<p>Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first finding below will be considered and implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 31/03/2023</p> <p>No of Revisions 2</p>	<p>Alison Coburn David Givan Donna Rodger Evelyn Kilmurry George Gaunt mike Avery Peter Strong Sarah Burns</p>

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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 603</p>	<p>Localities Operating Model</p> <p>1. Localities Governance and Operating Model</p> <p>Gillie Severin, Strategic Change Delivery Manager</p>	<p>High</p>	<p>PL1801 1.5 Recommendation - Locality budget planning and financial management</p> <p>Started</p>	<p>Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first finding below will be considered and implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 31/03/2020</p> <p>No of Revisions 2</p>	<p>Alison Coburn Annette Smith Donna Rodger Evelyn Kilmurry Hugh Dunn John Connarty Michelle Vanhegan mike Avery Peter Strong Sarah Burns Susan Hamilton</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 50 604	<p style="text-align: center;">Localities Operating Model</p> <p>1. Localities Governance and Operating Model</p> <p>Gillie Severin, Strategic Change Delivery Manager</p>	High	<p>1.6 Recommendation - Risk Management</p> <p style="text-align: center;">Started</p>	<p>Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first finding below will be considered and implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.</p>	<p style="text-align: center;">Estimated Date:31/03/2020</p> <p style="text-align: center;">Revised Date:31/03/2023</p> <p style="text-align: center;">No of Revisions</p> <p style="text-align: center;">2</p>	<p>Alison Coburn David Givan Donna Rodger Evelyn Kilmurry George Gaunt Mike Avery Peter Strong Sarah Burns</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 605 ₁	<p>Localities Operating Model</p> <p>1. Localities Governance and Operating Model</p> <p>Gillie Severin, Strategic Change Delivery Manager</p>	High	<p>1.7 Recommendation - Succession Planning</p> <p>Started</p>	<p>Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first finding below will be considered and implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 31/03/2023</p> <p>No of Revisions 2</p>	<p>Alison Coburn David Givan Donna Rodger Evelyn Kilmurry George Gaunt mike Avery Peter Strong Sarah Burns</p>

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152 Page 606	Localities Operating Model 2. Oracle Financial System – Authorised Approval Limits Stephen Moir, Executive Director of Resources	Low	PL1801 2.1 - Authorisation Limits Review Started	A large-scale exercise, involving over 500 changes to the structure, was undertaken during the winter months realigning Place, taking into account changes relating to Transformation. A review of all Oracle Requisition Approvers for the department of Place has been initiated and is currently underway. More fundamentally, a rolling programme of all Oracle Requisition Approvers, across all divisions, has been reinstated. Prior to 2015 this was business as usual (BAU), however due to the proposed introduction of the enterprise resource planning solution and other budget cuts and staff reductions this was suspended. The significance of this regular review was recognised and reinstated in 2018. This will be rigorously implemented until firmly re-embedded as part of BAU across the business	Estimated Date: 26/06/2020 Revised Date: 31/05/2021 No of Revisions 1	Alison Henry Annette Smith Brenda Brownlee David Camilleri Hugh Dunn Layla Smith Michelle Vanhegan

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
<p>153</p> <p>Page 607</p>	<p>Planning and S75 Developer Contributions</p> <p>End to end developer contribution processes, procedures, and training</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	<p>High</p>	<p>PL1802 Iss 2 Rec 2.2 Quality Assurance</p> <p>Started</p>	<p>Planning has made significant progress on specific parts of the contributions process, and will deliver other improvements to this process to address the recommendations. The capture and tracking of the financial contributions will be performed using the Council's PPSL accounts receivable system. The Planning team's existing quality assurance process will be extended to include the end to end developer contributions process to be designed and applied as per recommendation 1. The quality assurance process will cover the areas recommended by Internal Audit at 1 to 4 above, including use of the Council's PPSL accounts receivable system to record and monitor financial contributions received ISO accreditors will also be requested to include the Developer contributions quality assurance process within the scope of their review which is scheduled for completion by October 2020.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Alison Coburn Alison Henry Annette Smith Bruce Nicolson David Leslie David Givan George Gaunt Graham Nelson Hugh Dunn Kevin McKee Michael Thain Michelle Vanhegan Nick Smith Rebecca Andrew</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
154	HMO Licensing PL1803 Issue 1 Licensing system - Data Integrity and Performance Issues Stephen Moir, Executive Director of Resources	High	PL1803 Issue 1.1 Project Plan Started	Response from Digital Services Digital Services resources have now been allocated to work with both the Licencing team and CGI to progress the change request for the upgrade to APP Civica CX, and this will involve developing a plan to support implementation of the system upgrade that includes details of all relevant activities to be completed and implementation timeframes. Response from Licencing The Place Directorate and Digital Services have made change requests for CGI to provide analysis on the business benefits, costs and risks of moving to the APP. These change requests are outstanding from CGI from 2018. Upon receipt of this analysis the Directorate will agree with the Resource Directorate a project plan for approval by senior managers,	Estimated Date: 20/12/2019 Revised Date: 31/03/2021 No of Revisions 3	Alison Roarty Grace McCabe Heather Robb Isla Burton Julie Rosano Layla Smith Michelle Vanhegan Nicola Harvey
155	HMO Licensing PL1803 Issue 2 - Collection and processing of HMO licence fees Paul Lawrence, Executive Director of Place and SRO	High	PL1803 Issue 2.1 BACs payment reference Started	It should be noted that measure is in place to ensure that no application is progressed without the required fee being reconciled. This reflects the statutory process and the need to ensure that the Council treats applications for a renewal lawfully unless the reconciliation process can evidence a payment has not been made. There is no evidence from directorate monitoring the level of income from HMOs licence applications which would demonstrate that fees are not being collected. Any unmatched fee not identified will in effect contribute to the Council's	Estimated Date: 30/03/2020 Revised Date: 05/10/2020 No of Revisions 1	Alison Coburn Andrew Mitchell David Givan George Gaunt Grace McCabe Isla Burton Michael Thain Sandra Harrison

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 609				<p>general revenue account and therefore there is no financial loss to the Council. The Internal Audit recommendation outlined above is not accepted as it not believed to be achievable. Therefore Licencing; Customer; and Finance will investigate potential solutions re the BACS issue, (including any potential scope for a technology solution) to address this risk. These options will be reviewed with Internal Audit and a longer-term solution identified and implemented. It has been agreed with Internal Audit that (once the solution has been identified) another audit finding will be raised that will monitor implementation of the solution to confirm that it is operating effectively. In the meantime, a statement will be added to the Licencing pages on the Council's external website and application forms advising customers of what reference must be used to successfully make a BACs payment.</p>		
156	<p style="text-align: center;">Road Services Improvement Plan</p> <p>PL1808 Issue 1. Roads Improvement Plan financial operating model and project governance</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>PL1808 - 1.1 Roads Service Improvement Plan review (including financial operating model)</p> <p style="text-align: center;">Started</p>	<p>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.</p>	<p>Estimated Date: 30/04/2020</p> <p>Revised Date: 01/09/2020</p> <p>No of Revisions 0</p>	<p>Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Nicole Fraser</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
157	<p>Road Services Improvement Plan</p> <p>PL1808 Issue 1. Roads Improvement Plan financial operating model and project governance</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>PL1808 - 1.2 Roads Service Improvement Plan approval</p> <p>Started</p>	<p>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.</p>	<p>Estimated Date: 31/07/2020</p> <p>Revised Date: 01/12/2020</p> <p>No of Revisions 0</p>	<p>Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Nicole Fraser</p>
Page 6 of 8	<p>Road Services Improvement Plan</p> <p>PL1808 Issue 2. Roads services performance monitoring and quality assurance</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>PL1808 - 2.1 Service Delivery Performance Monitoring</p> <p>Started</p>	<p>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.</p>	<p>Estimated Date: 31/07/2020</p> <p>Revised Date: 30/06/2021</p> <p>No of Revisions 1</p>	<p>Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Nicole Fraser</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 59 611	<p style="text-align: center;">Road Services Improvement Plan</p> <p>PL1808 Issue 2. Roads services performance monitoring and quality assurance</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>PL1808 - 2.2 Roads services quality assurance framework</p> <p style="text-align: center;">Started</p>	<p>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. 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. 3. A sampling regime will be designed and embedded for road defect repairs to ensure that repairs are fit for purpose and effective. 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.</p>	<p style="text-align: center;">Estimated Date: 30/06/2020</p> <p style="text-align: center;">Revised Date: 31/03/2021</p> <p style="text-align: center;">No of Revisions 1</p>	<p>Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Nicole Fraser Sean Gilchrist</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
160	Road Services Improvement Plan PL1808 Issue 3. Roads inspection, defect categorisation, and repairs Paul Lawrence, Executive Director of Place and SRO	Low	PL1808 - 3.2a) Inspector training and qualifications Started	1. Design and implement a training framework for all relevant Inspectors in line with the newly adopted 'Road Safety Inspection and Defect Categorisation Procedure'	Estimated Date: 31/01/2020 Revised Date: 01/06/2020 No of Revisions 0	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Nicole Fraser Sean Gilchrist
161	Road Services Improvement Plan PL1808 Issue 3. Roads inspection, defect categorisation, and repairs Paul Lawrence, Executive Director of Place and SRO	Low	PL1808 - 3.2b) Inspector training and qualifications Started	2. Ensure all relevant Inspectors are accredited by an appropriately accredited professional body.	Estimated Date: 31/08/2020 Revised Date: 01/01/2021 No of Revisions 0	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Nicole Fraser Sean Gilchrist
162	Road Services Improvement Plan PL1808 Issue 3. Roads inspection, defect categorisation, and repairs Paul Lawrence, Executive Director of Place and SRO	Low	PL1808 - 3.3 Management information for planned inspections Started	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	Estimated Date: 31/03/2020 Revised Date: 01/04/2021 No of Revisions 3	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Nicole Fraser Sean Gilchrist
163	Street Lighting and Traffic Signals Street Lighting and Traffic Signals: Process and quality assurance	Low	PL1810 Issue 3 - Rec 1 Operation and maintenance procedures Started	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	Estimated Date: 30/09/2019 Revised Date: 01/03/2021 No of Revisions 3	Alan Simpson Alison Coburn Claire Duchart David Givan Gareth Barwell Gavin Brown George Gaunt Lindsey McPhillips Mark

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
	documentation and training Paul Lawrence, Executive Director of Place and SRO			September 2019, whichever comes first.		LoveNicole FraserRobert MansellTony Booth
164	Street Lighting and Traffic Signals Street Lighting and Traffic Signals: Process and quality assurance documentation and training Paul Lawrence, Executive Director of Place and SRO	Low	PL1810 Issue 3: Rec 2 - Refresher training for existing employees Started	An essential Learning Matrix that specifies the refresher training that the team requires to complete on an ongoing basis has been developed and provided to Learning and Organisational Development for their review and feedback, with no response received as yet. The matrix will now be implemented, and employee training requirements will be assessed (and agreed) as part of the Annual Conversations.	Estimated Date: 20/12/2019 Revised Date: 01/04/2021 No of Revisions 6	Alan Simpson Alison Coburn Claire Duchart Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Lindsey McPhillips Mark Love Nicole Fraser Robert Mansell Tony Booth
165	Street Lighting and Traffic Signals Traffic Signals: Evidence of pre installation design and acceptance testing Paul Lawrence, Executive Director of Place and SRO	Low	PL1810 Issue 4: Rec 1 - Paperless testing checklist Started	A checklist will be introduced to record all factory and site acceptance testing and uploaded onto InView against the appropriate asset. The checklist will record engineer acceptance and review.	Estimated Date: 31/03/2020 Revised Date: 01/02/2021 No of Revisions 2	Alan Simpson Alison Coburn Claire Duchart Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Lindsey McPhillips Mark Love Nicole Fraser Robert Mansell Tony Booth

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
166	<p>Street Lighting and Traffic Signals</p> <p>Traffic Signals: Evidence of pre installation design and acceptance testing</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Low	<p>PL1810 Issue 4: Rec 2 - Guidance supporting testing checklist</p> <p>Started</p>	Workshop to be arranged to guide all relevant team members on the processes for completion and retention of the checklist.	<p>Estimated Date: 31/12/2019</p> <p>Revised Date: 01/02/2021</p> <p>No of Revisions 3</p>	<p>Alan Simpson</p> <p>Alison Coburn</p> <p>Claire Duchart</p> <p>Cliff Hutt</p> <p>David Givan</p> <p>Gareth Barwell</p> <p>Gavin Brown</p> <p>George Gaunt</p> <p>Lindsey McPhillips</p> <p>Mark Love</p> <p>Nicole Fraser</p> <p>Robert Mansell</p> <p>Tony Booth</p>
Page 6 of 14	<p>Street Lighting and Traffic Signals</p> <p>Traffic Signals: Evidence of pre installation design and acceptance testing</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Low	<p>PL1810 Issue4: Rec 3 - Checklist retention procedures</p> <p>Started</p>	Processes for the completion and retention of the checklist to be included in appropriate Operational Guide.	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 01/02/2021</p> <p>No of Revisions 2</p>	<p>Alan Simpson</p> <p>Alison Coburn</p> <p>Claire Duchart</p> <p>Cliff Hutt</p> <p>David Givan</p> <p>Gareth Barwell</p> <p>Gavin Brown</p> <p>George Gaunt</p> <p>Lindsey McPhillips</p> <p>Mark Love</p> <p>Nicole Fraser</p> <p>Robert Mansell</p> <p>Tony Booth</p>
168	<p>Drivers</p> <p>Recording and addressing driving incidents</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>Recording and addressing driving incidents Rec 2</p> <p>Started</p>	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;	<p>Estimated Date: 01/04/2019</p> <p>Revised Date: 31/12/2020</p> <p>No of Revisions 2</p>	<p>Adam Fergie</p> <p>Alison Coburn</p> <p>Claire Duchart</p> <p>David Givan</p> <p>Gareth Barwell</p> <p>George Gaunt</p> <p>Katy Miller</p> <p>Martin Young</p> <p>Nicole Fraser</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
						Scott Millar Steven Wright
169	<p>Asset Management Strategy</p> <p>Issue 1: Visibility and Security of Shared Council Property</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>Review of existing shared property</p> <p>Started</p>	A review of the office estate is underway by the Operational Estates team to identify third party users and approach them to seek appropriate leases or licences to allow them to occupy the premises and ensure the Council is appropriately reimbursed.	<p>Estimated Date: 31/10/2018</p> <p>Revised Date: 01/03/2026</p> <p>No of Revisions 3</p>	<p>Audrey Dutton</p> <p>Gohar Khan</p> <p>Layla Smith</p> <p>Lindsay Glasgow</p> <p>Michelle Vanhegan</p> <p>Peter Watton</p>
Page 615	<p>Certifications and Software Licenses</p> <p>RES1805 Licenses and Certificates: Issue 1 - Governance and Oversight</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES1805 CDS 1.1 Council - Governance and Oversight of Certificates and Licenses</p> <p>Started</p>	<p>Council: Both Digital Services Management and CGI agree that the issues relating to Certificates and Licenses must be addressed. Digital Services Management will: ensure improved Governance of the processes around this are undertaken, reporting any issues through the Executive Board; and ensure licenses are reduced/savings are realised where reduction or improved management of licenses is practicable.</p> <p>2. Although not directly part of this action, more explicit requirements and governance around certificates and licenses will form part of any new or revised outsourcing contract.</p>	<p>Estimated Date: 31/01/2020</p> <p>Revised Date: 01/11/2020</p> <p>No of Revisions 2</p>	<p>Alison Roarty</p> <p>Heather Robb</p> <p>Jackie Galloway</p> <p>Julie Rosano</p> <p>Laura Millar</p> <p>Layla Smith</p> <p>Michelle Vanhegan</p> <p>Nicola Harvey</p> <p>Stuart Skivington</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
171	<p>Certifications and Software Licenses</p> <p>RES1805 Licenses and Certificates: Issue 1 - Governance and Oversight</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES1805 CDS 1.2 CGI - Reporting and monitoring - Licenses and Certificates</p> <p>Started</p>	<p>CGI will Provide improved reporting on licenses and usage to Council Asset meetings. This will start no later than October 2019; At these meetings, also provide updates on certificate management, highlighting any service impact/incident reports caused by certificate issue; and Work with Council to provide a relevant update for the Partnership Board/Executive meeting on certificate and license management.</p>	<p>Estimated Date: 31/01/2020</p> <p>Revised Date: 01/11/2020</p> <p>No of Revisions 2</p>	<p>Alison Roarty Heather Robb Jackie Galloway Laura Millar Layla Smith Michelle Vanhegan Nicola Harvey Stuart Skivington</p>
Page 616 172	<p>Certifications and Software Licenses</p> <p>RES1805 Licenses and Certifications: Issue 2 - Ongoing management</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>RES1805 - CDS 2.1 Completeness and accuracy of license inventory reports</p> <p>Started</p>	<p>CGI will: Use the Microsoft SCCM Product to ensure that all software installed in appropriately licensed Ensure that the license report is reconciled back to source system data (where applicable) and gain Council confirmation that they are satisfied with the completeness and accuracy of the license inventory. Update the Council at the fortnightly asset meetings of any differences between installed and licensed software and agree a course of action e.g. removal, reduction in licenses, discussion with Services on usage This should start by the end of October 2019.</p>	<p>Estimated Date:31/01/2020</p> <p>Revised Date:01/11/2020</p> <p>No of Revisions 2</p>	<p>Alison Roarty Heather Robb Jackie Galloway Julie Rosano Laura Millar Layla Smith Michelle Vanhegan Nicola Harvey Stuart Skivington</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
173 Page 617	<p>Out of Support Technology and Public Sector Network Accreditation</p> <p>RES1807 - Issue 1: Public Services Network governance framework</p> <p>Stephen Moir, Executive Director of Resources</p>	Low	<p>RES1807 - 1.1 Public Services Network governance arrangements</p> <p>Started</p>	<p>Digital Services Management has recognised the need to review governance arrangements around PSN /Cybersecurity. This will include Adapting the Security Working Group (SWG) Assurance report, in conjunction with CGI, to be the single report for all security assurance and accreditation matters encompassing PNS, Cyber Essentials/Cyber Essentials Plus, PSCAP and progress against Internal Audit findings. Working with CGI to change the Security Management Plan to have separate fortnightly SWG meetings to cover Operations and Assurance: SWG Operations Group will review the Security Operations Centre (SOC) and Security Operations Reports (SOR)SWG Assurance Group will review Assurance, PSN, Cyber Essentials/Cyber Essentials Plus and Audit Actions. To enable this approach, we will work with the Commercial teams from CGI and the Council to ensure that this approach is acceptable under the terms of the Contract Ensuring that PSN risks are included and highlighted in the Public Sector Network Plan B report. These risks will also be added to the Council/CGI partnership security risk log and reviewed as part of this.</p>	<p>Estimated Date: 31/01/2020 Revised Date: 30/06/2021 No of Revisions 2</p>	<p>Alison Roarty Heather Robb Julie Rosano Layla Smith Michelle Vanhegan Mike Brown Nicola Harvey</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
174	<p>Cyber Security - Public Sector Action Plan</p> <p>RES1808: Issue 1: Critical Operational Cyber Security Controls</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES1808: Issue 1: Recommendation 1.2 - Cyber Essentials Accreditation</p> <p>Started</p>	<p>CGI completed a complete manual vulnerability scan of the estate in November 2018 Vulnerabilities identified from this scan are being resolved as part of the Public Services Network remediation action plan. CGI have been formally requested to implement automated vulnerability scanning as a service. To ensure this is in place in time for Cyber Essentials Plus accreditation this automated vulnerability scanning is targeted to be implemented by end of June 2019.</p>	<p>Estimated Date: 30/09/2019</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 2</p>	<p>Alison Roarty Heather Robb Layla Smith Michelle Vanhegan Mike Brown Nicola Harvey</p>
Page 618 175	<p>Supplier Management Framework and CIS Payments</p> <p>RES1809 Issue 2: Contracts and Grants Management Strategic Direction</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>RES1809 Issue 2.2: Contract Management Compliance Reviews</p> <p>Started</p>	<p>The C&GM team will design and implement a rolling programme of compliance reviews, focused on the Tier 1 and 2 contracts, this programme to take account of the limited resources in the team, and other ongoing work. The scope of these reviews will, as appropriate, include the recommendations above. Again, this work will be dependent upon active service area engagement and responsiveness, including for service areas to implement identified actions. It is to be noted, however, that the staffing resources in the C&GM team may not be sufficient to include all aspects referred to above, including follow-up and monitoring of implementation.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Annette Smith Gavin Brown Hugh Dunn Iain Strachan Layla Smith Michelle Vanhegan Mollie Kerr</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 76 619	<p>Supplier Management Framework and CIS Payments</p> <p>RES1809 Issue 2: Contracts and Grants Management Strategic Direction</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>RES1809 Issue 2.3: Project Governance supporting implementation of the Public Contracts Scotland Tendering technology system</p> <p>Started</p>	<p>This system is already well-established in other public sector partners, and supported by the Scottish Government, and has been identified by Scotland Excel as an appropriate e-solutions system to support contract and supplier management. Training sessions have already been held, including a day session focussed entirely on contract management functionality. All members of the team have had access to the system for a suitable period of time, to allow for learning on a test system and have built up a thorough knowledge of the system's capability to upload contract documentation. The mass upload of contract documentation is a key factor in the successful roll out of the system, and the team continues to get support from contemporary teams in Scottish Government and other public sector partners who have carried this out. Training sessions have been held with a number of contract managers across 4 directorates, focussing on 6 Tier 1 contracts, some with cross-directorate delivery. 40 suppliers have also been involved in the trial to date. The team are continuing to monitor the trial, with regular updates from contract managers and will use all lessons learned to prepare the project plan for full roll out of the system. The C&GM team will design and apply a suitable project management and governance framework to support PCS-T implementation. This will include</p>	<p>Estimated Date: 31/12/2020 Revised Date: 01/05/2021 No of Revisions 0</p>	<p>Annette Smith Gavin Brown Hugh Dunn Iain Strachan Layla Smith Michelle Vanhegan Mollie Kerr</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 620				<p>additional suitable system testing, and training for service area contract managers who would be using the system to store and access contract documentation. As stated above, the team is already also working with public sector partners, to identify best practice to assist the successful roll out the contract management module. Commercial and Procurement Services are already considering the possible adoption of PCS-T as the Council's eProcurement system, bringing an end to end approach to procurement and management of contracts. This work is continuing, and the PCS-T Working Group which has been established within Commercial and Procurement Services will take forward both aspects. If it is decided to adopt PCS-T for the Council's actual procurement processes, and not just contract management, then it is noted that the actual implementation of that would take longer, as there would be a greater direct impact upon other Council services.</p>		

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 621</p>	<p>Asset Management Strategy and CAFM system 18/19</p> <p>RES1813 Asset Management Strategy and CAFM: Issue 3 - Property and Facilities Management Data Completeness; Accuracy; and Quality</p> <p>Stephen Moir, Executive Director of Resources</p>	<p>High</p>	<p>3.1 Ensuring Data Completeness, Accuracy, and Quality</p> <p>Started</p>	<p>Current CAFM users have access to the operational data they need in the system to perform their roles and are also updating the CAFM system with new data. Whilst the vision is to have all property data in CAFM, the volume of property data that could be captured and recorded is near infinite, therefore property data that will retained in CAFM has to be focused on the effort and cost to collect versus the value it provides. The CAFM Business Case includes requirement for a Data Quality Manager, who will be the responsible data steward for Property and Facilities Management (P&FM) data. Their role is not necessarily to collect the data but to ensure rigor and control over it. This will involve ensuring regular reviews of data within the system and ensuring that data is managed and maintained in line with the established CAFM data hierarchy and agreed Council information management policies and procedures. Sharing data steward responsibilities across services is problematic, as they hold responsibility and accountability for the data under their remit. It would be highly unlikely that a data steward from another service would want to take on the additional accountability of data from P&FM. We recommend that P&FM establish their own data steward. The CAFM Business Case includes the delivery of a Data Quality Strategy for P&FM. The objective of the data quality strategy is to attribute</p>	<p>Estimated Date: 31/03/2016</p> <p>Revised Date: 01/08/2022</p> <p>No of Revisions 1</p>	<p>Alan Chim Andrew Field Audrey Dutton Brendan Tate Gohar Khan Layla Smith Michelle Vanhegan Peter Watton</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
Page 622 178				risk and value to the data maintained in the system. Additionally: data change processes and procedures that capture data processing and management in CAFM will be designed and implemented. processes for reviewing data quality, for example, review of condition survey data run in tandem with review of property data every five years, will be designed and implemented. data validation controls within CAFM will be applied; and data quality audit controls for individual data fields available in CAFM will be applied, and audit reports run at an appropriate frequency to identify any significant changes to key data.		
	<p>Asset Management Strategy and CAFM system 18/19</p> <p>RES1813 Asset Management Strategy and CAFM: Issue 3 - Property and Facilities Management Data Completeness; Accuracy; and Quality</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>3.2 Resolution of known data quality issues</p> <p>Started</p>	<p>A reconciliation of the two lists has been performed and there are no obvious discrepancies other than properties which are out with the scope of the survey team. The viability of establishing a referencing system for concessionary lets in the CAFM system will be explored. The volume and value of known concessionary lets across the Council Estate will form part of the Annual Investment Portfolio update which is reported to the Finance and Resources committee. There is an ongoing work stream looking at vacant and disposed properties and the systems updates required.</p>	<p style="text-align: center;">Estimated Date:31/03/2016</p> <p style="text-align: center;">Revised Date:01/08/2022</p> <p style="text-align: center;">No of Revisions:</p> <p style="text-align: center;">2</p>	<p>Alan ChimAndrew FieldAudrey DuttonBrendan TateGohar KhanGraeme McGartlandLayla SmithMichelle VanheganPeter Watton</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
179	Budget Setting and Management RES 1903 Issue 2: Budget setting and management processes Stephen Moir, Executive Director of Resources	Medium	RES 1903 Issue 2.1: Budget setting and management processes and timetable Started	Guidance will be developed for budget setting and management as described in the recommendation above and issued to support the 2021/22 budget setting process.	Estimated Date: 31/12/2020 Revised Date: 01/05/2021 No of Revisions 0	Alison Henry Annette Smith Emma Baker Hugh Dunn John Connarty Layla Smith Michelle Vanhegan
180	Budget Setting and Management RES 1903 Issue 2: Budget setting and management processes Stephen Moir, Executive Director of Resources	Medium	RES 1903 Issue 2.2: Clarity of roles and responsibilities Started	The respective roles and responsibilities for first line budget managers and second line Finance and Change Strategy teams in relation to the annual budget setting and ongoing budget management process will be clearly defined in a procedure document and communicated with documentation reflecting guidance on this matter issued by CIPFA.	Estimated Date: 31/12/2020 Revised Date: 01/05/2021 No of Revisions 0	Alison Henry Annette Smith Emma Baker Hugh Dunn John Connarty Layla Smith Michelle Vanhegan
181	Budget Setting and Management RES 1903 Issue 3: Continuous improvement: Lessons learned and customer feedback. Stephen Moir, Executive Director of Resources	Medium	RES 1903 Issue 3.2: Finance customer and staff feedback surveys Started	Finance will conduct customer and staff feedback exercises every two years. A feedback process will be developed and implemented that is aligned with the lessons learned methodology as described in recommendation 3.1. In addition, feedback from each exercise will be consolidated and used to generate improvement actions. The survey results and improvement actions will be reported to service managers and staff.	Estimated Date: 31/12/2020 Revised Date: 01/05/2021 No of Revisions 0	Alison Henry Annette Smith Hugh Dunn John Connarty Layla Smith Michelle Vanhegan

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributor
182 Page 624	Budget Setting and Management RES 1903 Issue 4: Training for budget managers Stephen Moir, Executive Director of Resources	Medium	RES 1903 Issue 4.1: Training for budget managers Started	Finance is not currently responsible for providing training for budget managers as this was centralised into, Learning and Development in 2016. However, following discussions earlier this year, it has been agreed that responsibility for budget managers training will transfer back from Learning and Development to Finance. Once these responsibilities have been transferred, Finance will establish a process to ensure that all first line budget managers have completed the two training modules with supporting checks performed to ensure that the training has been completed. Please note that the 'Evidence required to close' listed above is for indicative purposes only. During Internal Audit's review of any evidence submitted, further supporting evidence may be required to close the action. Evidence should be uploaded to TeamCentral as actions progress and no later than 10 working days before agreed implementation date. This will allow Internal Audit sufficient time to review the evidence.	Estimated Date: 30/09/2020 Revised Date: 31/12/2021 No of Revisions 1	Alison Henry Annette Smith Hugh Dunn John Connarty Layla Smith Michelle Vanhegan

Transport and Environment Committee

10am, Thursday, 17 June 2021

Internal Audit: Overdue Findings and Key Performance Indicators as at 27 April 2021 – 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 report to the Transport and Environment Committee for information.

Andrew Kerr

Chief Executive

Contact: Martin Scott / Natalie Le Couteur, Committee Services, Strategy and Communications Division, Chief Executive's Service

E-mail: martin.scott@edinburgh.gov.uk / Natalie.le.couteur@edinburgh.gov.uk

Referral Report

Internal Audit: Overdue Findings and Key Performance Indicators as at 27 April 2021 – referral from the Governance, Risk and Best Value Committee

2. Terms of Referral

- 2.1 On the 8 June 2021 the Governance, Risk and Best Value (GRBV) Committee considered a report on Internal Audit Overdue Findings and Key Performance Indicators as at 27 April 2021, which provided an overview of the status of the overdue Internal Audit (IA) findings as at 27 April 2021. A total of 100 open IA findings remained to be addressed across the Council as at 27 April 2021. This excluded open and overdue Internal Audit findings for the Edinburgh Integration Joint Board and the Lothian Pension Fund.
- 2.2 The Governance, Risk and Best Value Committee agreed:
- 2.2.1 To note the status of the overdue Internal Audit (IA) findings as at 27 April 2021.
- 2.2.2 To refer the report to the relevant Council Executive committees and the Edinburgh Integration Joint Board Audit and Assurance Committee for information in relation to the current Health and Social Care Partnership position.
- 2.2.3 To agree to provide a briefing note on progress of actions 28 and 29 - the Edinburgh Alcohol and Drug Partnership (EADP) – Contract Management to Members of the Governance Risk and best Value Committee.

3. Background Reading/ External References

- 3.1 [Governance, Risk and Best Value Committee – 8 June 2020 – Webcast](#)
- 3.2 Minute of the Governance, Risk and Best Value Committee – 8 June 2021

4. Appendices

Appendix 1 – report by the Chief Internal Auditor

Governance, Risk and Best Value Committee

10:00am, Tuesday, 8 June 2021

Internal Audit: Overdue Findings and Key Performance Indicators as at 27 April 2021

Item number
Executive/routine Executive
Wards
Council Commitments

1. Recommendations

- 1.1 It is recommended that the Committee:
- 1.1.1 notes the status of the overdue Internal Audit (IA) findings as at 27 April 2021; and,
 - 1.1.2 refers this paper to the relevant Council Executive committees and the Edinburgh Integration Joint Board Audit and Assurance Committee for information in relation to the current Health and Social Care Partnership position.

Lesley Newdall

Chief Internal Auditor

Legal and Risk Division, Resources Directorate

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Internal Audit: Overdue Findings and Key Performance Indicators as at 27 April 2021

2. Executive Summary

Progress with Closure of Open and Overdue Internal Audit Findings

- 2.1 Following the Corporate Leadership Team (CLT) decision to temporarily reallocate capacity within directorates to prioritise focus on the closure of IA findings in November 2020, IA has noted a steady increase in the number of overdue findings proposed for closure by management between December 2020 and March 2021 (KPI 4 in Appendix 1). However, this was offset by a reduction of the number of findings proposed for closure in April 2021.
- 2.2 It is important to note that the number of management actions associated with overdue IA findings passed to IA for review and potential closure (KPI 15 in Appendix 1) has remained fairly consistent, with a slight decrease evident between March and April 2021.
- 2.3 During the period 10 February 2021 to 27 April 2021 a total of 18 findings (5 open and 13 overdue) and 68 management actions have been closed following review by IA.
- 2.4 All 26 historic overdue findings reopened in June 2018 have now been closed.
- 2.5 There has also been a decrease in the number of management actions where the latest implementation date has been missed between March and April, although a significant increase was evident between February and March 2021 (KPI 16 in Appendix 1). This confirms that ongoing focus is required to ensure that future implementation dates are achieved and not missed.
- 2.6 There has been no significant change in the overall ageing profile of overdue findings in the last quarter (KPIs 8 to 11 in Appendix 1). Whilst the proportion of findings between three and six months old and more than one-year overdue have both increased, this is offset by a decrease in the proportion of findings less than three months old, and between six months and one year overdue.
- 2.7 Further detail on the monthly trends in open and overdue findings is included at Appendix 1.

Current Position as at 27 April 2021

- 2.8 A total of 100 open IA findings remain to be addressed across the Council as at 27 April 2021. This excludes open and overdue Internal Audit findings for the Edinburgh Integration Joint Board and the Lothian Pension Fund.
- 2.9 Of the 100 currently open IA findings:
- 2.9.1 a total of 37 (37%) are open, but not yet overdue;
 - 2.9.2 63 (63%) are currently reported as overdue as they have missed the final agreed implementation dates. This reflects an increase of 4% in comparison to the February 2021 position (59%).
 - 2.9.3 70% of the overdue findings are more than six months overdue, reflecting an increase of 2% in comparison to February 2021 (68%) with 19% aged between six months and one year and 51% more than one year overdue.
 - 2.9.4 evidence in relation to 13 of the 63 overdue findings is currently being reviewed by IA to confirm that it is sufficient to support closure; and,
 - 2.9.5 50 overdue findings still require to be addressed.
- 2.10 The number of overdue management actions associated with open and overdue findings where completion dates have been revised more than once since July 2018 is 64, reflecting a decrease of 10 when compared to the March 2021 position. This excludes the four-month date extension that was applied to reflect the impact of Covid-19.

Key Performance Indicators

- 2.11 Recognising the impacts of Covid-19, IA key performance indicators (KPIs) have not been applied to audits completed by IA during the 2020/21 plan year, however IA has noted an anecdotal increase in the time required to agree and finalise IA reports.
- 2.12 Key performance indicators will be reintroduced for audits completed during the 2021/22 plan year
- 2.13 It is also acknowledged that IA is currently taking longer to respond to increased volumes of requests to validate closure of management actions whilst progressing delivery of the 2020/21 and commencing delivery of the 2021/22 annual plan.

3. Background

- 3.1 Overdue findings arising from IA reports are reported monthly to the Corporate Leadership Team (CLT) and quarterly to the GRBV Committee.
- 3.2 This report specifically excludes open and overdue findings that relate to the Edinburgh Integration Joint Board (EIJB) and the Lothian Pension Fund (LPF). These are reported separately to the EIJB Audit and Assurance Committee and the Pensions Audit Sub-Committee respectively.

- 3.3 Each finding raised by IA in audit reports typically includes several management actions that are required to be delivered to address the risks identified. IA methodology requires all agreed management actions to be closed in order to close the finding.
- 3.4 The IA definition of an overdue finding is any finding where all agreed management actions have not been evidenced as implemented by management and validated as closed by IA by the date agreed by management and IA and recorded in relevant IA reports.
- 3.5 The IA definition of an overdue management action is any agreed management action supporting an open IA finding that is either open or overdue, where the individual action has not been evidenced as implemented by management and validated as closed by IA by the agreed date.
- 3.6 Where management considers that actions are complete and sufficient evidence is available to support IA review and confirm closure, the action is marked as 'implemented' by management on the IA follow-up system. When IA has reviewed the evidence provided, the management action will either be 'closed' or will remain open and returned to the relevant owner with supporting rationale provided to explain what further evidence is required to enable closure.
- 3.7 A 'started' status recorded by management confirms that the agreed management action remains open and that implementation progress ongoing.
- 3.8 A 'pending' status recorded by management confirms that the agreed management action remains open with no implementation progress evident to date.
- 3.9 An operational dashboard has been designed to track progress against the key performance indicators included in the IA Journey Map and Key Performance Indicators document that was designed to monitor progress of both management and Internal Audit with delivery of the Internal Audit annual plan. The dashboard is provided monthly to the Corporate Leadership Team to highlight any significant delays that could potentially impact on delivery of the annual plan.

4. Main report

- 4.1 As at 27 April 2021, there are a total of 100 open IA findings with 63 findings (63%) now overdue.
- 4.2 The movement in open and overdue IA findings during the period 10 February 2021 (reported to GRBV in March 2021) to 27 April 2021 is as follows:

Analysis of changes between 10/02/2021 and 27/04/2021				
	Position at 10/02/21	Added	Closed	Position at 27/04/21
Open	115	3	18	100

Overdue	68	8	13	63
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Historic Overdue Findings

4.3 The one final remaining medium rated historic overdue finding from the population of 26 historic findings that were reopened in 2018 was closed in March 2021.

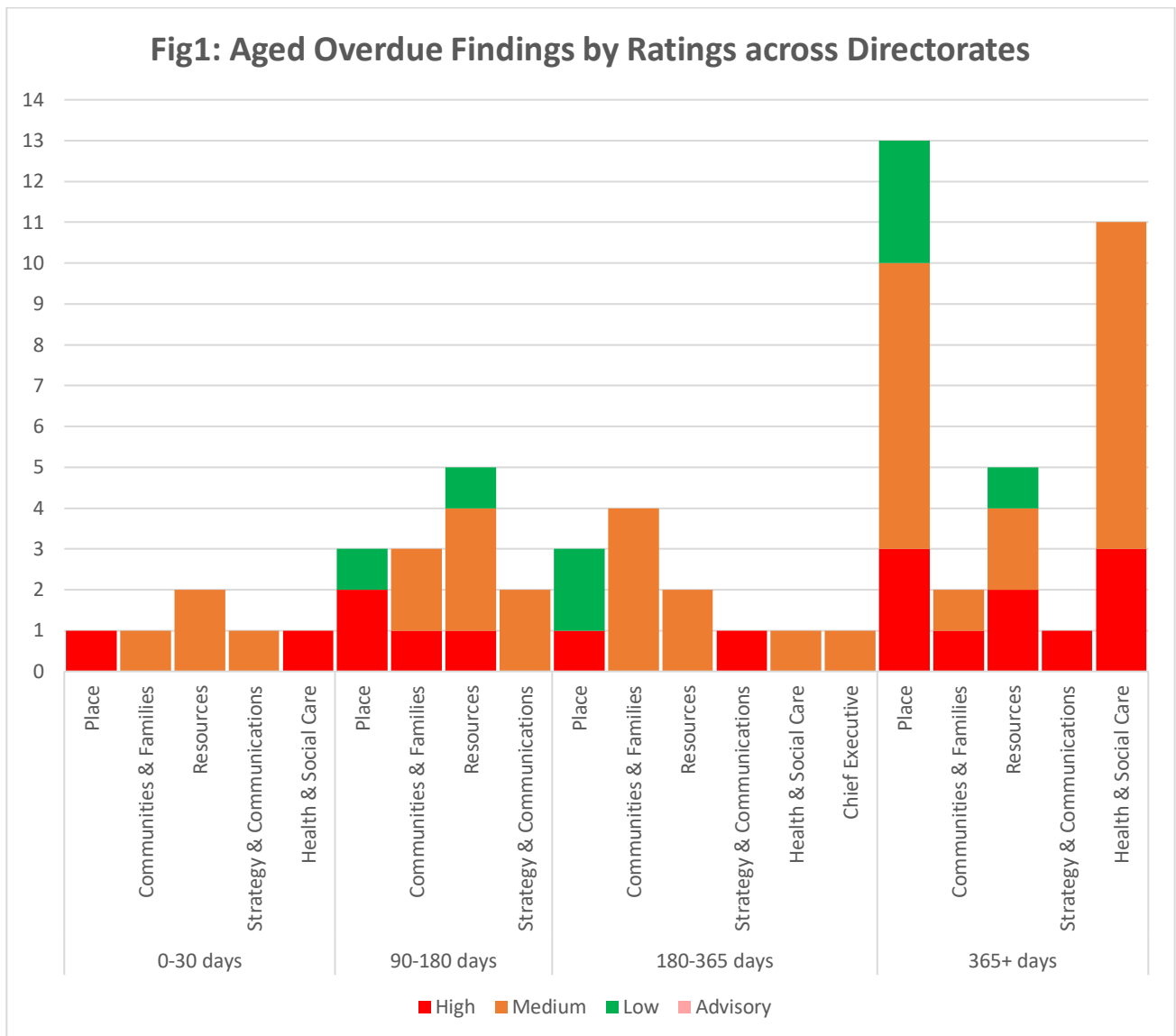
Overdue Findings

4.4 The 63 overdue findings comprise 18 High; 37 Medium; and 8 Low rated findings.

4.5 However, IA is currently reviewing evidence to support closure of 13 of these findings (3 High and 10 Medium), leaving a balance of 50 overdue findings (15 High; 27 Medium; and 8 Low) still to be addressed.

Overdue Findings Ageing Analysis

4.6 Figure 1 illustrates the ageing profile of all 63 overdue findings by rating across directorates as at 27 April 2021.



- 4.7 The analysis of the ageing of the 63 overdue findings outlined below highlights that Directorates made good progress in the last quarter with resolving findings overdue for less than three months and findings overdue between six months and one-year, as the proportion of those findings has decreased. However, this is offset by an increase in the proportion of findings overdue between three and six months and findings overdue for more than a year.
- 6 (10%) are less than 3 months (90 days) overdue, in comparison to 14% as at February 2021;
 - 13 (20%) are between 3 and 6 months (90 and 180 days) overdue, in comparison to 18% as at February 2021;
 - 12 (19%) are between 6 months and one year (180 and 365 days) overdue, in comparison to 24% as at February 2021; and,
 - 32 (51%) are more than one year overdue, in comparison to 44% as at February 2021.

Management Actions Closed Based on Management's Risk Acceptance

- 4.8 The following three management actions have been closed on the basis that management has retrospectively accepted either the full or residual elements of the risks highlighted by IA in original audit reports. These are:

4.8.1 Customer and Digital Services - Certification and Licences (High)

- Management has accepted the residual risk that the Council does not have a view of its full population of software application licences, and cannot determine whether these are sufficient; being used in line with supplier agreements; and whether additional licence costs should be incurred, or savings achieved due to licence shortages or surpluses.
- Management has advised that this is due to current and historic software and licence procurement processes applied across the Council.

4.8.2 Customer and Digital Services – CGI Sub-Contract Management (Medium)

- Management has accepted the risk that the performance of CGI sub-contractors who provide technology services is not proactively monitored to prevent potential incidents.
- Management has advised that this risk has been accepted as it is not currently possible to change the sub-contract management clauses in the CGI contract.

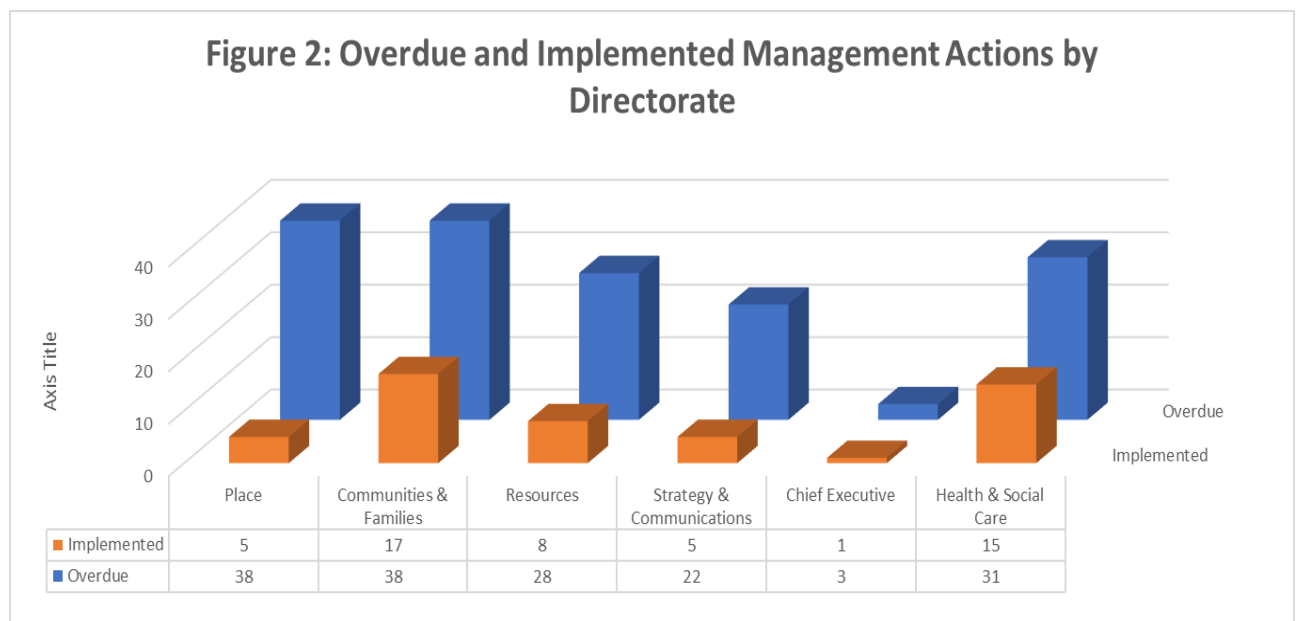
4.8.3 Health and Social Care – Emergency Prioritisation and Complaints (ATEC 24 Customer Engagement) (Low)

- Management has accepted the risks associated with obtaining customer feedback on the service, and using this as the basis to implement service improvements based on evidence provided that an alternative approach

is being adopted. Management has confirmed that the residual risk has been recorded on the service risk register.

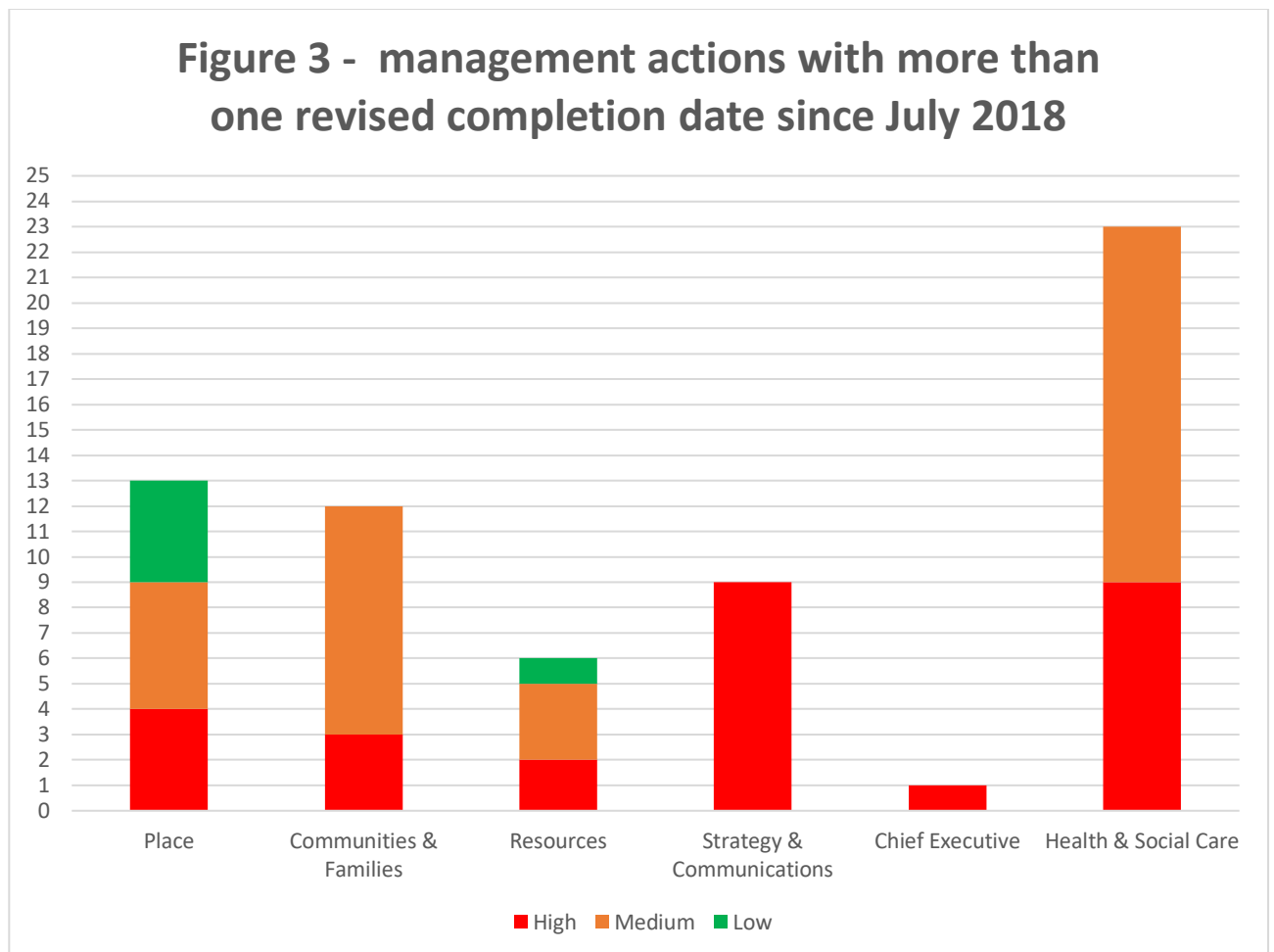
Agreed Management Actions Analysis

- 4.9 The 100 open IA findings are supported by a total of 269 agreed management actions. Of these, 160 (59%) are overdue as the completion timeframe agreed with management when the report was finalised has not been achieved. This reflects a 1% increase from the February 2021 position (58%).
- 4.10 Of the 160 overdue management actions, 51 (31.8%) have a status of 'implemented' and are currently with IA for review to confirm whether they can be closed, leaving a balance of 109 (68.1%) to be addressed.
- 4.11 Appendix 2 provides an analysis of the 160 overdue management actions highlighting:
- their current status as at 27 April 2021 with:
 - 51 implemented actions where management believe the action has been completed and it is now with IA for validation;
 - 92 started where the action is open, and implementation is ongoing; and,
 - 17 pending where the action is open with no implementation progress evident to date.
 - 82 instances (51%) where the latest implementation date has been missed; and
 - 64 instances (40%) where the implementation date has been revised more than once.
- 4.12 Figure 2 illustrates the allocation of the 160 overdue management actions across Directorates, which includes the 51 actions that are with IA for validation and review to confirm whether they can be closed.



Revised Implementation Dates

- 4.13 Figure 3 illustrates that there are currently 64 open management actions (including those that are overdue) across directorates where completion dates have been revised between one and five times since July 2018. This number excludes the automatic extension applied by IA to reflect the impact of Covid-19.
- 4.14 This reflects a decrease of 10 in comparison to the position reported in February 2021(74).
- 4.15 Of these 64 management actions, 28 are associated with High rated findings; 31 Medium; and 5 Low, with the majority of date revisions in Health and Social Care Partnership.



Key Performance Themes Identified from the IA Dashboard

- 4.16 The IA dashboard has not been applied in the current plan year as the Council continues to focus on its Covid-19 resilience response, and will be applied to support delivery of the 2021/22 IA annual plan. This dashboard will ensure that end to end transparency relating to audit performance, both from services and the IA team itself is reported upon.

5. Next Steps

- 5.1 IA will continue to monitor the open and overdue findings position, providing monthly updates to the CLT and quarterly updates to the Governance, Risk and Best Value Committee.

6. Financial impact

- 6.1 There are no direct financial impacts arising from this report, although failure to close findings and address the associated risks in a timely manner may have some inherent financial impact.

7. Stakeholder/Community Impact

- 7.1 If agreed management actions supporting closure of Internal Audit findings are not implemented, the Council will be exposed to the service delivery risks set out in the relevant Internal Audit reports. Internal Audit findings are raised as a result of control gaps or deficiencies identified during reviews therefore overdue items inherently impact upon effective risk management, compliance and governance.

8. Background reading/external references

- 8.1 [Internal Audit report - Historic Internal Audit Findings - May 2018 Committee - Item 7.3](#)
- 8.2 [Internal Audit: Overdue Findings and Key Performance Indicators at 30 October 2020 – Paper 8.3](#)

9. Appendices

- 9.1 Appendix 1 – Monthly Trend Analysis of IA Overdue Findings and Management Actions
- 9.2 Appendix 2 – Internal Audit Overdue Management Actions as at 27 April 2021

Appendix 1 - Monthly Analysis of IA Overdue Findings and Management Actions

		Overall Status Stable with limited change											
Key Performance Indicator (KPI)		07/12/2020		11/01/2021		10/02/2021		22/03/2021		27/04/2021		Trend	
IA Findings													
1	Open findings	123	100%	119	100%	115	100%	107	100%	100	100%	Not applicable	
2	Not yet due	59	48%	45	38%	47	41%	43	40%	37	37%	Not applicable	
3	Overdue findings	64	52%	74	62%	68	59%	64	60%	63	63%		
4	Overdue - IA reviewing	12	19%	17	23%	20	29%	18	28%	13	21%		
5	High Overdue	19	30%	23	31%	19	28%	17	27%	18	29%		
6	Medium Overdue	36	56%	41	55%	39	57%	38	59%	37	59%		
7	Low Overdue	9	14%	10	14%	10	15%	9	14%	8	13%		
8	<90 days overdue	11	17%	16	22%	10	15%	11	17%	6	10%		
9	90-180 days overdue	7	11%	9	12%	12	18%	10	16%	13	21%		
10	180-365 days overdue	21	33%	20	27%	16	24%	16	25%	12	19%		
11	>365 days overdue	25	39%	29	39%	30	44%	27	42%	32	51%		
Management Actions													
12	Open actions	364	100%	340	100%	315	100%	296	100%	269	100%	Not applicable	
13	Not yet due	175	48%	138	41%	133	42%	120	41%	109	41%	Not applicable	
14	Overdue actions	189	52%	202	59%	182	58%	176	59%	160	59%		
15	Overdue - IA reviewing	39	21%	52	26%	51	28%	61	35%	51	32%		
16	Latest date missed	60	32%	73	36%	76	42%	95	54%	82	51%		
17	Date revised > once	86	46%	82	41%	74	41%	71	40%	64	40%		
Trend Analysis - key													
		Adverse trend - action required											
		Stable with limited change											
		Positive trend with progress evident											
No trend analysis is performed on open findings and findings not yet due as these numbers will naturally increase when new IA reports are finalised													

Appendix 2 - Internal Audit Overdue Management Actions as at 27 April 2021

Glossary of terms

1. Project – This is the name of the audit report.
2. Owner – The Executive Director responsible for implementation of the action.
3. Issue Type – This is the priority of the audit finding, categorised as Critical; High; Medium; or Low
4. Issue – This is the name of the finding.
5. 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), and
 - **Implemented** (the service area believes the action has been Implemented and this is with Internal Audit for validation).
6. Agreed Management action – This is the action agreed between Internal Audit and Management to address the finding.
7. Estimated date – the original agreed implementation date.
8. Revised date – the current revised date. **Red** formatting in the dates field indicates the last revised date is overdue.
9. Number of revisions – the number of times the date has been revised since July 2018.
10. **Amber** formatting in the dates field indicates the date has been revised more than once.
11. Contributor – Officers involved in implementation of an agreed management action.

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Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
1	Asset Management Strategy Issue 1: Visibility and Security of Shared Council Property Stephen Moir, Executive Director of Resources	Medium	Review of existing shared property Started	A review of the office estate is underway by the Operational Estates team to identify third party users and approach them to seek appropriate leases or licences to allow them to occupy the premises and ensure the Council is appropriately reimbursed.	Estimated Date: 31/10/2018 Revised Date: 01/03/2026 No of Revisions 3	Audrey Dutton Gohar Khan Layla Smith Michelle Vanhegan Peter Watton

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
Page 638	<p>Asset Management Strategy and CAFM system 18/19</p> <p>RES1813 Asset Management Strategy and CAFM: Issue 3 - Property and Facilities Management Data Completeness; Accuracy; and Quality</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>3.1 Ensuring Data Completeness, Accuracy, and Quality</p> <p>Started</p>	<p>Current CAFM users have access to the operational data they need in the system to perform their roles and are also updating the CAFM system with new data. Whilst the vision is to have all property data in CAFM, the volume of property data that could be captured and recorded is near infinite, therefore property data that will be retained in CAFM has to be focused on the effort and cost to collect versus the value it provides. The CAFM Business Case includes requirement for a Data Quality Manager, who will be the responsible data steward for Property and Facilities Management (P&FM) data. Their role is not necessarily to collect the data but to ensure rigor and control over it. This will involve ensuring regular reviews of data within the system and ensuring that data is managed and maintained in line with the established CAFM data hierarchy and agreed Council information management policies and procedures. Sharing data steward responsibilities across services is problematic, as they hold responsibility and accountability for the data under their remit. It would be highly unlikely that a data steward from another service would want to take on the additional accountability of data from P&FM. We recommend that P&FM establish their own data steward. The CAFM Business Case includes the delivery of a Data Quality Strategy for P&FM. The objective of the data quality strategy is to attribute risk and value to the data maintained in the system. Additionally: data change processes and procedures that capture data processing and management in CAFM will be designed and Implemented. processes for reviewing data quality, for example, review of condition survey data run in tandem with review of property data every five years, will be designed and Implemented. data validation controls within CAFM will be applied; and data quality audit</p>	<p>Estimated Date: 31/03/2016</p> <p>Revised Date: 01/08/2022</p> <p>No of Revisions 1</p>	<p>Alan Chim</p> <p>Andrew Field</p> <p>Audrey Dutton</p> <p>Brendan Tate</p> <p>Gohar Khan</p> <p>Layla Smith</p> <p>Michelle Vanhegan</p> <p>Peter Watton</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
				controls for individual data fields available in CAFM will be applied, and audit reports run at an appropriate frequency to identify any significant changes to key data.		
3	<p>Asset Management Strategy and CAFM system 18/19</p> <p>RES1813 Asset Management Strategy and CAFM: Issue 3 - Property and Facilities Management Data Completeness; Accuracy; and Quality</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>3.2 Resolution of known data quality issues</p> <p>Started</p>	<p>A reconciliation of the two lists has been performed and there are no obvious discrepancies other than properties which are out with the scope of the survey team. The viability of establishing a referencing system for concessionary lets in the CAFM system will be explored. The volume and value of known concessionary lets across the Council Estate will form part of the Annual Investment Portfolio update which is reported to the Finance and Resources committee. There is an ongoing work stream looking at vacant and disposed properties and the systems updates required.</p>	<p>Estimated Date: 31/03/2016 Revised Date: 01/08/2022 No of Revisions 2</p>	<p>Alan Chim Andrew Field Audrey Dutton Brendan Tate Gohar Khan Graeme McGartland Layla Smith Michelle Vanhegan Peter Watton</p>
4	<p>Assurance Actions and Annual Governance Statements</p> <p>CW1903 Issue 1: Assurance Management Framework</p>	High	<p>CW1903 Issue 1.1c: Develop and implement an assurance management framework</p> <p>Started</p>	<p>An assurance management framework will be developed and Implemented that covers the points raised by Internal Audit and includes: liaison with directorates to assess current and best practice; clearly defined roles and responsibilities for first line directorates and the second line Corporate Governance team; process flow; monitoring / reporting / closure requirements; an assessment of existing automated tools to determine whether they can support the process; issue guidance; The framework will be Implemented and rolled out across Council divisions and directorates to support completion of the 2021/22</p>	<p>Estimated Date: 31/12/2020 Revised Date: 30/04/2021 No of Revisions 2</p>	<p>Chris Peggie Donna Rodger Gavin King Hayley Barnett Laura Callender Mirka Vybiralova</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
	Andrew Kerr, Chief Executive			annual governance statement for inclusion in the Council's 31 March 2022 annual financial statements.		
5	<p>Brexit impacts - supply chain management</p> <p>CW1905 Issue 1: Divisional and Directorate Brexit supply chain management risks</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	Medium	<p>CW1905 Rec. 1.1c: Communities and Families - Divisional and directorate supply chain management</p> <p>Implemented</p>	As discussed and agreed at the Corporate Leadership Team (CLT) on 29th July 2020, these findings will be Implemented as recommended by Internal Audit and in line with an earlier CLT decision (8 July 2020) that the most significant corporate concurrent risks (including Brexit supply chain risks) that could potentially impact the Council will be identified by October 2020. It is acknowledged that divisional and directorate supply chain risks will need to be identified to support this process.	<p>Estimated Date: 30/10/2020</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Andy Gray</p> <p>Bernadette Oxley</p> <p>Crawford McGhie</p> <p>Michelle McMillan</p> <p>Nichola Dadds</p> <p>Nickey Boyle</p>
6	<p>Brexit impacts - supply chain management</p> <p>CW1905 Issue 1: Divisional and Directorate Brexit supply chain management risks</p> <p>Judith Proctor, Chief Officer - HSCP</p>	Medium	<p>CW1905 Rec. 1.1d: Health and Social Care Partnership - Divisional and directorate supply chain management</p> <p>Implemented</p>	As discussed and agreed at the Corporate Leadership Team (CLT) on 29th July 2020, these findings will be Implemented as recommended by Internal Audit and in line with an earlier CLT decision (8 July 2020) that the most significant corporate concurrent risks (including Brexit supply chain risks) that could potentially impact the Council will be identified by October 2020. It is acknowledged that divisional and directorate supply chain risks will need to be identified to support this process.	<p>Estimated Date:30/10/2020</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Angela Ritchie</p> <p>Moira Pringle</p> <p>Tom Cowan</p> <p>Tony Duncan</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
7	<p>Brexit impacts - supply chain management</p> <p>CW1905 Issue 1: Divisional and Directorate Brexit supply chain management risks</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	Medium	<p>CW1905 Rec. 1.1e: Strategy and Communications - Divisional and directorate supply chain management</p> <p>Pending</p>	<p>As discussed and agreed at the Corporate Leadership Team (CLT) on 29th July 2020, these findings will be Implemented as recommended by Internal Audit and in line with an earlier CLT decision(8 July 2020) that the most significant corporate concurrent risks (including Brexit supply chain risks) that could potentially impact the Council will be identified by October 2020. It is acknowledged that divisional and directorate supply chain risks will need to be identified to support this process.</p>	<p>Estimated Date: 30/10/2020 Revised Date:</p> <p>No of Revisions 0</p>	<p>Andy Nichol Donna Rodger Gillie Severin Michael Pinkerton Paula McLeay</p>
8	<p>Brexit impacts - supply chain management</p> <p>CW1905 Issue 2: Brexit governance and risk management</p> <p>Andrew Kerr, Chief Executive</p>	Medium	<p>CW1905- Recom. 2.1a: Resilience team - Adequacy & effectiveness of the Brexit risk management & governance process</p> <p>Pending</p>	<p>Resilience presented a report on Brexit planning, preparedness and governance to the Corporate Leadership Team on 8 July and will subsequently be presented to the Policy and Sustainability Committee. This includes proposals for the cessation of the cross-party Brexit working group, with all Brexit resilience planning taken forward through the Council resilience group. The paper also proposes that the Council Incident Management Team (CIMT) considers Brexit alongside Covid-19, and includes Brexit as a standing item on CIMT agendas from September 2020. Once approved by the Policy and Sustainability Committee, these new governance arrangements will be Implemented. Resilience will coordinate review of the corporate Brexit risk register, in conjunction with the Commercial and Procurement Service and Corporate Risk Management teams for consideration at the CLT risk committee.</p>	<p>Estimated Date: 30/09/2020 Revised Date:</p> <p>No of Revisions 0</p>	<p>Donna Rodger Gavin King Mary-Ellen Lang</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
9	<p>Budget Setting and Management</p> <p>RES 1903 Issue 1: Savings proposals documentation and risk assessments</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES 1903 Issue 1.1: Savings proposals documentation and risk assessments</p> <p>Implemented</p>	<p>1. Savings plan and business case templates will both be reviewed to ensure that they align to major projects documentation. In addition, a procedural document will be created which details the amount and depth of documentation, which is required to support savings plans, based on outcomes of the prioritisation matrix assessment. 2. The Finance budget monitoring RAG (Red, Amber, Green) delivery risk assessment categories will each be formally defined, and consistently applied to all savings delivery progress updates provided to Directorate management teams, CLT, and service committees.</p>	<p>Estimated Date: 30/09/2020</p> <p>Revised Date: 01/02/2021</p> <p>No of Revisions 0</p>	<p>John Connarty Alison Henry Annette Smith Donna Rodger Emma Baker Hugh Dunn Layla Smith Michelle Vanhegan</p>
Page 642 10	<p>Budget Setting and Management</p> <p>RES 1903 Issue 2: Budget setting and management processes</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES 1903 Issue 2.1: Budget setting and management processes and timetable</p> <p>Started</p>	<p>Guidance will be developed for budget setting and management as described in the recommendation above and issued to support the 2021/22 budget setting process.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Alison Henry Annette Smith Emma Baker Hugh Dunn John Connarty Layla Smith Michelle Vanhegan</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
11	<p>Budget Setting and Management</p> <p>RES 1903 Issue 2: Budget setting and management processes</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES 1903 Issue 2.2: Clarity of roles and responsibilities</p> <p>Started</p>	<p>The respective roles and responsibilities for first line budget managers and second line Finance and Change Strategy teams in relation to the annual budget setting and ongoing budget management process will be clearly defined in a procedure document and communicated with documentation reflecting guidance on this matter issued by CIPFA.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Alison Henry</p> <p>Annette Smith</p> <p>Emma Baker</p> <p>Hugh Dunn</p> <p>John Connarty</p> <p>Layla Smith</p> <p>Michelle Vanhegan</p>
Page 649	<p>Budget Setting and Management</p> <p>RES 1903 Issue 3: Continuous improvement: Lessons learned and customer feedback.</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES 1903 Issue 3.1: Annual budget setting lessons learned methodology</p> <p>Started</p>	<p>A methodology for the lessons learned process will be developed and stated in a procedure document. This work will be performed through liaison between the Change Strategy Team and Finance. The methodology will include the requirements stated above.</p>	<p>Estimated Date: 31/05/2020</p> <p>Revised Date: 31/05/2021</p> <p>No of Revisions 1</p>	<p>John Connarty</p> <p>Alison Henry</p> <p>Annette Smith</p> <p>Donna Rodger</p> <p>Emma Baker</p> <p>Hugh Dunn</p> <p>Layla Smith</p> <p>Michelle Vanhegan</p>

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13	<p>Budget Setting and Management</p> <p>RES 1903 Issue 3: Continuous improvement: Lessons learned and customer feedback.</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES 1903 Issue 3.2: Finance customer and staff feedback surveys</p> <p>Started</p>	<p>Finance will conduct customer and staff feedback exercises every two years. A feedback process will be developed and Implemented that is aligned with the lessons learned methodology as described in recommendation 3.1. In addition, feedback from each exercise will be consolidated and used to generate improvement actions. The survey results and improvement actions will be reported to service managers and staff.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Alison Henry</p> <p>Annette Smith</p> <p>Hugh Dunn</p> <p>John Connarty</p> <p>Layla Smith</p> <p>Michelle Vanhegan</p>
14	<p>Budget Setting and Management</p> <p>RES 1903 Issue 4: Training for budget managers</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES 1903 Issue 4.1: Training for budget managers</p> <p>Started</p>	<p>Finance is not currently responsible for providing training for budget managers as this was centralised into, Learning and Development in 2016. However, following discussions earlier this year, it has been agreed that responsibility for budget managers training will transfer back from Learning and Development to Finance. Once these responsibilities have been transferred, Finance will establish a process to ensure that all first line budget managers have completed the two training modules with supporting checks performed to ensure that the training has been completed. Please note that the 'Evidence required to close' listed above is for indicative purposes only. During Internal Audit's review of any evidence submitted, further supporting evidence may be required to close the action. Evidence should be uploaded to TeamCentral as actions progress and no later than 10 working days before agreed implementation date. This will allow Internal Audit sufficient time to review the evidence.</p>	<p>Estimated Date:30/09/2020</p> <p>Revised Date:31/12/2021</p> <p>No of Revisions 1</p>	<p>Alison Henry</p> <p>Annette Smith</p> <p>Hugh Dunn</p> <p>John Connarty</p> <p>Layla Smith</p> <p>Michelle Vanhegan</p>

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Page 645	<p>CGI Partnership Management and Governance</p> <p>RE1904 Issue 1 - CGI Governance and performance management framework</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES1904 - Rec 1.1 Independent assurance</p> <p>Implemented</p>	<p>1. Whilst these areas are not covered as specific clauses in the current contract, management agrees that it is important to obtain independent assurance in relation to CGI operational performance, and will request provision of the following either within the terms of the current contract (if possible) or as part of the next contract refresh to support achievement of Scottish Government Cyber Essentials Plus Accreditation and ongoing compliance with the new Scottish Government public sector cyber framework: a) evidence of ongoing CGI International Organisation for Standardisation (ISO) accreditation for all standards relevant to the technology services delivered by CGI (for example ISO27001). b) completion of an annual independent IT health check regardless of CGI ISO accreditation outcomes that will provide additional assurance in relation to security and ongoing compliance with the current Scottish Government Cyber Essentials Plus Accreditation and new cyber security framework requirements. It is acknowledged that this will likely incur additional cost for the Council, however this may be offset by reduced Internal and External audit assurance costs where reliance can be placed on completion of the independent health check. c) the requirement for CGI to address any assurance findings raised with evidence provided to the Council to confirm their resolution. 2. Management accepts this risk on the basis that it is not possible to change the terms of the contract to include an increased number of contractually free audits to support provision of ongoing independent internal and external audit assurance.</p>	<p>Estimated Date: 31/03/2021</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Alison Roarty Heather Robb Jackie Galloway Layla Smith Michelle Vanhegan Nicola Harvey</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
16	CGI Partnership Management and Governance RE1904 Issue 1 - CGI Governance and performance management framework Stephen Moir, Executive Director of Resources	Medium	RES1904 - Rec 1.2 CGI governance framework Started	The governance framework has changed reflecting the Council's evolving technology needs and ongoing continuous feedback and improvement in delivery of CGI services, and some aspects of the governance framework detailed in the contract have become outdated. A governance document has been designed and agreed with CGI that includes all established partnership meetings and details their purpose; attendees; documents and information to be provided in advance of the meetings; and meeting agendas. The design of the current governance framework will be further considered as part of the next CGI contract refresh.	Estimated Date: 31/03/2021 Revised Date: No of Revisions 0	Alison Roarty Heather Robb Jackie Galloway Layla Smith Michelle Vanhegan Nicola Harvey
17	CGI Partnership Management and Governance RE1904 Issue 1 - CGI Governance and performance management framework Stephen Moir, Executive Director of Resources	Medium	RES1904 - Rec 1.3 Key performance indicators Started	Accepted. A review will be performed to determine which KPIs can be refreshed within the terms of the current contract, and all existing KPIs will be reviewed as part of the next contract refresh.	Estimated Date: 31/03/2021 Revised Date: No of Revisions 0	Alison Roarty Heather Robb Jackie Galloway Layla Smith Michelle Vanhegan Nicola Harvey

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
18	<p>Cyber Security - Public Sector Action Plan</p> <p>RES1808: Issue 1: Critical Operational Cyber Security Controls</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES1808: Issue 1: Recommendation 1.2 - Cyber Essentials Accreditation</p> <p>Started</p>	<p>CGI completed a complete manual vulnerability scan of the estate in November 2018. Vulnerabilities identified from this scan are being resolved as part of the Public Services Network remediation action plan. CGI have been formally requested to implement automated vulnerability scanning as a service. To ensure this is in place in time for Cyber Essentials Plus accreditation this automated vulnerability scanning is targeted to be implemented by end of June 2019.</p>	<p>Estimated Date: 30/09/2019 Revised Date: 01/05/2021 No of Revisions 2</p>	<p>Alison Roarty Heather Robb Layla Smith Michelle Vanhegan Mike Brown Nicola Harvey</p>
Page 647 19	<p>Digital Services Change Initiation</p> <p>CW1901 Change Initiation: Issue 1 - Inconsistencies in the change management processes</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>CW1901: Recommendation 1.2.1 - Review of service levels for CGI review and response to change requests</p> <p>Started</p>	<p>Service levels for CGI review of and responses to change requests will be reviewed and consideration given to implementing the following changes where this is possible within the terms of the current contract: creating bespoke service levels for individual complex change requests with any additional costs associated with bespoke service levels incorporated into the cost of the change request. Where bespoke service levels are agreed, a process will be established to ensure that these are communicated to both Digital Services and the change requestor. CGI and the Council will also consider and implement (if appropriate) an initial review of change requests to confirm that they are of an acceptable level of quality and include sufficient information to support an initial assessment of the requirement for a Data Privacy Impact Assessment prior to acceptance. Progress against delivery of both standard and bespoke service levels for CGI review of and response to change requests will continue to be monitored by both the Council and CGI via established governance processes.</p>	<p>Estimated Date: 31/12/2020 Revised Date: No of Revisions 0</p>	<p>Alison Roarty Derek Masson Heather Robb Jackie Galloway Layla Smith Michelle Vanhegan Nicola Harvey</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
20	<p>Digital Services Incident and Problem Management</p> <p>RES1907 Incident and Problem Management: Issue 1 - Next steps for incident resolution</p> <p>Stephen Moir, Executive Director of Resources</p>	Low	<p>RES1907 Recommendation 1.1.1 - Incident Reports</p> <p>Started</p>	Agreed – updates will be provided into the problem management records that feed into the Problem Review Board.	<p>Estimated Date:31/12/2020</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Alison Roarty</p> <p>Heather Robb</p> <p>Jackie Galloway</p> <p>Layla Smith</p> <p>Michelle Vanhegan</p> <p>Nicola Harvey</p> <p>Richard Burgess</p>
21	<p>Digital Services Incident and Problem Management</p> <p>RES1907 Incident and Problem Management: Issue 1 - Next steps for incident resolution</p> <p>Stephen Moir, Executive Director of Resources</p>	Low	<p>RES1907 Recommendation 1.1.2 - Partnership Board and Client Service Reports</p> <p>Started</p>	Agreed – the Client Service reports, and Partnership Board documents will be amended in relation to problem records to make reference to updates of the problem records being recorded in the Problem Review Board input.	<p>Estimated Date:</p> <p>31/12/2020</p> <p>Revised Date:</p> <p>No of Revisions</p> <p>0</p>	<p>Alison Roarty</p> <p>Heather Robb</p> <p>Jackie Galloway</p> <p>Layla Smith</p> <p>Michelle Vanhegan</p> <p>Nicola Harvey</p> <p>Richard Burgess</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
22	<p>Drivers</p> <p>Management and use of Driver Permits and fuel FOB cards</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>Management and use of Driver Permits and Fuel FOB cards Rec 4</p> <p>Started</p>	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;	<p>Estimated Date: 01/02/2019</p> <p>Revised Date: 31/08/2021</p> <p>No of Revisions 4</p>	<p>Alison Coburn Claire Duchart David Givan Gareth Barwell George Gaunt Katy Miller Martin Young Nicole Fraser Scott Millar Steven Wright</p>
Page 649	<p>Drivers</p> <p>Recording and addressing driving incidents</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>Recording and addressing driving incidents Rec 2</p> <p>Started</p>	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;	<p>Estimated Date: 01/04/2019</p> <p>Revised Date: 30/06/2021</p> <p>No of Revisions 3</p>	<p>Adam Fergie Alison Coburn Claire Duchart David Givan Gareth Barwell George Gaunt Katy Miller Martin Young Nicole Fraser Scott Millar Steven Wright</p>
24	<p>Drivers</p> <p>Recording and addressing driving incidents</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>Recording and addressing driving incidents Rec 3</p> <p>Started</p>	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;	<p>Estimated Date: 01/02/2019</p> <p>Revised Date: 31/10/2021</p> <p>No of Revisions 3</p>	<p>Adam Fergie Alison Coburn Claire Duchart David Givan Gareth Barwell George Gaunt Katy Miller Martin Young Nicole Fraser Scott Millar Steven Wright</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
25	<p>Drivers</p> <p>Recording and addressing driving incidents</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>Recording and addressing driving incidents</p> <p>Started</p>	<p>Six monthly reporting will be provided to the Corporate Leadership Team together with details of relevant actions taken.</p>	<p>Estimated Date: 01/10/2019 Revised Date: 01/12/2020 No of Revisions 1</p>	<p>Adam Fergie Alison Coburn Claire Duchart David Givan Gareth Barwell George Gaunt Katy Miller Martin Young Nicole Fraser Scott Millar Steven Wright</p>
Page 650 26	<p>Drivers - findings only report</p> <p>1: Completion of Driver Licence checks</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>1.2 - Agreed Management Action – Establish an accurate population of Council drivers</p> <p>Started</p>	<p>1. An e mail will be prepared and issued by the Executive Director of Place. This will include an explanation of the requirement for Council vocational and grey fleet drivers to complete and return the DVLA driver licence check permissions forms to Fleet Services and include a date for completion. The e mail will also reinforce the escalation process to be applied where that driving permission forms are not received and will confirm that driver permits will be revoked where completed forms are not returned on time. 2. Fleet services will engage with the Business Hub team within Strategy and Communications and to determine what support can be provided to enable effective resolution of the current position and the nature of ongoing support required. 3. This action is already in progress as a number of leavers have now been removed from the Fleet Services Tranman driver database. Once all permission forms have been received, a full reconciliation will be performed. Subsequent reconciliations will then be performed monthly and will be moved to quarterly if no significant issues are experienced. 4. Reports are currently received monthly from the Business Hub (Strategy and Communications) and Per Temps for agency workers,</p>	<p>Estimated Date: 01/11/2020 Revised Date: 01/03/2021 No of Revisions 0</p>	<p>Alison Coburn David Givan Gareth Barwell George Gaunt Nicole Fraser Scott Millar</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
Page 651				<p>but these include all leavers and do not specifically highlight those who are drivers. As part of our engagement with the Strategy and Communications Business Hub, we will determine whether leaver reports can be provided that include details of vocational and grey fleet drivers. If this is not possible, we will engage with Continuous Improvement to determine whether it is possible to design and implement an electronic process that compares the employee data in the leavers reports with the data retained in the Fleet Services Tranman driver database to identify those leavers who are drivers. If this is not possible, a manual comparison will continue to be performed and leavers who are drivers will be removed from the Tranman database and advised to Davis 5 and 6 - Once the data cleanse and reconciliation has been performed, the Council will have an accurate record of all known vocational, grey fleet, and agency drivers that details where checks have been performed and permits issued. The ongoing reconciliation to be performed at 2 above will ensure that this remains complete and accurate 7. E Davis will perform the licence checks as soon as permission forms are received by them. Davis also provides management information in relation to permissions that are due to expire. MI re permissions that are due to expire.</p>		

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
27	<p>Drivers - findings only report</p> <p>1: Completion of Driver Licence checks</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>1.3 - Driver permit revocation</p> <p>Started</p>	<p>1. A standard reminder e mail will be prepared by the Head of Place Development and issued to employees and their line managers where permission forms have not been received 10 days prior to their expiry. 2. The e mail will highlight that driver permits will be revoked if they are not received by the required date, and employees and line managers will be made aware that they are no longer eligible to drive for the Council and 9for vocational and agency drivers) that they are no longer covered by Council insurance. 3. and 4 Permits will be revoked where permission forms are not received on time and e mail confirmation provided to employees and line managers reminding them that they can no longer drive on behalf of the Council.</p>	<p>Estimated Date: 04/05/2020</p> <p>Revised Date: 29/01/2021</p> <p>No of Revisions 1</p>	<p>Alison Coburn David Givan Gareth Barwell George Gaunt Graeme Hume Nicole Fraser Scott Millar</p>
28	<p>Edinburgh Alcohol and Drug Partnership (EADP) – Contract Management</p> <p>Risk and Supplier Performance Management</p> <p>Judith Proctor, Chief Officer - HSCP</p>	High	<p>Rec 1 - Risk Management</p> <p>Started</p>	<p>A contracts management risk register will be developed describing, prioritising, and addressing risks to delivery. The risk register will be shared with and approved by the Core group by January 2018. The risk register will be refreshed quarterly and reviewed by the Core Group.</p>	<p>Estimated Date: 30/03/2018</p> <p>Revised Date: 01/03/2021</p> <p>No of Revisions 4</p>	<p>Angela Ritchie David Williams Tony Duncan</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
29	Edinburgh Alcohol and Drug Partnership (EADP) – Contract Management Key Person Dependency and Process Documentation Judith Proctor, Chief Officer - HSCP	Medium	Rec 5 - Records Management Policy Started	Records retention policy: Direction will be requested from the Information Governance team in relation to Records Management Policy requirements and how they should be applied to retention, archiving and destruction of contract management information. Any lessons learned will be shared with the Health and Social Care contracts management team.	Estimated Date:30/03/2018 Revised Date:01/02/2021 No of Revisions: 5	Angela RitchieDavid WilliamsTony Duncan
Page 653 30	Emergency Prioritisation & Complaints CW1806 Issue 1: ATEC 24 Operational Framework Judith Proctor, Chief Officer - HSCP	Medium	CW1806 Issue 1.1(2): ATEC 24 Review of Operational Processes - Call Prioritisation Implemented	2. Call prioritisation procedures will be designed and Implemented, including recording the rationale for call prioritisation and delivery of training to staff. A review schedule for these procedures will be Implemented with the last review date and date of next scheduled review clearly identifiable i.e. every 3 years.	Estimated Date: 29/11/2019 Revised Date: 01/02/2021 No of Revisions 2	Andy Jones Angela Ritchie Tom Cowan
31	Emergency Prioritisation & Complaints CW1806 Issue 1: ATEC 24 Operational Framework	Medium	CW1806 Issue 1.2(3): ATEC 24 Service Level Agreements - Partnership Protocol Implemented	3. A partnership protocol will be approved and Implemented for the Fallen Uninjured Person Service to reflect the current operations, funding arrangements and any planned process improvements.	Estimated Date: 29/11/2019 Revised Date: 01/03/2021 No of Revisions 3	Andy Jones Angela Ritchie Tom Cowan

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
	Judith Proctor, Chief Officer - HSCP					
32 Page 654	Emergency Prioritisation & Complaints CW1806 Issue 1: ATEC 24 Operational Framework Judith Proctor, Chief Officer - HSCP	Medium	CW1806 Issue 1.1(6): ATEC 24 Review of Operational Processes - Response Recording Implemented	6. Roll out of handheld devices to allow automated reporting will be progressed.	Estimated Date: 30/04/2020 Revised Date: 01/03/2021 No of Revisions 1	Andy Jones Angela Ritchie Tom Cowan
33	Emergency Prioritisation & Complaints CW1806 Issue 1: ATEC 24 Operational Framework Judith Proctor, Chief Officer - HSCP	Medium	CW1806 Issue 1.4(1): ATEC 24 Quality Assurance Framework - Methodology Implemented	1. A documented quality assurance process aligned to Technology Enabled Care Services Association (TSA) guidelines will be developed and communicated for call handling and response visits. The process will include quality assurance roles and responsibilities, frequency and scope of quality assurance checks, sampling methodologies to be applied.	Estimated Date: 30/04/2020 Revised Date: 01/02/2021 No of Revisions 2	Andy Jones Angela Ritchie Tom Cowan

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
34	<p>Emergency Prioritisation & Complaints</p> <p>CW1806 Issue 1: ATEC 24 Operational Framework</p> <p>Judith Proctor, Chief Officer - HSCP</p>	Medium	<p>CW1806 Issue 1.4(2): ATEC 24 Quality Assurance Framework - Application</p> <p>Implemented</p>	<p>2. Quality assurance outcomes will be linked to supervision and training and performance objectives, with regular one to ones scheduled to ensure action is taken to address any competence issues or gaps identified.</p>	<p>Estimated Date: 30/04/2020 Revised Date: 01/02/2021 No of Revisions 2</p>	<p>Andy Jones Angela Ritchie Tony Duncan</p>
Page 655	<p>Emergency Prioritisation & Complaints</p> <p>CW1806 Issue 1: ATEC 24 Operational Framework</p> <p>Judith Proctor, Chief Officer - HSCP</p>	Medium	<p>CW1806 Issue 1.4(3): ATEC 24 Quality Assurance Framework - Review</p> <p>Pending</p>	<p>3. Where systemic themes or trends are identified from quality assurance reviews, management will consider whether existing operational processes should be revisited.</p>	<p>Estimated Date: 30/04/2020 Revised Date: 01/05/2021 No of Revisions 1</p>	<p>Andy Jones Angela Ritchie Tom Cowan</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
36	<p>Emergency Prioritisation & Complaints</p> <p>CW1806: Issue 2: Third Party Service Provision - Health & Social Care Partnership</p> <p>Judith Proctor, Chief Officer - HSCP</p>	Medium	<p>CW1806: Issue 2(1): SLAs - Third Party Service Provision</p> <p>Started</p>	<p>A review of the SLA for the ESCS is underway. It is likely the detail of the arrangements will differ considerably from what is currently included within the SLA. The review will, however, take into consideration the points noted above. The review of the SLA will include contributions from City of Edinburgh Council, Midlothian Council and East Lothian Council, and will be presented to the Edinburgh Health and Social Care Partnership Executive Management Team for review and approval.</p>	<p>Estimated Date: 30/11/2019 Revised Date: 31/08/2021 No of Revisions 4</p>	<p>Angela Ritchie Brian Henderson Colin Beck Tony Duncan</p>
37	<p>Emergency Prioritisation & Complaints</p> <p>CW1806: Issue 2: Third Party Service Provision - Health & Social Care Partnership</p> <p>Judith Proctor, Chief Officer - HSCP</p>	Medium	<p>CW1806: Issue 2(2): Partnership Protocol HSCP/Contact Centre</p> <p>Started</p>	<p>Agreed, once the SLA is finalised, a Partnership Protocol will be developed in conjunction with Customer Contact Centre colleagues.</p>	<p>Estimated Date: 28/02/2020 Revised Date: 30/09/2021 No of Revisions 3</p>	<p>Alison Roarty Angela Ritchie Brian Henderson Colin Beck Lisa Hastie Tom Cowan</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
38	H&SC Care Homes - Corporate Report A1.1: Care Homes Self Assurance Framework Judith Proctor, Chief Officer - HSCP	Medium	A1.1: Care Homes Self Assurance Framework Implemented	A self-assurance framework will be designed and Implemented that will validate effective operation of controls in place to manage these risks. The Health and Social Care Partnership Operations Manager will be accountable for development; implementation and ongoing operation of the framework. Development and implementation support will be requested from Business Support and Quality Assurance and Compliance.	Estimated Date: 30/06/2019 Revised Date: 01/05/2021 No of Revisions 1	Angela Ritchie Jacqui Macrae
Page 657	H&SC Care Homes - Corporate Report A2.3: Welfare Fund and Outings Funds Judith Proctor, Chief Officer - HSCP	Medium	A2.3(2) Establishment of welfare fund committees Implemented	A working group has been established that will focus on welfare. The remit of the group will focus on welfare committees; constitutions; accounts; criteria and donations. 2 officers from the working group have been assigned responsibility to write and implement welfare guidelines.	Estimated Date: 31/07/2018 Revised Date: 01/05/2021 No of Revisions 5	Angela Ritchie Jacqui Macrae
40	H&SC Care Homes - Corporate Report A3.1: Training Judith Proctor, Chief Officer - HSCP	Medium	A3.1(1) Manager review of training Implemented	This will be included as part of a new monthly controls process to be Implemented and monitored via completion of a monthly spreadsheet. A working group has been established to document all processes to be included.	Estimated Date: 30/06/2019 Revised Date: 01/05/2021 No of Revisions 3	Angela Ritchie Jacqui Macrae
41	H&SC Care Homes - Corporate Report A3.3: Performance & Attendance Management	Medium	A3.3(2) Health & Social Care Teams - 6 monthly and annual performance conversations	Health and Social Care Teams Will ensure that annual performance conversations (once completed) are recorded on the iTrent system.	Estimated Date: 30/06/2018 Revised Date: 01/05/2021 No of	Angela Ritchie Jacqui Macrae

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
	Judith Proctor, Chief Officer - HSCP		Implemented		Revisions 5	
42	H&SC Care Homes - Corporate Report A3.3: Performance & Attendance Management Judith Proctor, Chief Officer - HSCP	Medium	A3.3(4) Health & Social Care Teams - quarterly review of absence and performance management Implemented	This is the responsibility of the Unit manager for their direct reports. The Business Support Officer will ensure that the Unit Manager is aware on a monthly basis for Domestic and Handymen reporting to them. The Business Support Officer is required to monitor and report through the Customer process on a monthly basis. The staff nurse / charge nurse to be appointed at Gylemuir will ensure that this is performed for all NHS staff.	Estimated Date:30/06/2018 Revised Date:01/05/2021 No of Revisions 3	Angela Ritchie Jacqui Macrae
43	H&SC Care Homes - Corporate Report A3.4: Agency Staffing Judith Proctor, Chief Officer - HSCP	Medium	A3.4(2) Analysis of the agency staff and hours worked charges Implemented	The BSO will assist the UM (See A2.1). A paper is being presented to the Health and Social Care Senior Management Team week commencing 15th January 2018 that proposes a solution where information will be provided to Locality Managers who will prepare reports for Care Homes. If this solution is agreed, it will be Implemented immediately.	Estimated Date: 31/03/2018 Revised Date: 01/05/2021 No of Revisions 4	Angela Ritchie Jacqui Macrae
44	H&SC Care Homes - Corporate Report A3.5: Adequacy of Resources Judith Proctor, Chief Officer - HSCP	Medium	A3.5(1) Care Inspectorate Dependency Assessments requirements Implemented	Unit managers submit monthly reports to Cluster manager and Locality management team. Locality management team responsible for ensuring resource meets the demand based on dependency scoring.	Estimated Date: 31/01/2019 Revised Date: 01/05/2021 No of Revisions 5	Angela Ritchie Jacqui Macrae

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
45	H&SC Care Homes - Corporate Report A2.3: Welfare Fund and Outings Funds Judith Proctor, Chief Officer - HSCP	Medium	A2.3(3) Production of annual accounts and review by welfare fund committee Started	A working group has been established that will focus on welfare. The remit of the group will focus on welfare committees; constitutions; accounts; criteria and donations. 2 officers from the working group have been assigned responsibility to write and implement welfare guidelines Task assigned to Business Officer for annual accounts and daily bookkeeping. Guidelines to be written for consistency.	Estimated Date: 31/07/2018 Revised Date: 01/05/2021 No of Revisions 4	Angela Ritchie Jacqui Macrae
Page 659	HMO Licensing PL1803 Issue 1 Licensing system - Data Integrity and Performance Issues Paul Lawrence, Executive Director of Place and SRO	High	PL1803 Issue 1.2 Escalation of system issues Implemented	The Place Directorate has previously reported on operational performance issues to the Regulatory Committee in 2018. The Place Directorate will include a full assessment of system issues with APP within a wider performance report due to be submitted to Regulatory Committee in the last quarter of 2019/20. This report will include an update on proposed project plan for APP Cx	Estimated Date: 31/03/2020 Revised Date: 31/03/2021 No of Revisions 1	Alison Coburn Andrew Mitchell David Givan George Gaunt Grace McCabe Isla Burton Michael Thain Sandra Harrison
47	HMO Licensing PL1803 Issue 2 - Collection and processing of HMO licence fees Paul Lawrence, Executive Director of Place and SRO	High	PL1803 Issue 2.1 BACs payment reference Started	It should be noted that measure are in place to ensure that no application is progressed without the required fee being reconciled. This reflects the statutory process and the need to ensure that the Council treats applications for a renewal lawfully unless the reconciliation process can evidence a payment has not been made. There is no evidence from directorate monitoring the level of income from HMOs licence applications which would demonstrate that fees are not being collected. Any unmatched fee not identified will in effect contribute to the Council's general revenue account and therefore there is no financial loss to the Council. The Internal Audit recommendation outlined above is not accepted as it not believed to be	Estimated Date: 30/03/2020 Revised Date: 05/10/2020 No of Revisions 1	Alison Coburn Andrew Mitchell David Givan George Gaunt Grace McCabe Isla Burton Michael Thain Sandra Harrison

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
Page 660 48				achievable. Therefore Licencing; Customer; and Finance will investigate potential solutions re the BACS issue, (including any potential scope for a technology solution) to address this risk. These options will be reviewed with Internal Audit and a longer-term solution identified and Implemented. It has been agreed with Internal Audit that (once the solution has been identified) another audit finding will be raised that will monitor implementation of the solution to confirm that it is operating effectively. In the meantime, a statement will be added to the Licencing pages on the Council's external website and application forms advising customers of what reference must be used to successfully make a BACs payment.		
	HMO Licensing PL1803 Issue 3 - Operational Performance and Reporting Paul Lawrence, Executive Director of Place and SRO	Medium	PL1803 Issue 3.6 HMO Key Performance Indicators and Performance Reporting Started	The Regulatory Committee were previously advised that HMO performance data would be excluded whilst the Licencing introduced the significant change of moving towards a three-year licensing system. Performance reports therefore only included Civic and Taxi data in the period 2015-2018. Licencing will be reporting to Regulatory Committee on the first cycle of three-year licencing for HMO's prior to the setting of Licencing Fees for 2020/21 in early 2020. The Directorate will include within that report relevant performance data and make recommendations for approval for performance targets ongoing performance targets.	Estimated Date: 31/01/2020 Revised Date: 01/06/2020 No of Revisions 0	Alison Coburn Andrew Mitchell David Givan George Gaunt Grace McCabe Isla Burton Michael Thain Sandra Harrison

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
49	Homelessness Services CW1808 Issue 3: Provision of homelessness advice and information Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities	Medium	CW1801 Recommendation 3.1.2: Updating homelessness information on website Implemented	3.1.2 - Following the engagement events with key stakeholders, the Council's website will be updated to include the information set out within the recommendation, and any other information relevant to key stakeholders. Webpages will be subject to regular review to ensure the information remains up to date and in line with policies and legislation.	Estimated Date: 30/04/2020 Revised Date: 31/03/2021 No of Revisions 3	Debbie Herbertson Nichola Dadds Nicky Brown
Page 661 50	Homelessness Services CW1808 Issue 2: Homelessness data quality and performance reporting Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities	High	CW1808 Recommendation 2.2.3 - Performance Reporting Started	2.2.3 - We will report performance information through a dashboard to the Housing and Economy Committee, officers are currently working with elected members to finalise the key performance indicators required.	Estimated Date: 31/01/2020 Revised Date: 31/08/2021 No of Revisions 3	Emma Morgan Nichola Dadds Nicky Brown
51	Homelessness Services CW1808 Issue 3: Provision of homelessness	Medium	CW1801 Recommendation 3.1.3: Homelessness information leaflet	3.1.3 - Following the engagement events with key stakeholders, we will develop a leaflet for applicants based on the information set out above, and any other relevant information. The leaflet will be made available in all Council offices, locality offices, libraries, health	Estimated Date:30/04/2020 Revised Date:30/06/2021	Debbie Herbertson Nichola Dadds Nicky Brown

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
	advice and information Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities		Started	centres, Citizen Advice Bureaus, charities and other local support and advice agencies.	No of Revisions1	
Page 662	Life Safety CW1910 - Life safety: Issue 4 Housing Property Services – fire and water safety processes Paul Lawrence, Executive Director of Place and SRO	Low	CW1910 Rec. 4.1.2 Housing Property Services – fire safety inspections in low rise properties Implemented	Housing Property Services will investigate the feasibility of implementing a technology solution to enable recording of the outcomes of fire inspections in low rise buildings where the Council has responsibility with Digital Services. If a solution is feasible, a change request for implementation of the new system will be prepared and submitted to CGI, the Council's technology partner.	Estimated Date: 18/12/2020 Revised Date: No of Revisions 0	Alison Coburn Alistair Latona Michael Thain Patricia Blore Willie Gilhooly
53	Life Safety CW1910 - Life safety: Issue 4 Housing Property Services – fire and water safety processes Paul Lawrence, Executive Director of Place and SRO	Low	CW1910 Rec. 4.1.1 Housing Property Services – water risk assessments Started	1. The Scientific Services team have reviewed the comment above against current legislation and will implement the following refreshed approach: Rather than a rolling programme covering all 20,000 Housing Property Services (HPS) properties equally, different types of property are classed in different priority risk categories. The Council has responsibility for 44 multi storey blocks and 33 Sheltered Housing complexes. These properties are all classed as high risk and assessments will be carried out within the stated two-year period currently specified in the Council's water policy, and then every two years going forward. The remaining properties on the Housing estate are considered low level priority and legislation states that	Estimated Date: 31/12/2020 Revised Date: No of Revisions 0	Alison Coburn Gareth Barwell Jemma Tennant Robbie Beattie

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
				these surveys should be undertaken over a five-year period. Risk assessments will be carried out on sample properties for these low risk properties. For example, in a street of 100 homes with 20 different house types, only 20 surveys would be required. 2. Providing that Housing Property Services as the risk owner allocate sufficient budget resource, Scientific Services are comfortable that this work will not put a strain on their current resources and as the approach adopted is in line with the Council's Water Safety Policy and applicable regulations, there is no need to record completion in relevant divisional and directorate risk registers.		
Page 663	Local Development Plan Financial Modelling Paul Lawrence, Executive Director of Place and SRO	High	Funding 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 F&R Committees Prepare update to Financial Model in line with next LDP project plan.	Estimated Date: 31/03/2018 Revised Date: 01/10/2020 No of Revisions 2	Alison Coburn Claire Duchart David Givan George Gaunt Kate Hopper Michael Thain Sandra Harrison
55	Local Development Plan Governance arrangements over infrastructure appraisals Paul Lawrence, Executive Director of Place and SRO	Medium	Infrastructure Governance arrangements 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)	Estimated Date: 31/03/2018 Revised Date: 01/10/2020 No of Revisions 2	Alison Coburn Claire Duchart David Givan George Gaunt Kate Hopper Michael Thain Sandra Harrison

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56 Page 664	Localities Operating Model 1. Localities Governance and Operating Model Gillie Severin, Strategic Change Delivery Manager	High	1.1 Recommendation - Localities Operating Model Post Implementation Review Started	Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first finding below will be considered and Implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and Implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.	Estimated Date: 31/03/2020 Revised Date: 31/03/2023 No of Revisions 2	Alison Coburn David Givan Donna Rodger Evelyn Kilmurry George Gaunt Jackie Irvine Nichola Dadds Ruth Currie Sarah Burns
57	Localities Operating Model 1. Localities Governance and Operating Model Gillie Severin, Strategic Change Delivery Manager	High	1.2 Recommendation – Development and Delivery of Council Locality Improvement Plan Actions Started	Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first	Estimated Date: 31/03/2020 Revised Date: 31/03/2023 No of Revisions 2	Alison Coburn Alison Henry David Givan Donna Rodger Evelyn Kilmurry George Gaunt Michele Mulvaney Paul Lawrence

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
				finding below will be considered and Implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and Implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.		Paula McLeay Sarah Burns
Page 665 58	Localities Operating Model 1. Localities Governance and Operating Model Gillie Severin, Strategic Change Delivery Manager	High	1.3 Recommendation - Locality Service Delivery Performance Measures Started	Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first finding below will be considered and Implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and Implemented. It has been agreed with Internal Audit	Estimated Date:31/03/2020 Revised Date:31/03/2023 No of Revisions2	Alison Coburn Donna Rodger Evelyn Kilmurry Michele Mulvaney Paula McLeay Sarah Burns

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
				that new management actions will be raised at that time to track implementation progress.		
Page 666	Localities Operating Model 1. Localities Governance and Operating Model Gillie Severin, Strategic Change Delivery Manager	High	1.4 Recommendation - Engagement with Council centralised divisions Started	Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first finding below will be considered and Implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and Implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.	Estimated Date: 31/03/2020 Revised Date: 31/03/2023 No of Revisions 2	Alison Coburn David Givan Donna Rodger Evelyn Kilmurry George Gaunt Sarah Burns

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60	Localities Operating Model 1. Localities Governance and Operating Model Gillie Severin, Strategic Change Delivery Manager	High	PL1801 1.5 Recommendation - Locality budget planning and financial management Started	Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first finding below will be considered and Implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and Implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.	Estimated Date: 31/03/2020 Revised Date: 31/03/2020 No of Revisions 2	Alison Coburn Annette Smith Donna Rodger Evelyn Kilmurry Hugh Dunn John Connarty Michelle Vanhegan Sarah Burns Susan Hamilton

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
61	Localities Operating Model 1. Localities Governance and Operating Model Gillie Severin, Strategic Change Delivery Manager	High	1.6 Recommendation - Risk Management Started	Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first finding below will be considered and Implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and Implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.	Estimated Date: 31/03/2020 Revised Date: 31/03/2023 No of Revisions 2	Alison Coburn David Givan Donna Rodger Evelyn Kilmurry George Gaunt Sarah Burns
62	Localities Operating Model 1. Localities Governance and Operating Model Gillie Severin, Strategic Change	High	1.7 Recommendation - Succession Planning Started	Management response from the Place Directorate and Strategy and Communications It is recognised the Council's localities operating model has not been fully effective and that oversight of locality performance and delivery of locality improvement plan actions could be improved. This is mainly attributable to the ambitious and complex design of the original localities operating model. The Localities operating model is in the process of being redesigned following dissolution of the Localities Committees as in February 2019, and the Internal Audit recommendations included in the first	Estimated Date:31/03/2020 Revised Date:31/03/2023 No of Revisions2	Alison Coburn David Givan Donna Rodger Evelyn Kilmurry George Gaunt Sarah Burns

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
	Delivery Manager			finding below will be considered and Implemented (where appropriate) in the design of the new model and incorporated within reporting provided to established Council executive committees that are responsible for oversight of service delivery across the localities and monitoring progress with delivery of LIP actions. Once the new locality model has been designed, details of the new design and implementation plan will be shared with Internal Audit by 31 March 2020 to demonstrate how their recommendations will be addressed and Implemented. It has been agreed with Internal Audit that new management actions will be raised at that time to track implementation progress.		
Page 669 ⁶³	Lone working HSC1902: Lone working - Development of detailed action plan Judith Proctor, Chief Officer - HSCP	High	HSC1902 Lone working - Issue 1: Development of detailed action plan Implemented	The Partnership working group will be established by the Head of Operations and a detailed action plan which covers all the recommendations within the report produced by 31 December 2020. The detailed plan will be reviewed by internal audit to confirm that it addresses all findings raised in this report, and individual management actions raised to support subsequent follow-up by internal audit to ensure that the control gaps identified have been effectively addressed. The implementation date of 28 February 2021 reflects time to work collaboratively with internal audit to agree this.	Estimated Date: 28/02/2021 Revised Date: No of Revisions 0	Angela Lindsay Mike Massaro- Mallinson Nikki Conway

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
64	<p>New Facilities Management Service Level Agreement</p> <p>RES1814 - Facilities Management SLA: Janitorial Services Governance Framework</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>RES1814 - Facilities Management SLA: Issue 1.1 Key Performance Indicators</p> <p>Implemented</p>	<p>A suite of KPI's is currently being developed in conjunction with the Communities & Families. While an element of these are service led, Facilities Management are keen to ensure a customer led component to these. These KPI's will be based on industry standards and will be linked to Facilities Management performance data and the outcomes of quality assurance reviews. Once agreed, KPI's will be communicated through training sessions, web updates and included in the SLA and janitorial handbook which is distributed both to staff and to our customers and key stakeholders. Monthly dashboards will be produced highlighting performance against indicators. These will be both for internal service use and for customer reporting.</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 01/08/2020</p> <p>No of Revisions 0</p>	<p>Audrey Dutton</p> <p>Gohar Khan</p> <p>Layla Smith</p> <p>Mark Stenhouse</p> <p>Michelle Vanhegan</p> <p>Peter Watton</p>
65	<p>New Facilities Management Service Level Agreement</p> <p>RES1814 - Facilities Management SLA: Janitorial Services Governance Framework</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>Facilities Management SLA: Issue 1.3 Ongoing quality assurance reviews</p> <p>Implemented</p>	<p>Ongoing quality assurance reviews will be established as described above. In addition to using these to measure the efficacy of our SLA delivery, these are required as part of the ISO 9001/45001 certification process and designed to give us comfort over the robustness of our policies, procedures and supporting documentation.</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 01/08/2021</p> <p>No of Revisions 1</p>	<p>Audrey Dutton</p> <p>Gohar Khan</p> <p>Layla Smith</p> <p>Mark Stenhouse</p> <p>Michelle Vanhegan</p> <p>Peter Watton</p>
66	<p>Out of Support Technology and Public Sector Network</p>	Low	<p>RES1807 - 1.1 Public Services Network governance</p>	<p>Digital Services Management has recognised the need to review governance arrangements around PSN /Cybersecurity. This will include Adapting the Security Working Group (SWG) Assurance report, in conjunction</p>	<p>Estimated Date: 31/01/2020</p> <p>Revised Date:</p>	<p>Alison Roarty</p> <p>Heather Robb</p> <p>Julie Rosano</p> <p>Layla Smith</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
Page 671	Accreditation RES1807 - Issue 1: Public Services Network governance framework Stephen Moir, Executive Director of Resources		arrangements Started	with CGI, to be the single report for all security assurance and accreditation matters encompassing PNS, Cyber Essentials/Cyber Essentials Plus, PSCAP and progress against Internal Audit findings. Working with CGI to change the Security Management Plan to have separate fortnightly SWG meetings to cover Operations and Assurance: SWG Operations Group will review the Security Operations Centre (SOC) and Security Operations Reports (SOR)SWG Assurance Group will review Assurance, PSN, Cyber Essentials/Cyber Essentials Plus and Audit Actions. To enable this approach, we will work with the Commercial teams from CGI and the Council to ensure that this approach is acceptable under the terms of the Contract Ensuring that PSN risks are included and highlighted in the Public Sector Network Plan B report. These risks will also be added to the Council/CGI partnership security risk log and reviewed as part of this.	30/06/2021 No of Revisions 2	Michelle Vanhegan Mike Brown Nicola Harvey
	67	Payments and Charges CW1803 Payments and Charges Issue 4: Processing and recording Licensing Fees Paul Lawrence, Executive Director of Place and SRO	Medium CW1803 Rec. 4.1 - Procedures supporting processing and recording licencing fees Started	The Licensing Service processes approximately 21,000 applications per annum and the Internal Audit sample reviewed represents approximately 1% of the overall number of applications. Internal procedures will be reviewed to ensure that that they adequately cover the issues raised and all staff will receive refresher training to reinforce the importance of consistent application of the procedures. Longer term upgrades to the APP Civica Licensing system should also offer enhanced capability with mandatory sections for each licence type processed.	Estimated Date: 20/12/2019 Revised Date: 01/05/2020 No of Revisions 0	Alison Coburn Andrew Mitchell David Givan Gavin Brown George Gaunt Michael Thain Sandra Harrison

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
68	<p>Payments and Charges</p> <p>CW1803 Payments and Charges Issue 5: Processing and recording of Parking Permit fees</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>CW1803 Rec. 5.2 - Procedure for authorising payments</p> <p>Started</p>	<p>NSL Apply offers improved control mechanisms by automating many processes and tasks, including payments. These are currently not being used. Implementations of these controls, along with a formalised payment acceptance procedure will ensure correct payments are received and further reduce any anomalies. The payment acceptance procedure will confirm that the Council does not accept part payment for parking permits and only reduces the price when the applicant is a disabled persons' blue badge holder. The procedure will establish a quality assurance payment sampling processes for implementation across Business Support teams who administer parking permits.</p>	<p>Estimated Date:31/03/2020</p> <p>Revised Date:01/08/2020</p> <p>No of Revisions 0</p>	<p>Alison Coburn</p> <p>David Givan</p> <p>Gavin Brown</p> <p>Gavin Graham</p> <p>George Gaunt</p> <p>Michael Thain</p> <p>Sandra Harrison</p>
69	<p>Payments and Charges</p> <p>CW1803 Payments and Charges Issue 5: Processing and recording of Parking Permit fees</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>CW1803 Rec. 5.3 - Ongoing risk-based quality assurance</p> <p>Started</p>	<p>A quality assurance payment acceptance procedure will be developed to ensure the accuracy of parking permit payments. This process will be based on the Internal Audit recommendations.</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 01/08/2020</p> <p>No of Revisions 0</p>	<p>Alison Coburn</p> <p>David Givan</p> <p>Gavin Brown</p> <p>Gavin Graham</p> <p>George Gaunt</p> <p>Michael Thain</p> <p>Sandra Harrison</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
70	<p>Payments and Charges</p> <p>CW1803 Payments and Charges Issue 5: Processing and recording of Parking Permit fees</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>CW1803 Rec. 5.4 - NSL income reconciliation</p> <p>Started</p>	<p>The recommendation is accepted. Financial reconciliations between the systems have commenced reinstatement. Work is underway to build a management information suite which will augment the control attributes of the reconciliation as a standalone mechanism.</p>	<p>Estimated Date: 28/02/2020</p> <p>Revised Date: 30/06/2021</p> <p>No of Revisions 3</p>	<p>Annette Smith Dougie Linton Gavin Graham Hugh Dunn John Connarty Layla Smith Michelle Vanhegan Susan Hamilton</p>
<p>Page 673</p> <p>71</p>	<p>Planning and S75 Developer Contributions</p> <p>End to end developer contribution processes, procedures, and training</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>PL1802 Iss 2 Rec 2.2 Quality Assurance</p> <p>Started</p>	<p>Planning has made significant progress on specific parts of the contributions process and will deliver other improvements to this process to address the recommendations. The capture and tracking of the financial contributions will be performed using the Council's PPSL accounts receivable system. The Planning team's existing quality assurance process will be extended to include the end to end developer contributions process to be designed and applied as per recommendation 1. The quality assurance process will cover the areas recommended by Internal Audit at 1 to 4 above, including use of the Council's PPSL accounts receivable system to record and monitor financial contributions received ISO accreditors will also be requested to include the Developer contributions quality assurance process within the scope of their review which is scheduled for completion by October 2020.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Alison Coburn Alison Henry Annette Smith Ben Wilson David Givan George Gaunt Graham Nelson Hugh Dunn Kevin McKee Kevin Ryan Michael Thain Michelle Vanhegan Nick Smith Rebecca Andrew</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
72	Policy Management Framework CE1902 Policy Management Framework Issue 1: Completeness and accuracy of Council policies and the online policy register Gavin King, Democracy, Governance and Resilience Senior Manager	High	CE1902 - 1.2c Policy Register review: Ongoing review of policy register – Strategy and Communications Implemented	A working group led by Strategy and Communications with representation from Internal Audit and each Directorate will be established to identify and implement a process to support timely review and upload of approved policies, and Integrated Impact Assessments (IIA) for inclusion within the online register. Following this, further actions to meet the recommendations will be communicated to all Directorates and Divisions.	Estimated Date: 30/11/2020 Revised Date: 31/12/2020 No of Revisions 1	Chris Peggie Donna Rodger Laura Callender Ross Murray
73	Policy Management Framework CE1902 Policy Management Framework Issue 3: Policy framework guidance Gavin King, Democracy, Governance and Resilience Senior Manager	Medium	CE1902 3.1a Policy framework – definitions for policies, procedures, and guidance Implemented	Clear definitions will be established for policies; procedures; and guidance and will reflect that policies outline the Council's response to legislation; regulations and statutory requirements, specifying what the Council will do to ensure compliance, whilst procedures and guidance detail how policy objectives will be achieved. The definitions will be agreed by the Corporate Leadership Team and The Policy and Sustainability Committee and will be communicated across all Council Directorates and Divisions.	Estimated Date: 31/10/2020 Revised Date: 01/03/2021 No of Revisions 0	Beth Hall Donna Rodger Kevin Wilbraham Laura Callender Ross Murray

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
74	Policy Management Framework CE1902 Policy Management Framework Issue 3: Policy framework guidance Gavin King, Democracy, Governance and Resilience Senior Manager	Medium	CE1902 3.1b Policy framework - First- and second-lines roles and responsibilities Implemented	Following the outcomes of the Working Group (see recommendation 1.2c), First line (directorate) and second line (Strategy and Communications) roles and responsibilities in relation to the policy management framework and confirmation of its ongoing application will be communicated across Directorates and Divisions and included in the guidance published on the Orb.	Estimated Date: 31/10/2020 Revised Date: 01/03/2021 No of Revisions 0	Donna Rodger Laura Callender Ross Murray
75	Policy Management Framework CE1902 Policy Management Framework Issue 3: Policy framework guidance Gavin King, Democracy, Governance and Resilience Senior Manager	Medium	CE1902 3.1c Policy framework - review of guidance, templates and orb pages Pending	Guidance and supporting templates on the Orb will be reviewed and refreshed to include links to agreed policy definitions and templates and the policy register and checks performed to confirm that these can be accessed.	Estimated Date: 31/10/2020 Revised Date: 01/03/2021 No of Revisions 0	Laura Callender Ross Murray

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
76	Policy Management Framework CE1902 Policy Management Framework Issue 1: Completeness and accuracy of Council policies and the online policy register Paul Lawrence, Executive Director of Place and SRO	High	CE1902 - 1.2b Policy Register review: Initial review of online policy register – Place Started	Following receipt of the Directorate policy register extract provided by Strategy and Communications, each Directorate will perform an initial review of their section of the policy register to identify out of date and draft documents. A status update will be provided to Strategy and Communications for each document currently published online, to confirm whether the published version is the most up to date approved version and no immediate action is required. is out of date but has been recently reviewed and reported to Committee in the annual policy assurance statement – a copy of the most recent version held by the Directorate or Division will then be sent to by Strategy and Communications for publication on the current online register. is out of date or in draft with no recently approved version available. Strategy and Communications will then remove the current online version from the online policy register and note that the document is being reviewed. Strategy and Communications will update the current online policy register on the basis of returns and Directorates will commence their wider policy review set out at 1.2d.	Estimated Date:31/01/2021 Revised Date:31/05/2021 No of Revisions1	Alison Coburn David Givan Gareth Barwell George Gaunt Karl Chapman Lindsay Robertson Michael Thain Veronica Wishart
77	Portfolio Governance Framework CE1801 Issue 1: Project and portfolio management and scrutiny Gillie Severin,	High	CE1801 Issue 1.4: Whole of life toolkit Pending	Strategic Change and Delivery will include guidance for project managers on whole life costing based on the approach adopted by finance	Estimated Date: 29/05/2020 Revised Date: 01/10/2020 No of Revisions 0	Alison Henry Annette Smith Donna Rodger Hugh Dunn Rebecca Andrew Simone Hislop

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
	Strategic Change Delivery Manager					
78	<p>PVG and Disclosures</p> <p>CF1904: Issue 2 - PVG processes and guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1904: Rec 2.1a - Updating PVG requirements for all roles</p> <p>Implemented</p>	All divisions will be requested to review and update lists of PVG related posts. Managers will also be reminded that PVG requirements for any new roles should be assessed and recorded on the divisional list.	<p>Estimated Date: 31/03/2021</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Bernadette Oxley Claire Thompson Jackie Irvine Laura Zanotti Nichola Dadds Nickey Boyle</p>
Page 677 79	<p>Records Management - LAAC</p> <p>CW1705 Issue 2: Review of additional files</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	Medium	<p>CW1705 Issue 2.1: Review of additional files</p> <p>Implemented</p>	The total volume of files at Westerhailes will be quantified. Once this has been completed, a risk-based sample approach will be applied to review the files and identify any that may have been merged.	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 31/03/2021</p> <p>No of Revisions 3</p>	<p>Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed John Arthur Louise McRae Nickey Boyle Nicola Harvey Ruth Currie Stephen Moir</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
80	<p>Records Management - LAAC</p> <p>CW1705 Issue 2: Review of additional files</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	Medium	<p>CW1705 Issue 2.2: Impact analysis</p> <p>Implemented</p>	<p>The outcomes of the review of additional files (as detailed at recommendation 2.1) will be shared with the Senior Responsible Officers together with an impact analysis detailing the resourcing and associated costs of including the files within the project scope, and recommendations made as to whether the scope of the project should be extended to include these files, or whether reliance should be placed on the new business as usual process to be Implemented as detailed at Finding 3. Where the decision is taken to include the potentially merged files within the scope of the project, they will be transferred across to the project team and logged for review. The project team will work to a completion 29 May with a date of 26 June for validation by Internal Audit.</p>	<p>Estimated Date: 26/06/2020</p> <p>Revised Date: 31/03/2021</p> <p>No of Revisions 4</p>	<p>Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed John Arthur Louise McRae Nickey Boyle Nicola Harvey Ruth Currie Stephen Moir</p>
81	<p>Records Management - LAAC</p> <p>CW1705 Issue 1: Project file review process</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	Medium	<p>CW1705 Issue 1.1: Review and Refresh of the project file review process.</p> <p>Implemented</p>	<p>Agreed actions will be Implemented as recommended by Internal Audit. The project team will work to an end of January date for implementation of the quality assurance within the project team with an end of February date for Internal Audit to review the process applied.</p>	<p>Estimated Date: 28/02/2020</p> <p>Revised Date: 31/12/2020</p> <p>No of Revisions 3</p>	<p>Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed John Arthur Louise McRae Nickey Boyle Nicola Harvey Ruth Currie Stephen Moir</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
82	<p>Records Management - LAAC</p> <p>CW1705 Issue 1: Project file review process</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	Medium	<p>CW1705 Issue 1.2: Process communication and training</p> <p>Implemented</p>	<p>Agreed actions will be Implemented as recommended by Internal Audit. The project team will work to an end of January date for implementation of quality assurance within the project team with an end of February date for Internal Audit to review the process applied.</p>	<p>Estimated Date: 28/02/2020</p> <p>Revised Date: 31/12/2020</p> <p>No of Revisions 2</p>	<p>Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed John Arthur Louise McRae Nickey Boyle Nicola Harvey Stephen Moir</p>
Page 679 83	<p>Records Management - LAAC</p> <p>CW1705 Issue 1: Project file review process</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	Medium	<p>CW1705 Issue 1.3: Quality assurance checks</p> <p>Started</p>	<p>Project management information will be monitored weekly to identify the volume of files that have been reviewed by the project team and an independent risk based quality assurance approach developed and Implemented that focuses on files that have not been 'split' by the project team, to confirm that they have been accurately classified as files that have not been merged prior to their return to Iron Mountain for archiving. Quality assurance sample sizes will be selected at the start of each week and will depend on the volumes of files reviewed by the project team and the relevant proportion of non-merged and merged files. Where merged files have been identified and split by the project team, a lighter touch approach involving peer reviews will be adopted to ensure that the project file review process has been consistently applied and appropriate actions Implemented. Quality assurance outcomes will be recorded and all significant errors (for example failure to identify merged files), areas of good practices, and areas for improvement will be shared with the project team. Availability of quality resource will be monitored throughout the project to ensure that it</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 31/03/2022</p> <p>No of Revisions 4</p>	<p>Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed John Arthur Louise McRae Nickey Boyle Nicola Harvey Ruth Currie Stephen Moir</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
				remains adequate to complete an appropriate number of QA reviews based on file outcomes. A retrospective sample of cases already reviewed by the project team will also be selected for retrospective review based on the approach outlined above. The project team will work to an end of February date for implementation of quality assurance within the project team with an end of March date for Internal Audit to review the process applied.		
Page 680	Records Management – LAAC CW1705 Issue 3: Pre destruction business as usual file review process Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities	Medium	CW1705 Issue 3.1: Pre destruction business as usual file review process Started	The pre destruction business as usual file review process is currently being developed and will cover all of the points recommended by Internal Audit. The process will be prepared by the end January 2020 and agreed with the Health and Social Care and Communities and Families Directorates by the end of February 2020.	Estimated Date:28/02/2020 Revised Date:30/06/2021 No of Revisions 5	Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed John Arthur Louise McRae Nickey Boyle Nicola Harvey Ruth Currie Stephen Moir

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
85	<p>Records Management - LAAC</p> <p>CW1705 Issue 3: Pre destruction business as usual file review process</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	Medium	<p>CW1705 Issue 3.2a (C&F): Communication and training</p> <p>Started</p>	<p>Children's Practice team managers have already been briefed regarding the outcomes of the audit and a refreshed process will soon be Implemented. The process will be co-produced with Business Support Team Managers, communicated and uploaded to the Orb. Given the scale of training to be provided, a CECiL based approach will be applied with support provided by Business Support and requested from Learning and Organisational Development (Human Resources), with divisions requested to track completion of the CECiL module. Locality Management teams will also receive face to face training on the new process.</p>	<p>Estimated Date: 30/06/2020 Revised Date: 31/08/2021 No of Revisions 3</p>	<p>Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed John Arthur Louise McRae Nickey Boyle Nicola Harvey Stephen Moir</p>
86	<p>Records Management - LAAC</p> <p>CW1705 Issue 3: Pre destruction business as usual file review process</p> <p>Judith Proctor, Chief Officer - HSCP</p>	Medium	<p>CW1705 Issue 3.2b (H&SCP): Communication and training</p> <p>Started</p>	<p>Health and Social Care will adopt a similar approach to Communities and Families with the new process communicated and uploaded to the Orb. A CECiL based approach will also be applied with support provided by Business Support and requested from Learning and Organisational Development (Human Resources), with completion of the CECiL module by the relevant teams tracked. Locality Management teams will also receive face to face training on the new process.</p>	<p>Estimated Date: 30/06/2020 Revised Date: 31/08/2021 No of Revisions 1</p>	<p>Alison Roarty Angela Ritchie Louise McRae</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
87	<p>Records Management - LAAC</p> <p>CW1705 Issue 3: Pre destruction business as usual file review process</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	Medium	<p>CW1705 Issue 3.3a (C&F): Quality assurance process</p> <p>Started</p>	<p>A joint risk-based quality assurance process will be established between Business Support and Team Managers in Localities. Quality assurance outcomes will be recorded, and learnings shared with team managers at Children's Practice Team meetings, enabling city wide service improvement actions to be identified and Implemented where appropriate.</p>	<p>Estimated Date: 30/06/2020</p> <p>Revised Date: 31/08/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty Ani Barclay Donna Rodger Freeha Ahmed John Arthur Louise McRae Nickey Boyle Nicola Harvey Ruth Currie Stephen Moir</p>
88	<p>Records Management - LAAC</p> <p>CW1705 Issue 3: Pre destruction business as usual file review process</p> <p>Judith Proctor, Chief Officer - HSCP</p>	Medium	<p>CW1705 Issue 3.3b (H&SCP): Quality Assurance Process</p> <p>Started</p>	<p>A joint quality assurance process will be established between Business Support and Team Managers in Localities. The new Health and Social Care Partnership Chief Nurse and Head of Quality will be responsible for managerial oversight of the quality assurance processes, ensuring that lessons learned are fed back to the Localities and outcomes reported to the Clinical and Care Governance Committee for scrutiny and oversight.</p>	<p>Estimated Date: 30/06/2020</p> <p>Revised Date: 31/08/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty Angela Ritchie Louise McRae</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
89	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Judith Proctor, Chief Officer - HSCP	High	Rec 6.1c H&SC - Review of third-party contracts to confirm appropriate resilience arrangements Implemented	Existing third-party contracts supporting critical services should be reviewed by Directorates in consultation with contract managers / owners to confirm that they include appropriate resilience arrangements. Where gaps are identified, Procurement Services should be engaged to support discussions with suppliers regarding inclusion of appropriate resilience clauses requiring third parties to establish adequate resilience arrangements for both services and systems that are tested (at least annually) with the outcomes shared with / provided to the Council. Where these changes cannot be incorporated into existing contracts, they should be included when the contracts are re tendered.	Estimated Date: 20/12/2019 Revised Date: 31/03/2021 No of Revisions 2	Angela Ritchie Jacqui Macrae
Page 683	Resilience BC Resilience responsibilities Judith Proctor, Chief Officer - HSCP	High	Rec 3.3 H&SC - Defining and allocating operational resilience duties Started	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.	Estimated Date: 20/12/2018 Revised Date: 30/06/2021 No of Revisions 6	Angela Ritchie Jacqui Macrae
91	Resilience BC Resilience responsibilities Judith Proctor, Chief Officer - HSCP	High	Rec 4.3 H&SC - Objectives for operational Resilience responsibilities Started	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	Estimated Date: 31/07/2019 Revised Date: 30/06/2021 No of Revisions 2	Angela Ritchie Jacqui Macrae

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
				Directorate and Council's annual governance statements.		
92	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Paul Lawrence, Executive Director of Place and SRO	High	Rec 3.1 a) Place - Development of Resilience Plans/protocols for statutory and critical services Started	Rebased action October 2020 Following a refresh of Business Impact Assessments and the new organisational structure, resilience plans/protocols will be developed, with support and training from Resilience, for high-risk essential services. A list of these services is to be provided by Resilience for approval by CLT. Date revised to 31 December 2022.	Estimated Date:19/06/2020 Revised Date:31/12/2022 No of Revisions1	Alison Coburn Claire Duchart David Givan Gareth Barwell Gavin King George Gaunt Karl Chapman Lindsay Robertson Mary-Ellen Lang Michael Thain
93	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Stephen Moir, Executive Director of Resources	High	Rec 3.1b Resources - Development of Resilience Plans/protocols for statutory and critical services Started	Rebased action October 2020 Following a refresh of Business Impact Assessments and the new organisational structure, resilience plans/protocols will be developed, with support and training from Resilience, for high-risk essential services. A list of these services is to be provided by Resilience for approval by CLT. Date revised to 31 December 2022.	Estimated Date: 19/06/2020 Revised Date: 31/12/2022 No of Revisions 1	Annette Smith Gavin King Hugh Dunn Katy Miller Layla Smith Mary-Ellen Lang Michelle Vanhegan Nick Smith Nicola Harvey Peter Watton

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
94	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Judith Proctor, Chief Officer - HSCP	High	Rec 3.1c H&SC - Development of Resilience Plans/protocols for statutory and critical services Started	Rebased action October 2020Following a refresh of Business Impact Assessments and the new organisational structure, resilience plans/protocols will be developed, with support and training from Resilience, for high-risk essential services. A list of these services is to be provided by Resilience for approval by CLT. Date revised to 31 December 2022.	Estimated Date: 19/06/2020 Revised Date: 31/12/2022 No of Revisions 1	Angela Ritchie Jacqui Macrae
Page 685 95	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities	High	Rec 3.1d C&F - Development of Resilience Plans/protocols for statutory and critical services Started	Rebased action October 2020Following a refresh of Business Impact Assessments and the new organisational structure, resilience plans/protocols will be developed, with support and training from Resilience, for high-risk essential services. A list of these services is to be provided by Resilience for approval by CLT. Date revised to 31 December 2022.	Estimated Date: 19/06/2020 Revised Date: 31/12/2022 No of Revisions 1	Donna Rodger Gavin King Laura Zanotti Mary-Ellen Lang Michelle McMillan Nichola Dadds Nickey Boyle Ruth Currie

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
96	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	High	<p>Rec 3.1e S&C - Development of Resilience Plans/protocols for statutory and critical services</p> <p>Started</p>	<p>Rebased action October 2020 Following a refresh of Business Impact Assessments and the new organisational structure, resilience plans/protocols will be developed, with support and training from Resilience, for high-risk essential services. A list of these services is to be provided by Resilience for approval by CLT. Date revised to 31 December 2022.</p>	<p>Estimated Date: 19/06/2020 Revised Date: 31/12/2022 No of Revisions 1</p>	<p>Donna Rodger Mary-Ellen Lang</p>
97	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>Rec 6.1a Place - Review of third-party contracts to confirm appropriate resilience arrangements</p> <p>Started</p>	<p>Existing third-party contracts supporting critical services should be reviewed by Directorates in consultation with contract managers / owners to confirm that they include appropriate resilience arrangements. Where gaps are identified, Procurement Services should be engaged to support discussions with suppliers regarding inclusion of appropriate resilience clauses requiring third parties to establish adequate resilience arrangements for both services and systems that are tested (at least annually) with the outcomes shared with / provided to the Council. Where these changes cannot be incorporated into existing contracts, they should be included when the contracts are re tendered.</p>	<p>Estimated Date: 20/12/2019 Revised Date: 31/03/2021 No of Revisions 3</p>	<p>Alison Coburn Annette Smith Claire Duchart David Givan Gareth Barwell George Gaunt Hugh Dunn Iain Strachan Karl Chapman Lindsay Robertson Mary-Ellen Lang Michael Thain Mollie Kerr</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
98	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities	High	Rec 6.1d C&F - Review of third-party contracts to confirm appropriate resilience arrangements Started	Existing third-party contracts supporting critical services should be reviewed by Directorates in consultation with contract managers / owners to confirm that they include appropriate resilience arrangements. Where gaps are identified, Procurement Services should be engaged to support discussions with suppliers regarding inclusion of appropriate resilience clauses requiring third parties to establish adequate resilience arrangements for both services and systems that are tested (at least annually) with the outcomes shared with / provided to the Council. Where these changes cannot be incorporated into existing contracts, they should be included when the contracts are re tendered.	Estimated Date: 20/12/2019 Revised Date: 31/03/2021 No of Revisions 2	Annette Smith Hugh Dunn Iain Strachan Mary-Ellen Lang Michelle McMillan Mollie Kerr Nichola Dadds Nickey Boyle Ruth Currie
99	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Gavin King, Democracy, Governance and Resilience Senior Manager	High	Rec 6.1e S&C - Review of third-party contracts to confirm appropriate resilience arrangements Started	Existing third-party contracts supporting critical services will be reviewed by Directorates in consultation with contract managers / owners to confirm that they include appropriate resilience arrangements. Where gaps are identified, Procurement Services will be engaged to support discussions with suppliers regarding inclusion of appropriate resilience clauses requiring third parties to establish adequate resilience arrangements for both services and systems that are tested (at least annually) with the outcomes shared with / provided to the Council. Where these changes cannot be incorporated into existing contracts, they will be included when the contracts are re tendered and critical service plans should be documented and communicated by Corporate Resilience.	Estimated Date: 20/12/2019 Revised Date: 31/03/2021 No of Revisions 2	Annette Smith Donna Rodger Hugh Dunn Iain Strachan Mary-Ellen Lang Mollie Kerr

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
100	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>Rec 6.2a Place - Annual assurance from Third Party Providers</p> <p>Started</p>	<p>Following receipt of initial assurance from all third-party providers for statutory and critical services (as per rec 6.1), annual assurance that provider resilience plans remain adequate and effective should be obtained. This should include confirmation from the provider that they have tested these plans and recovery time objectives for systems and recovery time and point objectives for technology systems agreed with the Council were achieved. It is recommended that contract managers include this requirement as part on ongoing contract management arrangements. Where this assurance cannot be provided, this should be recorded in Service Area and Directorate risk registers. Date revised to reflect that following receipt of initial assurance by 31 March 2021, annual assurance should be obtained by 31 March 2022.</p>	<p>Estimated Date:28/06/2019</p> <p>Revised Date:31/03/2022</p> <p>No of Revisions3</p>	<p>Alison Coburn Claire Duchart David Givan Gareth Barwell George Gaunt Karl Chapman Lindsay Robertson Mary-Ellen Lang Michael Thain</p>
101	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>Rec 6.2b Resources - Annual assurance from Third Party Providers</p> <p>Started</p>	<p>Following receipt of initial assurance from all third party providers for statutory and critical services (as per rec 6.1), annual assurance that provider resilience plans remain adequate and effective should be obtained. This should include confirmation from the provider that they have tested these plans and recovery time objectives for systems and recovery time and point objectives for technology systems agreed with the Council were achieved.</p> <p>It is recommended that contract managers include this requirement as part on ongoing contract management arrangements.</p> <p>Where this assurance cannot be provided, this should be recorded in Service Area and Directorate risk registers. Date revised to reflect that following receipt of initial</p>	<p>Estimated Date: 28/06/2019</p> <p>Revised Date: 31/03/2022</p> <p>No of Revisions 2</p>	<p>Annette Smith Hugh Dunn Iain Strachan Katy Miller Layla Smith Mary-Ellen Lang Michelle Vanhegan Mollie Kerr Nick Smith Nicola Harvey Peter Watton</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
				assurance by 31 March 2021, annual assurance should be obtained by 31 March 2022.		
102	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Judith Proctor, Chief Officer - HSCP	High	Rec 6.2c H&SC - Annual assurance from Third Party Providers Started	Assurance will 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 will be recorded in Service Area and Directorate risk registers.	Estimated Date: 21/06/2019 Revised Date: 31/03/2022 No of Revisions 2	Angela Ritchie Jacqui Macrae
103	Resilience BC Completion and adequacy of service area business impact assessments and resilience arrangements Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities	High	Rec 6.2d C&F - Annual assurance from Third Party Providers Started	Following receipt of initial assurance from all third party providers for statutory and critical services (as per rec 6.1), annual assurance that provider resilience plans remain adequate and effective should be obtained. This should include confirmation from the provider that they have tested these plans and recovery time objectives for systems and recovery time and point objectives for technology systems agreed with the Council were achieved. It is recommended that contract managers include this requirement as part on ongoing contract management arrangements. Where this assurance cannot be provided, this should be recorded in Service Area and Directorate risk registers. Date revised to reflect that following receipt of	Estimated Date: 28/06/2019 Revised Date: 31/03/2022 No of Revisions 2	Anna Gray Laura Zanotti Mary-Ellen Lang Michelle McMillan Nichola Dadds Nickey Boyle

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
				initial assurance by 31 March 2021, annual assurance should be obtained by 31 March 2022.		
104 Page 690	<p>Resilience BC</p> <p>Completion and adequacy of service area business impact assessments and resilience arrangements</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	High	<p>Rec 6.2e S&C - Annual assurance from Third Party Providers</p> <p>Started</p>	<p>Following receipt of initial assurance from all third party providers for statutory and critical services (as per rec 6.1), annual assurance that provider resilience plans remain adequate and effective should be obtained. This should include confirmation from the provider that they have tested these plans and recovery time objectives for systems and recovery time and point objectives for technology systems agreed with the Council were achieved.</p> <p>It is recommended that contract managers include this requirement as part on ongoing contract management arrangements.</p> <p>Where this assurance cannot be provided, this should be recorded in Service Area and Directorate risk registers. Date revised to reflect that following receipt of initial assurance by 31 March 2021, annual assurance should be obtained by 31 March 2022.</p>	<p>Estimated Date: 28/06/2019</p> <p>Revised Date: 31/03/2022</p> <p>No of Revisions 2</p>	<p>Donna Rodger</p> <p>Mary-Ellen Lang</p>
105	<p>Resilience BC</p> <p>Adequacy, maintenance and approval of Council wide resilience plans</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	Medium	<p>Rec 4) Update of Council Business Continuity Plan to include key elements from Business Area Resilience Plans/Protocols</p> <p>Started</p>	<p>The Council Business Continuity Plan (BCP) was developed and signed off the Chief Executive in May 2019. Following Directorate review and update of Business Area Resilience Plans and protocols, the Council BCP will be updated to include key elements of Directorate plans.</p>	<p>Estimated Date: 18/12/2020</p> <p>Revised Date: 31/03/2024</p> <p>No of Revisions 1</p>	<p>Donna Rodger</p> <p>Mary-Ellen Lang</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
106	<p>Risk Management</p> <p>RES1910 Risk Management: Issue 1 Risk Management Framework and 1st Line of Defence training</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES1910 Rec 1.2: Communicating operational risk management arrangements and updating training materials</p> <p>Implemented</p>	<p>The operational aspects of the risk management framework will be shared across Council divisions and directorates and also incorporated into current training activities and materials (March 2021).</p>	<p>Estimated Date:31/03/2021</p> <p>Revised Date: No of Revisions 0</p>	<p>Layla Smith Lesley Newdall Michelle Vanhegan Nick Smith Rebecca Tatar</p>
Page 69 of 94	<p>Risk Management</p> <p>RES1910 Risk Management: Issue 1 Risk Management Framework and 1st Line of Defence training</p> <p>Andrew Kerr, Chief Executive</p>	Medium	<p>RES1910 Rec 1.3: Identification of first line employees requiring risk management training</p> <p>Implemented</p>	<p>Directorates and divisions will be requested to identify all first line employees who should attend risk management training, with refreshed training delivered and training attendance recorded. Where there has been no attendance, this will be escalated to heads of divisions and directors.</p>	<p>Estimated Date: 28/02/2021</p> <p>Revised Date: No of Revisions 0</p>	<p>Angela Ritchie Judith Proctor</p>
108	<p>Risk Management</p> <p>RES1910 Risk Management: Issue 7 Risk appetite</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES1910: Rec 7.1 Operational guidance for risk appetite</p> <p>Implemented</p>	<p>The new risk management operational processes will include guidance on how to determine (where relevant) and score an assessment of target risk that will be used as a proxy for risk appetite.</p>	<p>Estimated Date: 31/03/2021</p> <p>Revised Date: No of Revisions 0</p>	<p>Layla Smith Lesley Newdall Michelle Vanhegan Nick Smith Rebecca Tatar</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
109	<p>Risk Management</p> <p>RES1910 Risk Management: Issue 3 First line management of risk</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>RES1910 Rec 3.2 Corporate Risk Team - Quarterly risk matters newsletter</p> <p>Implemented</p>	<p>A quarterly risk matters newsletter sharing the outcomes of ongoing horizon scanning will also be created and published by the corporate risk management team.</p>	<p>Estimated Date: 31/03/2021</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	<p>Layla Smith Lesley Newdall Michelle Vanhegan Nick Smith</p>
Page 692	<p>Road Services Improvement Plan</p> <p>PL1808 Issue 1. Roads Improvement Plan financial operating model and project governance</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>PL1808 - 1.2 Roads Service Improvement Plan approval</p> <p>Implemented</p>	<p>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.</p>	<p>Estimated Date: 31/07/2020</p> <p>Revised Date: 01/12/2020</p> <p>No of Revisions 0</p>	<p>Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Nicole Fraser Sean Gilchrist</p>
111	<p>Road Services Improvement Plan</p> <p>PL1808 Issue 2. Roads services performance monitoring and quality assurance</p> <p>Paul Lawrence,</p>	High	<p>PL1808 - 2.2 Roads services quality assurance framework</p> <p>Implemented</p>	<p>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. 2. A sampling regime will be designed and embedded for safety inspections to ensure that defects are being categorised properly. This process will be</p>	<p>Estimated Date: 30/06/2020</p> <p>Revised Date: 31/03/2021</p> <p>No of Revisions 1</p>	<p>Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Nicole Fraser Sean Gilchrist</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
	Executive Director of Place and SRO			designed and Implemented by the Team Leader for Safety Inspections to be appointed as part of the ongoing restructure. 3. A sampling regime will be designed and embedded for road defect repairs to ensure that repairs are fit for purpose and effective. 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.		
Page 693 112	Road Services Improvement Plan PL1808 Issue 3. Roads inspection, defect categorisation, and repairs Paul Lawrence, Executive Director of Place and SRO	Low	PL1808 - 3.2a) Inspector training and qualifications Implemented	1. Design and implement a training framework for all relevant Inspectors in line with the newly adopted 'Road Safety Inspection and Defect Categorisation Procedure'	Estimated Date: 31/01/2020 Revised Date: 01/06/2020 No of Revisions 0	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Nicole Fraser Sean Gilchrist

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
113	<p>Road Services Improvement Plan</p> <p>PL1808 Issue 1. Roads Improvement Plan financial operating model and project governance</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>PL1808 - 1.1 Roads Service Improvement Plan review (including financial operating model)</p> <p>Started</p>	<p>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.</p>	<p>Estimated Date: 30/04/2020</p> <p>Revised Date: 01/06/2021</p> <p>No of Revisions: 1</p>	<p>Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Nicole Fraser Sean Gilchrist</p>
114	<p>Road Services Improvement Plan</p> <p>PL1808 Issue 1. Roads Improvement Plan financial operating model and project governance</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>PL1808 - 1.3 Roads Service Improvement Plan project governance</p> <p>Started</p>	<p>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.</p>	<p>Estimated Date: 20/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions: 0</p>	<p>Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Nicole Fraser Sean Gilchrist</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
115	Road Services Improvement Plan PL1808 Issue 1. Roads Improvement Plan financial operating model and project governance Paul Lawrence, Executive Director of Place and SRO	High	PL1808 - 1.4 Post implementation reviews Started	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.	Estimated Date: 31/03/2021 Revised Date: 01/08/2022 No of Revisions 1	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Nicole Fraser Sean Gilchrist
Page 6955 116	Road Services Improvement Plan PL1808 Issue 2. Roads services performance monitoring and quality assurance Paul Lawrence, Executive Director of Place and SRO	High	PL1808 - 2.1 Service Delivery Performance Monitoring Started	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.	Estimated Date: 31/07/2020 Revised Date: 30/09/2021 No of Revisions 2	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Nicole Fraser Sean Gilchrist
117	Road Services Improvement Plan PL1808 Issue 3. Roads inspection, defect categorisation, and repairs	Low	PL1808 - 3.2b) Inspector training and qualifications Started	2. Ensure all relevant Inspectors are accredited by an appropriately accredited professional body.	Estimated Date: 31/08/2020 Revised Date: 01/01/2021 No of Revisions 0	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
	Paul Lawrence, Executive Director of Place and SRO					Nicole Fraser Sean Gilchrist
118	Road Services Improvement Plan PL1808 Issue 3. Roads inspection, defect categorisation, and repairs Paul Lawrence, Executive Director of Place and SRO	Low	PL1808 - 3.3 Management information for planned inspections Started	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	Estimated Date: 31/03/2020 Revised Date: 30/06/2021 No of Revisions 4	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Nicole Fraser Sean Gilchrist
119	Road Services Improvement Plan PL1808 Issue 4. Roads - Management of public liability claims Paul Lawrence, Executive Director of Place and SRO	Low	PL1808 - 4.1 Management of public liability claims Started	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.	Estimated Date: 28/05/2020 Revised Date: 31/12/2020 No of Revisions 1	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Nicole Fraser Sean Gilchrist

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
120	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.1(b) - Review of Admissions Operational Procedures</p> <p>Implemented</p>	<p>A working group led by the Communities and Families Senior Education Officer with representation from all service areas involved in school admissions, appeals and capacity planning, will be established to undertake a review of all procedural documents. This will include consideration of amalgamation of existing procedures where appropriate and implementation of a review schedule and version control.</p>	<p>Estimated Date: 31/08/2020 Revised Date: 22/02/2021 No of Revisions 1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
121	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.1(c) - Placing Appeals Procedures</p> <p>Implemented</p>	<p>As part of the working group led by the Communities and Families Senior Education Officer, appeals procedures which detail end to end processes to be applied across all areas involved in placing requests will be established and this will include clear roles and responsibilities.</p>	<p>Estimated Date: 31/08/2020 Revised Date: 22/02/2021 No of Revisions 1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>

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122	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.2 - Review & Update of School Websites</p> <p>Implemented</p>	<p>A communication will be issued to all schools to request a review of their school website to ensure: current academic year handbooks are published; links to relevant content on the Council website remain current; only standard approved Council forms are published; and all privacy notices published on School websites are directly linked to the Council's statement.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>
123	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 2: Operational Processes - Admissions & Appeals</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901 Issue 2.1(a): Committee on Pupil Student Support Recording of Officer Review</p> <p>Implemented</p>	<p>Communities and Families, Committee Services and Transactions will ensure the officer review of the annual placing request list and the rationale supporting recommendations made to the Committee on Pupil Student Support from 2020 onwards is formally documented.</p>	<p>Estimated Date: 30/06/2020</p> <p>Revised Date: 22/02/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>

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124	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 2: Operational Processes - Admissions & Appeals</p> <p>Gavin King, Democracy, Governance and Resilience Senior Manager</p>	High	<p>CF1901 Issue 2.1(b): Committee on Pupil Student Support Remit, Review & Recording of Outcomes</p> <p>Implemented</p>	<p>Decisions and outcomes of the annual meeting of the Committee on Pupil Student Support will be documented, and a process Implemented to ensure that the outcomes are addressed by the Council. Consideration will be given to reviewing and updating the remit of the Committee. Committee members will be provided with training and support to enable them to fulfil their role in line with the agreed remit.</p>	<p>Estimated Date: 30/06/2020 Revised Date: 30/11/2020 No of Revisions 1</p>	<p>Andy Gray Arran Finlay Donna Rodger Hayley Barnett Lesley Birrell Nickey Boyle Ruth Currie</p>
125	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 3: Process Documentation & Delivery Responsibilities</p> <p>Andy Gray, Head of</p>	Medium	<p>CF1901 Issue 3.1(a): Development & Communication of end to end processes and role/responsibilities</p> <p>Implemented</p>	<p>The remit of the working group led by the Communities and Families Senior Education Officer, will include reviewing and documenting end to end processes for the annual school admissions, appeals, and capacity planning process. A matrix describing divisional roles and responsibilities for processes, which details who will be responsible; accountable; consulted; and informed for each stage will also be developed. The end to end procedures and matrix will be discussed and agreed with all divisional teams involved in the process, communicated, and published on the Council's intranet (the Orb) with training provided where required.</p>	<p>Estimated Date: 31/08/2020 Revised Date: 22/02/2021 No of Revisions 1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
	Schools & Lifelong Learning					Sheila Haig Stephen Moir
126	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 3: Process Documentation & Delivery Responsibilities</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901 Issue 3.1(d): Roles & Responsibilities Outwith Annual Process</p> <p>Implemented</p>	<p>The working group will review the roles and responsibilities for any tasks performed outwith the annual P1/S1 admissions, appeals and capacity planning process. These will be documented and communicated to all teams involved in the process. The review will include identifying key contacts for common non-annual admissions queries, for example, home schooling; private schooling; dealing with refugees; and requests for current or future capacity information, to ensure that they can be appropriately redirected and resolved.</p>	<p>Estimated Date: 31/08/2020 Revised Date: 22/02/2021 No of Revisions 3</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
127	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 4: Data Access, Security & Retention</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901: Issue 4.1: Access to Personal Data</p> <p>Implemented</p>	<p>Files and shared folders will be reviewed, and appropriate access permissions and password controls Implemented.</p>	<p>Estimated Date: 31/07/2020 Revised Date: 22/02/2021 No of Revisions 1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
128	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 4: Data Access, Security & Retention</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901: Issue 4.4(a): Document Retention & Disposal; All Services</p> <p>Implemented</p>	<p>The Information Governance Unit will be engaged to confirm data retention and disposal requirements. Where necessary the data retention schedule will be updated. Document retention and disposal requirements will be reinforced across all services processing admissions and appeals including schools. All appeals information currently retained outwith the relevant period will be destroyed in line with the Council's disposal guidelines and a retention schedule and destruction log maintained.</p>	<p>Estimated Date: 30/06/2020 Revised Date: 22/02/2021 No of Revisions 1</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
129	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 4: Data Access, Security & Retention</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901: Issue 4.4(b): Document Retention & Disposal; Schools</p> <p>Implemented</p>	<p>A communication will be issued to schools to request that retention schedules and destruction logs are established to ensure records are managed and disposed of in line with the Council's retention schedule.</p>	<p>Estimated Date: 30/06/2020 Revised Date: 22/02/2021 No of Revisions 1</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
130	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 5: Provision of Training & Support</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901 Issue 5: Induction and annual refresher training programme</p> <p>Implemented</p>	<p>Following conclusion of the working group, Communities and Families will develop a programme of training which includes input across all services areas involved will be designed and delivered to schools' senior leadership teams to ensure that they are aware of and understand: Revised policy and procedures where relevant Applicable legislative and regulatory requirements and Council policies The end to end capacity planning, admissions and appeals process, including management of waiting lists Roles, responsibilities and accountabilities of all teams involved in the process Data access, security, and retention requirements Conflicts of interest requirements Parent and carer engagement guidance Details of ongoing support and information available to manage capacity planning in relation to late placing requests and upheld appeals, including timetabling and accommodation adjustments</p>	<p>Estimated Date: 31/10/2020</p> <p>Revised Date: 01/03/2021</p> <p>No of Revisions 0</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
131	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.3(a) - Review of Operational Forms</p> <p>Pending</p>	<p>The remit of the working group led by the Communities and Families Senior Education Officer will include a review of all admissions forms published on the Council website and Orb to ensure that they remain fit for purpose and include all necessary accessibility and privacy statements.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Alison Roarty Arran Finlay Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>

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132	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.3(c) - Issue of 'Request Granted' Letters</p> <p>Pending</p>	<p>The working group remit led by the Communities and Families Senior Education Officer will include consideration of continued need for formal 'request granted template letters or whether an email to parents / guardians is an acceptable alternative option. Where emails are the preferred option, guidance will be provided to schools to ensure that the terms and limitations of the placement offer are included.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Alison Roarty Arran Finlay Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>
133	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901: Issue 1.3(d) - Issuing Standard Letters & Forms</p> <p>Pending</p>	<p>A communication will be issued by Schools and Life Long Learning management to all schools reminding them to comply with placing request processes as outlined on the Orb, including the requirement to: issue a standard request refusal letter for all application refusals which includes all required paragraphs and is supported by a copy of the frequently asked questions document; and use standard Council forms only. The communication will advise schools to provide feedback where standard forms are not considered to meet the needs of the school, for example, if an additional section for course subjects studied at secondary school is required. Feedback from schools will be considered as part of the working group's review of operational forms.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
134	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 2: Operational Processes - Admissions & Appeals</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901 Issue 2.3(a): Validation of Registration & Enrolment Applications</p> <p>Pending</p>	<p>A reminder will be sent to all schools to reinforce the requirement to confirm that adequate and valid evidence is provided to support all registrations and enrolments, including two matching proofs of address aligned with the address provided in the application.</p>	<p>Estimated Date: 30/06/2020 Revised Date: 22/02/2021 No of Revisions 1</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>
135	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 2: Operational Processes - Admissions & Appeals</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901 Issue 2.3(b): Quality Assurance Checks in Schools</p> <p>Pending</p>	<p>Schools business managers will be instructed to undertake sample quality assurance checks of evidence obtained from parents to support applications to ensure compliance with procedures. This will include completion of checks prior to completion of enrolment processes. Checking of completion will form part of the Communities and Families Self-Assurance Framework from 2021 onwards.</p>	<p>Estimated Date: 30/06/2020 Revised Date: 22/02/2021 No of Revisions 1</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
136	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 2: Operational Processes - Admissions & Appeals</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	High	<p>CF1901 Issue 2.4: Managing Conflicts of Interest</p> <p>Pending</p>	<p>Guidance will be developed for use in all schools to ensure any conflicts of interest are recorded and managed appropriately. This will include Business Manager review and Head Teacher sign off where necessary.</p>	<p>Estimated Date: 30/06/2020 Revised Date: 22/02/2021 No of Revisions 1</p>	<p>Arran Finlay Claire Thompson Michelle McMillan Nickey Boyle Ruth Currie</p>
137	<p>School admissions, appeals and capacity planning</p> <p>CF1901: School admissions, appeals and capacity planning - Issue 4: Data Access, Security & Retention</p> <p>Andy Gray, Head of Schools & Lifelong Learning</p>	Medium	<p>CF1901: Issue 4.2: Secure Email Transmission</p> <p>Pending</p>	<p>The Information Governance Unit and Digital Services will be engaged to discuss the recipients; nature and sensitivity of information transmitted via email to establish whether the current method is appropriately secure or whether additional steps are required. This will include consideration of email data classification labels where deemed appropriate.</p>	<p>Estimated Date: 30/09/2020 Revised Date: 01/02/2021 No of Revisions 0</p>	<p>Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Michelle Vanhegan Neil Jamieson Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
138	School admissions, appeals and capacity planning CF1901: School admissions, appeals and capacity planning - Issue 1: Policies, Procedures & Guidance Andy Gray, Head of Schools & Lifelong Learning	High	CF1901: Issue 1.1(d)/(e) - Communicating Guidance on Website & Orb Started	Following review and completion of working group actions, all policies and procedures will be published on the Council's website and Orb, and communicated to all relevant officers, with changes highlighted.	Estimated Date: 30/09/2020 Revised Date: 01/02/2021 No of Revisions 0	Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir
139	School admissions, appeals and capacity planning CF1901: School admissions, appeals and capacity planning - Issue 2: Operational Processes - Admissions & Appeals Andy Gray, Head of Schools & Lifelong Learning	High	CF1901 Issue 2.5: Placing Request Appeals - key resource dependencies Started	The working group led by the Communities and Families Senior Education Officer, will establish key dependencies and resource planning requirements. This will include interdependencies and resources required to support preparation of key reports. Changes will be trialed in the current year and the updated process Implemented for 2021.	Estimated Date: 31/03/2021 Revised Date: 01/08/2021 No of Revisions 0	Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
140	School admissions, appeals and capacity planning CF1901: School admissions, appeals and capacity planning - Issue 3: Process Documentation & Delivery Responsibilities Andy Gray, Head of Schools & Lifelong Learning	Medium	CF1901 Issue 3.1(b): Internal Partnership Protocols Started	Internal partnership protocols will be prepared and Implemented for services delivered by other divisions on behalf of Schools and Lifelong Learning, incorporating the scope of services and roles and responsibilities defined in the new end to end process documentation. Where relevant, current internal charging arrangements will be reviewed to ensure that it accurately reflect the levels of support provided. Partnership protocols and associated key performance measures / indicators will be reviewed at least every two years to ensure they remain aligned with service delivery, operational processes and relevant regulatory and professional standards. Governance arrangements to support ongoing performance monitoring will be designed and Implemented to ensure that both Schools and Lifelong Learning and the service areas that support them are satisfied with the quality of services provided.	Estimated Date: 31/08/2020 Revised Date: 22/02/2021 No of Revisions 1	Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir
141	School admissions, appeals and capacity planning CF1901: School admissions, appeals and capacity planning - Issue 3: Process Documentation & Delivery Responsibilities Andy Gray, Head of Schools & Lifelong Learning	Medium	CF1901 Issue 3.1(c): Annual Process - Debrief & Lessons Learned Started	Following completion of the annual process, a debrief meeting will be held with all teams involved to understand what worked well and what areas need to be improved. The outcomes should be recorded in a 'lessons learned' document that is used to implement the improvement opportunities identified and address any process issues in advance of the next annual process.	Estimated Date: 31/08/2020 Revised Date: 22/02/2021 No of Revisions 1	Alison Roarty Arran Finlay Donna Rodger Gavin King Hayley Barnett Layla Smith Matthew Clarke Michelle Vanhegan Neil Jamieson Nick Smith Nickey Boyle Nicola Harvey Ruth Currie Sheila Haig Stephen Moir

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
142	<p>Social Media - Controls over access to SM Accounts</p> <p>2. Social media operational security and privacy issues</p> <p>Michael Pinkerton, Media Manager</p>	Medium	<p>CE1901 Rec 2.3 Communications team - operational security and privacy issues</p> <p>Implemented</p>	<p>The Communications team will address points 1; 2; 3; 5; and 9 in advance of finalising the social media operational framework. It is important to note that the recommendation to provide unique user profiles and passwords for all Sprout social users could potentially be cost prohibitive, however the feasibility of this option will be assessed, and the risks associated with sharing user profiles and passwords reduced as far as possible.</p>	<p>Estimated Date: 12/02/2021</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	David Ure
Page 708	<p>Social Media - Controls over access to SM Accounts</p> <p>1. Social media operational framework</p> <p>Michael Pinkerton, Media Manager</p>	High	<p>CE1901 Rec1.5 Social Media Risks</p> <p>Pending</p>	<p>The risks associated with the ongoing use of social media that are highlighted in this report will be assessed and recorded in the Strategy and Communications risk register together with details of mitigating actions to ensure that they are addressed.</p>	<p>Estimated Date: 30/10/2020</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	David Ure Donna Rodger
144	<p>Social Media - Controls over access to SM Accounts</p> <p>3. Social media training</p> <p>Michael Pinkerton, Media Manager</p>	Medium	<p>CE1901 Rec3.1 Social media training needs assessment</p> <p>Pending</p>	<p>1. A training needs assessment for social media account owners and users will be developed as part of the social media operational framework and supporting guidance with support (where required) from Human Resources. The training needs assessment will be provided to all Council directorates and divisions with a request that it is completed for all new social media account owners and users. 2. Directorates and divisions will be requested to ensure that social media training is classified as an essential learning activity within their</p>	<p>Estimated Date: 16/04/2021</p> <p>Revised Date:</p> <p>No of Revisions 0</p>	David Ure Donna Rodger

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
				essential learning programmes for those roles that include a social media remit / responsibility.		
145	Social Media - Controls over access to SM Accounts 3. Social media training Michael Pinkerton, Media Manager	Medium	CE1901 Rec3.2 Refresh of social media training materials Pending	1. Existing training materials and the e learning module content will be reviewed and refreshed with support from Human Resources (where required) to ensure that it is aligned with applicable legislation and regulations. 2. The e learning module will be updated to ensure that sufficient information is provided prior to testing and that correct answers are provided to incorrect responses. 3. Ownership of the content of the social media e learning model will be agreed between Strategy and Communications and Human Resources.	Estimated Date: 25/01/2021 Revised Date: No of Revisions 0	David Ure Donna Rodger
Page 709 146	Social Work Centre Bank Account Reconciliations Corporate Appointee Client Fund Management Judith Proctor, Chief Officer - HSCP	High	Recommendation 1a - Health & Social Care Started	1. Health and Social Care: Given the considerable business support and social worker resources implications, the above recommendations will take time to design, implement and maintain. Business Support is resolving problem appointee arrangements as we go along, however, the backlog of reviews will need a programme management approach to rectify errors and support the governance required. In the meantime, associated risks will be added to the Partnership's risk register to monitor controls and progress on a monthly basis, given its high finding rating. Following the Care Home Assurance Review, the Partnership is developing a self-assurance control framework. Locality Managers have agreed for corporate appointee arrangements to be included in the assurance framework – which if found to be successful and useful, can be mirrored by the other applicable services in this report. Business Support is working on new guidelines for the administration of Corporate Appointeeship (e.g. new procedures, monthly checklists, etc.), which will support the effective delivery of the framework.	Estimated Date: 28/06/2019 Revised Date: 01/08/2021 No of Revisions 2	Alison Roarty Angela Ritchie Colin Beck Louise McRae Tony Duncan

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
147	Social Work Centre Bank Account Reconciliations Corporate Appointee Client Fund Management Judith Proctor, Chief Officer - HSCP	High	2.2. Updating procedures to include an annual review of Corporate Appointee contracts Started	2. New guidelines will be written to ensure clarity of responsibilities. Sections will be included detailing Social Work; Business Support; and Transactions team responsibilities. The objective is to create and implement an end to end process that includes eligibility criteria, DWP processes and a full administrative process that will be applied centrally and across Locality offices; clusters; and hubs.	Estimated Date: 30/04/2018 Revised Date: 01/08/2021 No of Revisions 2	Alison Roarty Angela Ritchie Colin Beck Louise McRae Tony Duncan
Page 7 of 10	Social Work Centre Bank Account Reconciliations Corporate Appointee Client Fund Management Judith Proctor, Chief Officer - HSCP	High	Rec. 8 Business Support and Senior Social Worker - refresher training closing and reallocation of client fund accounts Started	8. Refresher training will be offered as part of the implementation of the new guidelines to all staff involved in the process and recorded on staff training records. The training will also be incorporated into the new staff induction process.	Estimated Date: 31/05/2018 Revised Date: 01/08/2021 No of Revisions 3	Alison Roarty Angela Ritchie Colin Beck Louise McRae Tony Duncan
149	Social Work Centre Bank Account Reconciliations Corporate Appointee Client Fund Management Judith Proctor, Chief Officer - HSCP	High	Rec 1b - Business Support - review of Corporate Appointee processes Started	1. Business Support: Business Support will enable the review of current processes and guidelines in conjunction with Hub and Cluster Managers with sign off at the Locality Managers Forum. Business support will review all Corporate Appointee accounts and contact the relevant social worker, support worker or hub where the funds are over £16K for immediate review. Business support will advise social work when the funds exceed £16K where there is not a valid reason (for example, client deceased and social worker discussing estate with solicitor). Clarity on contact with DWP is being progressed and will be written into the	Estimated Date: 31/05/2018 Revised Date: 01/08/2021 No of Revisions 2	Alison Roarty Angela Ritchie Colin Beck Louise McRae Tony Duncan

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
				new guidelines. Regular reporting will be introduced from the revised systems being Implemented. This will be provided monthly at Senior Social Work level and annually for H&SC management		
150	<p>Street Lighting and Traffic Signals</p> <p>Street Lighting - Inventory and Maintenance</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Medium	<p>PL1810 Issue 2: Rec 1 - Street lighting inventory completeness and electrical testing results</p> <p>Started</p>	Rebased as at 30/03/2021 Clear processes will be designed, recorded (in the Street Lighting Operational guide), and Implemented to ensure that following completion of wards in the EESLP:- progress with electrical testing is monitored and actioned; and- checks are performed over the completeness and accuracy of all inventory data held on Confirm (e.g. routine sample testing across the wards). Following the completion of further wards in the EESLP, Internal Audit will perform sample testing to ensure the data held on Confirm is accurate and complete, and that electrical testing outcomes are being recorded. IA will also confirm that the inventory checks have been designed and Implemented. It is expected that the EESLP will complete in late 2021, and therefore an implementation date of 31/03/2022 has been agreed with IA.	<p>Estimated Date: 20/12/2019</p> <p>Revised Date: 31/03/2022</p> <p>No of Revisions 4</p>	<p>Alan Simpson</p> <p>Alison Coburn</p> <p>Claire Duchart</p> <p>Cliff Hutt</p> <p>David Givan</p> <p>Gareth Barwell</p> <p>Gavin Brown</p> <p>George Gaunt</p> <p>Lindsey McPhillips</p> <p>Nicole Fraser</p> <p>Robert Mansell</p> <p>Tony Booth</p>
151	<p>Street Lighting and Traffic Signals</p> <p>Street Lighting and Traffic Signals: Process and quality assurance documentation and training</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Low	<p>PL1810 Issue 3 - Rec 1 Operation and maintenance procedures</p> <p>Started</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>Estimated Date: 30/09/2019</p> <p>Revised Date: 31/05/2021</p> <p>No of Revisions 4</p>	<p>Alan Simpson</p> <p>Alison Coburn</p> <p>Claire Duchart</p> <p>David Givan</p> <p>Gareth Barwell</p> <p>Gavin Brown</p> <p>George Gaunt</p> <p>Lindsey McPhillips</p> <p>Mark Love</p> <p>Nicole Fraser</p> <p>Robert Mansell</p> <p>Tony Booth</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
152	<p>Street Lighting and Traffic Signals</p> <p>Street Lighting and Traffic Signals: Process and quality assurance documentation and training</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Low	<p>PL1810 Issue 3: Rec 2 - Refresher training for existing employees</p> <p>Started</p>	<p>An essential Learning Matrix that specifies the refresher training that the team requires to complete on an ongoing basis has been developed and provided to Learning and Organisational Development for their review and feedback, with no response received as yet. The matrix will now be Implemented, and employee training requirements will be assessed (and agreed) as part of the Annual Conversations.</p>	<p>Estimated Date: 20/12/2019</p> <p>Revised Date: 30/06/2021</p> <p>No of Revisions 7</p>	<p>Alan Simpson Alison Coburn Claire Duchart Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Lindsey McPhillips Mark Love Nicole Fraser Robert Mansell Tony Booth</p>
153	<p>Street Lighting and Traffic Signals</p> <p>Traffic Signals: Evidence of pre installation design and acceptance testing</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Low	<p>PL1810 Issue4: Rec 3 - Checklist retention procedures</p> <p>Started</p>	<p>Processes for the completion and retention of the checklist to be included in appropriate Operational Guide.</p>	<p>Estimated Date: 31/03/2020</p> <p>Revised Date: 31/05/2021</p> <p>No of Revisions 4</p>	<p>Alan Simpson Alison Coburn Claire Duchart Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Lindsey McPhillips Mark Love Nicole Fraser Robert Mansell Tony Booth</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
154	<p>Supplier Management Framework and CIS Payments</p> <p>RES1809 Issue 2: Contracts and Grants Management Strategic Direction</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>RES1809 Issue 2.2: Contract Management Compliance Reviews</p> <p>Implemented</p>	<p>The C&GM team will design and implement a rolling programme of compliance reviews, focused on the Tier 1 and 2 contracts, this programme to take account of the limited resources in the team, and other ongoing work. The scope of these reviews will, as appropriate, include the recommendations above. Again, this work will be dependent upon active service area engagement and responsiveness, including for service areas to implement identified actions. It is to be noted, however, that the staffing resources in the C&GM team may not be sufficient to include all aspects referred to above, including follow-up and monitoring of implementation.</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 01/05/2021</p> <p>No of Revisions 0</p>	<p>Annette Smith</p> <p>Gavin Brown</p> <p>Hugh Dunn</p> <p>Iain Strachan</p> <p>Layla Smith</p> <p>Michelle Vanhegan</p> <p>Mollie Kerr</p>
155	<p>Supplier Management Framework and CIS Payments</p> <p>RES1809 Issue 1: Contract Management by Directorates and Service Areas</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>RES1809 Issue 1.2(3): Supplier management quality assurance - Place</p> <p>Pending</p>	<p>Place This will be incorporated into the Place regular monitoring reports on procurement to provide assurance that risk assessments are happening, especially for tier 1 and 2 contracts and that appropriate action is taken. This will be undertaken in conjunction with the Contracts and Grants Management and Commercial Partner team in procurement to ensure consistency of approach and shared learning.</p>	<p>Estimated Date: 31/03/2021</p> <p>Revised Date: 01/08/2021</p> <p>No of Revisions 0</p>	<p>Alison Coburn</p> <p>David Givan</p> <p>Gareth Barwell</p> <p>George Gaunt</p> <p>Karl Chapman</p> <p>Lindsay Robertson</p> <p>Michael Thain</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
156	<p>Supplier Management Framework and CIS Payments</p> <p>RES1809 Issue 1: Contract Management by Directorates and Service Areas</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	High	<p>RES1809 Issue 1.3(3): Contract manager support and guidance - Place</p> <p>Pending</p>	Place This recommendation is accepted, and this will be added as appropriate to the Place mandatory training matrix at the next review.	<p>Estimated Date: 31/08/2020</p> <p>Revised Date: 01/01/2021</p> <p>No of Revisions 0</p>	<p>Alison Coburn</p> <p>David Givan</p> <p>Gareth Barwell</p> <p>George Gaunt</p> <p>Karl Chapman</p> <p>Lindsay Robertson</p> <p>Michael Thain</p>
157	<p>Supplier Management Framework and CIS Payments</p> <p>RES1809 Issue 1: Contract Management by Directorates and Service Areas</p> <p>Jackie Irvine, Chief Social Work Officer & Head of Safer & Stronger Communities</p>	High	<p>RES1809 Issue 1.4(3): Review of contract waivers - C&F</p> <p>Started</p>	Communities and Families Recommendations accepted. We have reduced the need for waivers through the development of framework arrangements and contracts that are in place. However, we will review the waivers currently in place and report this to Communities and Families Directorate Senior Management Team meeting with the Corporate and Procurement Services commercial partner.	<p>Estimated Date: 27/03/2020</p> <p>Revised Date: 01/11/2020</p> <p>No of Revisions 1</p>	<p>Anna Gray</p> <p>Claire Thompson</p> <p>David Hoy</p> <p>Michelle McMillan</p> <p>Nichola Dadds</p> <p>Nickey Boyle</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
Page 15 of 15	<p>Supplier Management Framework and CIS Payments</p> <p>RES1809 Issue 2: Contracts and Grants Management Strategic Direction</p> <p>Stephen Moir, Executive Director of Resources</p>	High	<p>RES1809 Issue 2.3: Project Governance supporting implementation of the Public Contracts Scotland Tendering technology system</p> <p>Started</p>	<p>This system is already well-established in other public sector partners, and supported by the Scottish Government, and has been identified by Scotland Excel as an appropriate e-solutions system to support contract and supplier management. Training sessions have already been held, including a day session focussed entirely on contract management functionality. All members of the team have had access to the system for a suitable period of time, to allow for learning on a test system and have built up a thorough knowledge of the system's capability to upload contract documentation. The mass upload of contract documentation is a key factor in the successful roll out of the system, and the team continues to get support from contemporary teams in Scottish Government and other public sector partners who have carried this out. Training sessions have been held with a number of contract managers across 4 directorates, focussing on 6 Tier 1 contracts, some with cross-directorate delivery. 40 suppliers have also been involved in the trial to date. The team are continuing to monitor the trial, with regular updates from contract managers and will use all lessons learned to prepare the project plan for full roll out of the system. The C&GM team will design and apply a suitable project management and governance framework to support PCS-T implementation. This will include additional suitable system testing, and training for service area contract managers who would be using the system to store and access contract documentation. As stated above, the team is already also working with public sector partners, to identify best practice to assist the successful roll out the contract management module. Commercial and Procurement Services are already considering the possible adoption of PCS-T as the Council's eProcurement system, bringing an end to</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 31/12/2021</p> <p>No of Revisions 1</p>	<p>Annette Smith</p> <p>Gavin Brown</p> <p>Hugh Dunn</p> <p>Iain Strachan</p> <p>Layla Smith</p> <p>Michelle Vanhegan</p> <p>Mollie Kerr</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
				end approach to procurement and management of contracts. This work is continuing, and the PCS-T Working Group which has been established within Commercial and Procurement Services will take forward both aspects. If it is decided to adopt PCS-T for the Council's actual procurement processes, and not just contract management, then it is noted that the actual implementation of that would take longer, as there would be a greater direct impact upon other Council services.		
Page 716 196	<p>Unsupported Technology (Shadow IT) and End User Computing</p> <p>CW1914 Issue 1: Digital strategy and governance</p> <p>Stephen Moir, Executive Director of Resources</p>	Medium	<p>CW1914 Rec 1.1 - Digital strategy development</p> <p>Started</p>	<p>The Council's digital strategy is currently being refreshed as part of the Adaptation and Renewal Programme and will include consideration of use of both networked and cloud-based systems solutions that are aligned with the Council's strategic and service delivery objectives and applicable security and compliance requirements. A separate cloud strategy will also be prepared as part of the overarching digital strategy that outlines the opportunities and risks associated with ongoing and future use of cloud-based shadow IT systems. The digital strategy will be developed following engagement and consultation with Council directorates; divisions; citizens; and other organisations (where required).</p>	<p>Estimated Date: 31/12/2020</p> <p>Revised Date: 30/06/2021</p> <p>No of Revisions 1</p>	<p>Alison Roarty</p> <p>Heather Robb</p> <p>Layla Smith</p> <p>Michelle Vanhegan</p> <p>Nicola Harvey</p>

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Dates	Contributors
160	<p>Waste & Cleansing Services - Performance Management Framework</p> <p>PL1807 Issue 1: Waste and Cleansing Performance Management Framework</p> <p>Paul Lawrence, Executive Director of Place and SRO</p>	Low	<p>PL1807 1.3 Waste and Cleansing Policy</p> <p>Started</p>	<p>The Policy Handbook will not be updated to reflect items suitable for inclusion in residual waste bins as it is not updated frequently enough to ensure that this information would be up to date and accurate. A clearer link to the Scottish Government's Code of Practice on Litter and Refuse guidance will be included in all customer communications and on the website.</p>	<p>Estimated Date: 27/12/2019</p> <p>Revised Date: 01/11/2020</p> <p>No of Revisions 1</p>	<p>Alison Coburn Andy Williams David Givan Gareth Barwell George Gaunt</p>

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Transport and Environment Committee

10.00am, Thursday, 17 June 2021

Place Services Internal Audit – Actions Update

Executive/routine Wards Council Commitments	Routine All
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1. Recommendations

- 1.1 Transport and Environment Committee is asked to:
 - 1.1.1 Note the progress made on recommendations made on Internal Audit actions relating to the services within the remit of this Committee;
 - 1.1.2 Recognise the complexities and issues which have delayed progress and have led to revised implementation dates for some management actions; and
 - 1.1.3 Note that there are audit actions which have been agreed corporately, which services which sit within the remit of this Committee are working on.

Paul Lawrence

Executive Director of Place

Contact: Gareth Barwell, Head of Place Management

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Place Services Internal Audit – Actions Update

2. Executive Summary

- 2.1 This report sits alongside the referral reports from the Governance, Risk and Best Value Committee on 23 March 2021 and 8 June 2021 on Internal Audit: Overdue Findings and Key Performance Indicators. The report provides an update on progress on management actions arising from Internal Audits which specifically relate to services which fall within the remit of this Committee.

3. Background

- 3.1 On 23 March and 8 June 2021, the Governance, Risk and Best Value Committee considered reports on overdue findings and key performance indicators presented by Internal Audit. The first report was based on information prepared on 10 February 2021 and the second with information prepared on 27 April 2021.
- 3.2 These reports were referred to Transport and Environment Committee for information and are included on this meeting agenda as items 8.1 and 8.2.
- 3.3 An update on overdue Internal Audit actions was included within the Business Bulletin for Transport and Environment Committee on [22 April 2021](#).

4. Main report

- 4.1 Within the remit of the Transport and Environment Committee, there are three Internal Audits which were included in the referred report of 8 June 2021. These are:
- 4.1.1 Payments and Charges (CW1803) (three actions);
 - 4.1.2 Waste and Cleansing Performance Management Framework (PL1807) (one);
 - 4.1.3 Road Services Improvement Plan – PL1808 (10); and
 - 4.1.4 Street Lighting and Traffic Signals – PL1810 (four).
- 4.2 Appendix 1 provides an update on the overdue Internal Audit actions against each of these audits. In summary:
- 4.2.1 Since 27 April 2021, eight internal audit actions have been closed;

- 4.2.2 Two actions were closed on the Payments and Charges audit. There is one remaining action which is almost complete;
- 4.2.3 One action related to the Waste and Cleansing Performance Management Framework. There are no further actions open on this audit;
- 4.2.4 Three actions closed relate to the Roads Improvement Plan and two actions have been marked as implemented, with evidence to support the closure of these actions provided to Internal Audit. There are six actions which remain open. Three have revised implementation dates in the future and the evidence required to close these actions has been agreed. Transport and Internal Audit colleagues are working to agree on the evidence required to close the three overdue actions which do not have revised implementation dates; and
- 4.2.5 Two actions closed relate to Street Lighting and Traffic Signals. There are three actions remain open which have revised implementation dates in the future.

4.3 There are a small number of overdue management actions which relate to Internal Audits on Council processes which are being implemented across all Council Services. These include services within the remit of this Committee. These include:

RES1809 – Supplier Management Framework and CIS Payments

- 4.3.1 Issue 1.2(3) – relates to supplier management quality assurance. This action has a revised implementation date of 01/08/2021;
- 4.3.2 Issue 1.3 – relates to support and guidance for contract managers. The implementation date for this action has been revised to 30/09/2021;

CE1902 – Policy Management Framework

- 4.3.3 Issue 1.2b – relates to a review of the completeness and accuracy of the Council’s policies and online policy register. The date for implementation of this action has been revised to 31/07/2021 to enable the required review to be completed.

CW1702 - Resilience BC

- 4.2.4 The actions under this audit all now have revised implementation dates to recognise that the Council will prepare new Business Impact Assessments once service resumption post COVID-19 is completed and a new Senior Management Structure for the Council has been implemented.

5. Next Steps

- 5.1 Officers will continue to progress with implementation of management actions arising from Internal Audits and will aim to conclude these within the agreed timescales.

6. Financial impact

6.1 There are no financial impacts arising from this report.

7. Stakeholder/Community Impact

7.1 None.

8. Background reading/external references

8.1 None.

9. Appendices

9.1 Appendix 1 – Transport and Environment Committee Extract Summary of Internal Audit: Overdue Findings as at 27 April 2021

Appendix 1 – Transport and Environment Committee Extract Summary of Internal Audit: Overdue Findings and Key Performance Indicators as at 27 April 2021

Audit Reference: PL1807		Audit Title: Waste and Cleansing Services – Performance Management Framework			Responsible Manager: Andy Williams		
Finding Reference	Issue Type (Finding Rating)	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Current Status	Status Update	Reference in Appendix 1 of IA Report of 27 April 2021
1.3	Low	<p>The Policy Handbook will not be updated to reflect items suitable for inclusion in residual waste bins as it is not updated frequently enough to ensure that this information would be up to date and accurate.</p> <p>A clearer link to the Scottish Government’s Code of Practice on Litter and Refuse guidance will be included in all customer communications and on the website</p>	27/12/2019	01/11/2020	Closed	<p>The evidence to close this action was submitted on 27/10/2020.</p> <p>On 08/04/2021, Internal Audit returned the action to started with a request for evidence that the link to CoPLAR is included in customer communications.</p> <p>The service has confirmed that there are no direct customer communications on Street Cleansing and therefore it will not be possible to provide the evidence requested.</p>	160

Audit Reference: PL1808		Audit Title: Road Services Improvement Plan			Responsible Manager: Cliff Hutt		
Finding Reference	Issue Type (Finding Rating)	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Current Status	Status Update	Reference in Appendix 1 of IA Report of 27 April 2021
1.1	High	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.	30/04/2020	01/06/2021	Implemented	This action has been implemented and evidence submitted to Internal Audit for consideration.	113
1.2	High	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	31/07/2020	01/12/2020	Closed	The evidence of implementation on this action was submitted on 24/03/2021.	110

		Committee for approval, with ongoing progress updates provided to both forums.					
1.3	High	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.	20/12/2020	01/05/2021	In Progress	The evidence of implementing this action is close to being complete and will be shared with Internal Audit shortly.	114
1.4	High	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	31/03/2021	01/08/2022	In Progress	The implementation date for this action was revised to recognise the delay in implementing the new service structure as a result of COVID-19. This review will now be completed by 01/08/2022.	115
2.1	High	One of the roles included in the new Roads structure is a Roads Service Performance Coordinator.	31/07/2021	30/09/2021	In Progress	Following discussion between the service and Internal Audit, the implementation	116

		<p>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.</p> <p>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.</p>				<p>date for this has been revised.</p> <p>The evidence required to close has been agreed.</p>	
2.2	High	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	30/06/2021	31/03/2021	Implemented	Evidence of implementation submitted to Internal Audit on 01/04/2021, 14/04/2021 and 16/04/2021.	111

		<p>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.</p> <p>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.</p> <p>3. A sampling regime will be designed and embedded for road defect repairs to ensure that repairs are fit for purpose and effective.</p>					
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		<p>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.</p> <p>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.</p> <p>This process will be designed and implemented by the Service Performance Coordinator to be appointed as part of the ongoing restructure.</p>					
3.2a	Low	Design and implement a training framework for all relevant Inspectors in line with the newly adopted 'Road Safety Inspection and Defect Categorisation Procedure'	31/01/2020	01/06/2021	Closed	This action has been implemented and evidence provided to Internal Audit on 12/02/2021.	112
3.2b	Low	Design and implement a training framework for all	31/01/2020	01/01/2021	In Progress	This action was previously	117

		relevant Inspectors in line with the newly adopted 'Road Safety Inspection and Defect Categorisation Procedure'				implemented, however, following discussion with Internal Audit, the action has been revised. A revised implementation date is still to be agreed.	
3.3	Low	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	31/03/2020	30/06/2021	In Progress	Following discussion between the service and Internal Audit, the implementation date for this has been revised. The evidence required to close has been agreed.	118
4.1	Low	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.	28/05/2020	31/12/2020	In Progress	This action was implemented and evidence provided to Internal Audit on 10/02/2021. Additional information has been requested by Internal Audit and the team are working closely with Internal Audit on this and a revised implementation date will be agreed.	119

Audit Reference: PL1810		Audit Title: Street Lighting and Traffic Signals			Responsible Manager: Cliff Hutt/Gavin Brown		
Finding Reference	Issue Type (Finding Rating)	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Current Status	Status Update	Reference in Appendix 1 of IA Report of 27 April 2021
Issue 2, Rec 1	Medium	<p>Street Lighting Clear processes will be designed, recorded (in the Street Lighting Operational guide), and implemented to ensure that following completion of wards in the EESLP:</p> <ul style="list-style-type: none"> • progress with electrical testing is monitored and actioned; and • checks are performed over the completeness and accuracy of all inventory data held on Confirm (e.g. routine sample testing across the wards 	20/12/2019	31/03/2022	In Progress	<p>This action was revised at 30/03/2021.</p> <p>Following the completion of further wards in the EESLP, Internal Audit will perform sample testing to ensure the data held on Confirm is accurate and complete, and that electrical testing outcomes are being recorded. IA will also confirm that the inventory checks have been designed and implemented. It is expected that the EESLP will complete in late 2021, and therefore an implementation date of 31/03/2022 has been agreed with IA</p>	150

Issue 3, Rec 1	Low	Street Lighting and Traffic Signals Operational Guides will be developed, implemented, and reviewed to ensure that processes align with current regulatory requirements.	30/09/2019	30/06/2021	In Progress	Operational Guide for Street Lighting was submitted on 07/12/2020. The Traffic Signals Operational Guide will be completed by 31/06/2021.	151
Issue 3, Rec 2	Low	Street Lighting and Traffic Signals An essential Learning Matrix that specifies the refresher training that the team requires to complete on an ongoing basis has been developed and provided to Learning and Organisational Development for their review and feedback, with no response received as yet. The matrix will now be implemented and employee training requirements will be assessed (and agreed) as part of the Annual Conversations.	20/12/2019	30/06/2021	Closed	This action has now been closed.	152
Issue 4, Rec 3	Low	<i>Traffic Signals</i> Processes for the completion and retention of the checklist to be included in appropriate Operational Guide	31/03/2020	31/06/2021	In Progress	This has been include in the operational guide and will be submitted when the guide is complete.	153

Audit Reference: CW1803		Audit Title: Payments and Charges - Parking			Responsible Manager: Gavin Brown		
Finding Reference	Issue Type (Finding Rating)	Agreed Management Action	Original Implementation Date	Revised Implementation Date	Current Status	Status Update	Reference in Appendix 1 of IA Report of 27 April 2021
5.2	Medium	NSL Apply offers improved control mechanisms by automating many processes and tasks, including payments. These are currently not being used. Implementations of these controls, along with a formalised payment acceptance procedure will ensure correct payments are received and further reduce any anomalies. The payment acceptance procedure will confirm that the Council does not accept part payment for parking permits and only reduces the price when the applicant is a disabled persons' blue badge holder. The procedure will establish a quality assurance payment sampling processes for implementation across Business Support teams who administer parking permits	31/03/2020	01/08/2020	Closed	This action has now been closed.	68

5.3	Medium	A quality assurance payment acceptance procedure will be developed to ensure the accuracy of parking permit payments. This process will be based on the Internal Audit recommendations.	31/03/2020	01/08/2020	Closed	This action has now been closed.	69
5.4	Medium	Financial reconciliations between the systems have commenced reinstatement. Work is underway to build a management information suite which will augment the control attributes of the reconciliation as a standalone mechanism.	28/02/2020	30/06/2021	In Progress	This action is almost complete.	70

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Transport and Environment Committee

10.00am, Thursday, 17 June 2021

Waste and Cleansing Service Performance Update

Executive/routine	Routine
Wards	All
Council Commitments	23, 24, 25

1. Recommendations

- 1.1 It is recommended that Committee notes the contents of this report; including the activities, dependencies, and the progress made.

Paul Lawrence

Executive Director of Place

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Waste and Cleansing Service Performance Update

2. Executive Summary

- 2.1 This report updates Committee on the Waste and Cleansing Service performance for the second two quarters of 2020/21 (October 2020-March 2021).
- 2.2 The report notes the continued impact of COVID on the service, in particular the impact on household waste arisings as people have spent significantly more time at home.

3. Background

- 3.1 This is a routine report presented to Committee normally 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.
- 3.2 This report covers the period of October 2020 - March 2021, providing data which continues to cover a period of disruptions to both frontline services and routine Council business as a result of the COVID pandemic.

4. Main report

Current Service Performance

Impact of COVID

- 4.1 This report covers the period from October 2020 to March 2021, and so includes the period of the most recent “lockdown” arrangements in response to Coronavirus (COVID-19).
- 4.2 During this period, unlike Spring/Summer 2020, no service suspensions were applied.
- 4.3 There were, however, additional pressures on the service e.g. as a result of higher staff absence levels (as a result of illness or a requirement to shield or self-isolate), or guidelines from the Scottish Government.
- 4.4 The continued need to reduce crew numbers in cabs to support physical distancing during this period means the service is still running separate vehicles to accompany collection crews.

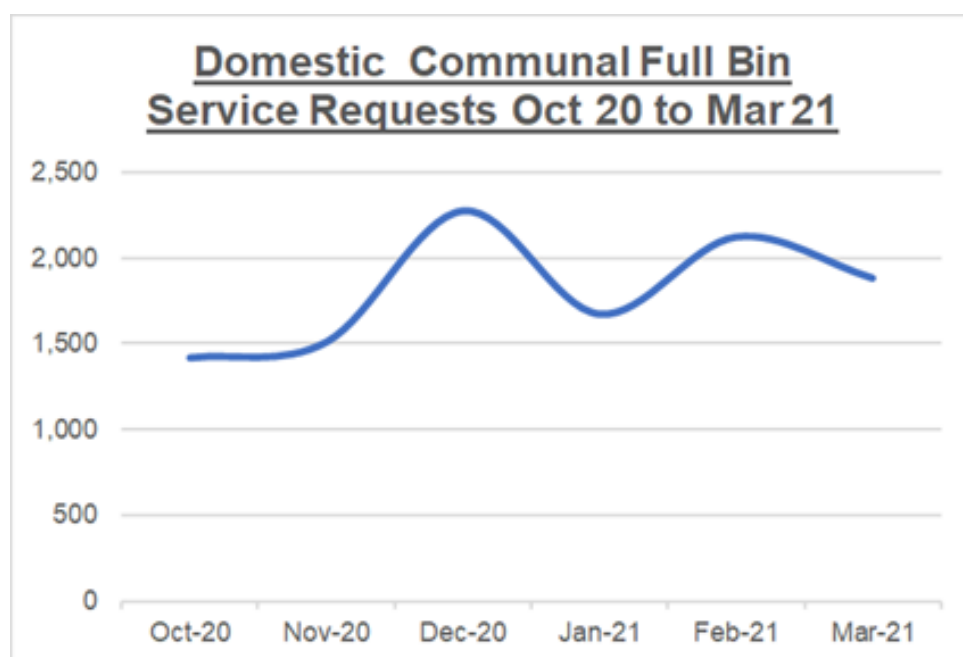
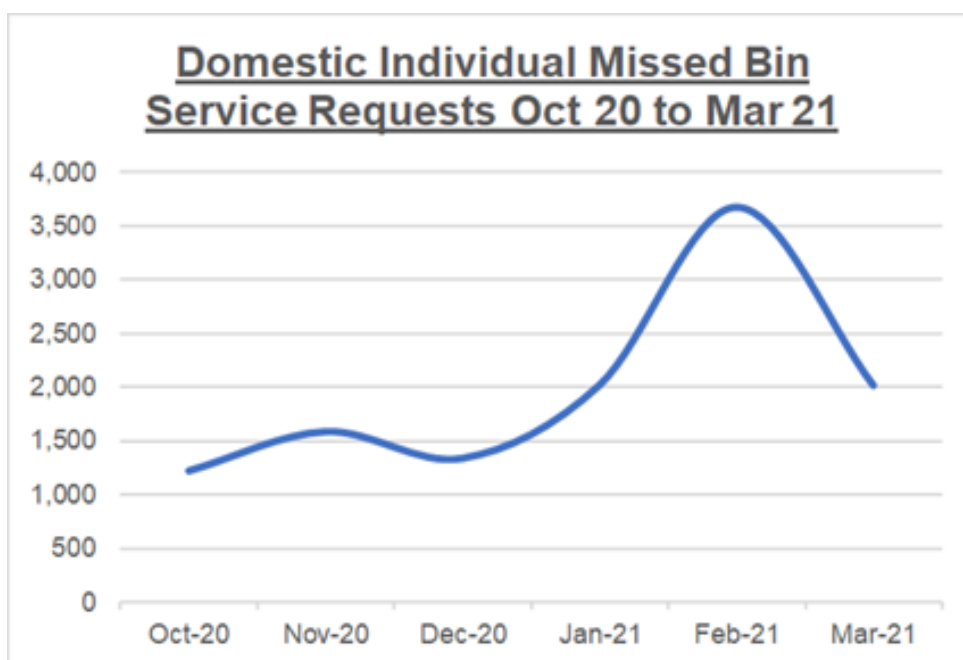
4.5 Services are continuing to operate as normal with some adjustments. Household waste recycling centres (HWRCs) have remained open with the booking system in place to manage traffic flows and maintain physical distancing on sites. Special uplifts are operating near normally, but with some restrictions on items uplifted, and face to face customer engagement is being kept to a minimum.

Current Service Performance

4.6 The year to date performance dashboards for Waste and Cleansing Services can be found in Appendices 1 and 2.

4.7 Key service performance factors show:

4.7.1 The following graphs show the number of missed individual bin complaints, and requests for communal bin servicing between October 2020 and March 2021.



- 4.7.2 It should be noted that service requests for all waste services were artificially low during the previous six months and have gradually returned to the levels seen prior to the outbreak of COVID-19.
- 4.7.3 The most notable point is the increase in reports of missed individual bins towards the end of January. This was related to the need to suspend services in whole or part during severe weather.
- 4.7.4 The increase in people working from home and the Scottish Government guidance to stay at home has resulted in the generation of additional household waste, which places additional pressure on the service, as can be seen in the gradual increase in requests for full communal bins.
- 4.7.5 To offset this, the service has added additional collection routes and temporarily been operating nightshift collections over a larger area.
- 4.7.6 Appendix 3 sets out a breakdown of communal bin service requests by ward.
- 4.7.7 Overflowing bins can occur citywide but broadly speaking numbers in individual wards reflect the prevalence of communal bin collections in each ward. The higher numbers will typically be found in areas with large numbers of tenemental properties where bins are located on street.
- 4.7.8 In April 2021, Transport and Environment Committee approved the updated programme for the communal bin enhancement project.
- 4.7.9 It is expected that this project will see overflowing communal bin reports reduce as it progresses and reviews bin locations, capacity (for both non-recyclable and recyclable waste streams) and increases collection frequency.
- 4.7.10 The projects team in Waste and Cleansing also continue to work with developers of new build properties to ensure that new housing is fit for purpose with regard to waste collection.

Special Uplifts

- 4.7.11 The special uplift service continues to operate normally but with some restrictions. The maximum number of items which can be booked is five (usually 10) and the service is not providing assisted special uplift collections as staff cannot enter a customer's property.
- 4.7.12 The waiting time for an uplift is currently less than two weeks. The online booking system has been improved to allow the customer to select the date at the time of booking.

Cleansing and street cleaning

- 4.7.13 Appendix 2 shows that service requests are broadly in line with the previous year but with some increase towards year end. The main areas of pressure clearly relate to dumping and fly-tipping, followed by litter bins being full.
- 4.7.14 Dumping of items seems to reflect a national pattern of illegal behaviour which has been highlighted both by Keep Scotland Beautiful and neighbouring Councils.

- 4.7.15 There is no obvious reason why this should be the case, as household waste recycling centres have remained open since June 2020, and most Councils have restarted special and bulky uplift services.
- 4.7.16 The reporting of full litter bins may reflect changed patterns of behaviour over the last year, as they are focussed on parks and greenspaces. Keep Scotland Beautiful are again reporting a national trend of less litter in city and town centres and more in residential areas, parks, and other public spaces.
- 4.7.17 It would follow that if people are spending more time in those areas than previously the litter bins will also fill more quickly and it may be necessary ultimately to review locations and servicing. However, it should be emphasised that this is uncertain and is dependent on what the lasting impacts from the pandemic will be.
- 4.7.18 Overall the cleansing service has proved resilient despite the lower staffing numbers associated at certain times over the past 12 months.
- 4.7.19 The Cleanliness Index Monitoring System (CIMS) scores are included for the final time in this report, as Committee agreed in [January 2021](#) that this information would no longer be used.
- 4.7.20 The street cleanliness score has, however, dropped significantly from previous years. Initial feedback from Keep Scotland Beautiful indicates that this is primarily due to the prevalence of domestic waste in high density residential areas (e.g. people are ordering more online and so have more cardboard to dispose of). A full analysis of the data is required to fully understand the reasons behind the score, but early indications are that this additional street litter is likely to be linked to overflowing communal bins (as referenced in paragraph 4.7.7).
- 4.7.21 The Keep Scotland Beautiful report will also allow comparison with the other Scottish Authorities, but they have indicated that the urban authority benchmarking family group as a whole has seen a significant drop in cleanliness score since last year with the average score, although yet to be confirmed, to be around 85%.
- 4.7.22 For the programme this year, an integrated approach will be taken whereby the new Litter Monitor System (LMS) digital platform and technology will be used alongside the current Local Environmental Audit and Management System (LEAMs) methodology. Litter counts which align with the new code will be undertaken but they won't be used for the Key Performance Indicator (KPI) this year.
- 4.7.23 This approach has been agreed after consultation with local authorities around capacity, taking into account the COVID-19 restrictions and pressures, and will provide a reliable transition between the two monitoring regimes. It also allows those Local Authorities who haven't done so already, time to complete the digitisation of their zones. (City of Edinburgh Council has already done so).

- 4.7.24 Unlike LEAMS, which is based on the assessor's perception of cleanliness of a street, the LMS system will be based on actual counts of items of litter. This is more accurate and removes subjectivity but will require more (or adapted) resources to deliver.
- 4.7.25 The LMS is expected to follow a similar reporting mechanism to LEAMS which is carried out three times per year, with outcomes provided as an annual report. Unlike CIMS there is not a quarterly report.

Garden waste

- 4.7.26 The main garden waste registration took place over summer 2020, complemented by a mid-year registration in February. Total registrations now sit at 74,539 subscriptions and 82,355 permits (because people can register more than one bin). This is the highest number of registrations to date.
- 4.7.27 A report on the arrangements for registration and included in a separate report to this Committee.

Household Waste Recycling Centres

- 4.7.28 Since the start of June 2020, HWRCs have remained open using the booking system and in some cases, different site layouts to manage numbers of people on site and support physical distancing. Initially (on reopening), some materials were collected mixed to assist with physical distancing (by preventing / decreasing customers being within two metres of each other), but materials are now collected in their usual material streams. This reduces the cost compared to mixed streams and would be expected to improve the quality of collected materials which is better environmentally.
- 4.7.29 The booking system continues to work well, cutting queues and creating less busy sites for customers as well as providing numerous operational benefits for the service. The service continues to monitor booking data and adjust the numbers of cars per half hour to manage demand and minimise waiting times for an appointment.
- 4.7.30 There remains capacity at all sites now: Bankhead remains generally busier than Seafield and Craigmillar. The service is making some physical changes at Bankhead, to create more capacity to meet public demand and allow more cars per slot to be booked and managed on site.
- 4.7.31 Two emergency site closures have taken place (one at Craigmillar HWRC, and one at Seafield HWRC). These have shown the benefit of the booking system, as this allowed the service to cancel most bookings, preventing inconvenience to customers as far as possible.

Waste Arisings and Tonnage Performance

- 4.7.32 The impact of the pandemic can be clearly seen in terms of waste tonnages. The Council only collects household waste, so the impact of people spending more time at home is not offset by a reduction in commercial waste tonnages collected during the lockdowns and other restrictions.

- 4.7.33 In this period, recycling services have been significantly less affected than outlined in the January 2021 report. All services have been operating, albeit with some changes in place.
- 4.7.34 Overall waste arisings for the two quarters are 103,414 tonnes (up 8.3% versus this period the previous year). Residual waste tonnages are 62,955 tonnes (up 7.0%). Recycling tonnages are 40,459 tonnes (up 11.2%).
- 4.7.35 Because of the significant disruption in the first quarter of 2020/21, the overall unaudited recycling rate for the full year has fallen from 41.0% to 39.6%. This appears to be in line with the national picture, as outlined in January 2021. If this quarter (Q1 2020/21) is excluded, however, the average recycling rate for the remaining nine months has increased from 39.8% to 40.2%
- 4.7.36 The average recycling rate for the six month period covered by this report was 39.0% (up from 38.2% last year) with four of the six months recording higher recycling rates than the same month the previous year demonstrating that performance in this area has recovered and in fact slightly improved.
- 4.7.37 The increased prevalence of home working going forward will result in an ongoing trend towards increased tonnages arising from households. This is an emerging national trend and could create significant financial pressures for local authorities which will need to be kept under review.
- 4.7.38 During this period a number of contracts have been let. These support the efficient and cost-effective operation of the service. In particular, new contracts have taken effect for the mixed recycling service (for sorting the materials collected) and for the haulage of the different waste streams from the waste transfer stations.

Review of Performance Measures

- 4.8 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. 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 arrangements.
- 4.9 Work is ongoing to review performance measures across the directorate. Once this work is complete, the table in Appendix 4 will be updated to align with the new approach.
- 4.10 In parallel the service recognises that the current metric for full communal bin service requests is not meaningful as it does not account for seasonality, or that each bin services multiple households. To better reflect these issues, a new set of targets has been provisionally developed around this issue as set out in the following table.

Q1 (A-J)	1,500 per month
Q2 (J-S)	1,770 per month
Q3 (O-D)	2,280 per month
Q4 (J-M)	1,790 per month
Total	22,020 per annum

4.11 The new LMS described in Appendix 4, is replacing LEAMS from 2021/22 following trials by Keep Scotland Beautiful to assess the practicalities of the survey. It is recognised that greater amounts of information will be obtained through these surveys as they are based on counting litter rather than perception of cleanliness.

5. Next Steps

5.1 The next steps taken following this Committee report are to continue improving service performance activities and revising the performance measures.

6. Financial impact

6.1 The cost of delivering the Waste and Cleansing service is met from the Council's revenue budget.

6.2 The financial impacts of COVID-19 continue to be tracked and recorded separately by the service, working with colleagues in Finance.

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. 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.

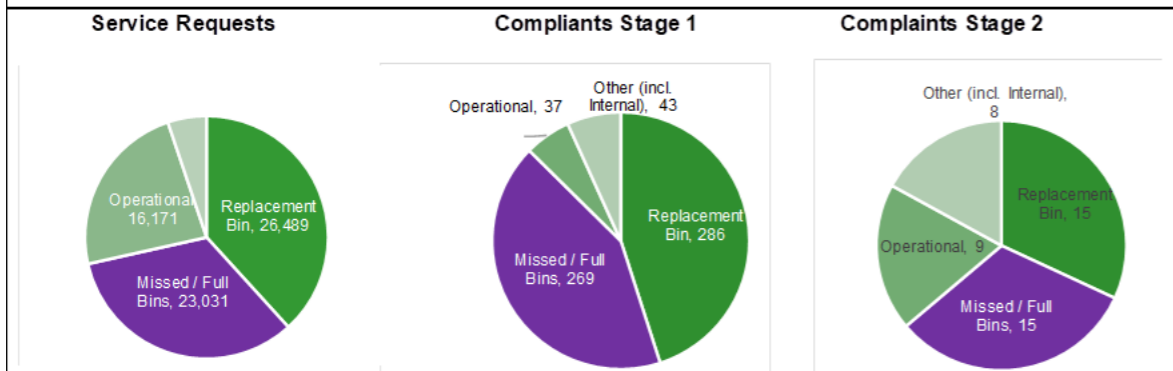
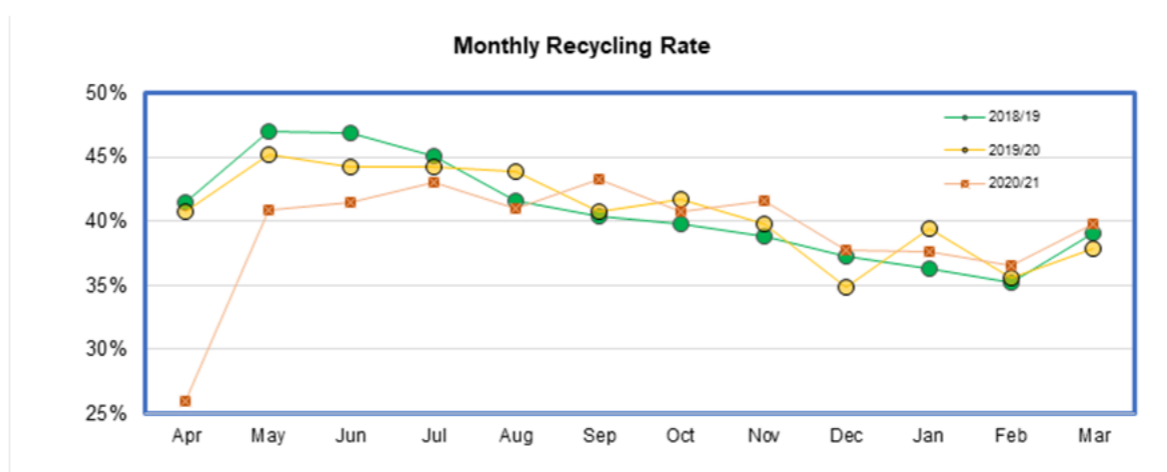
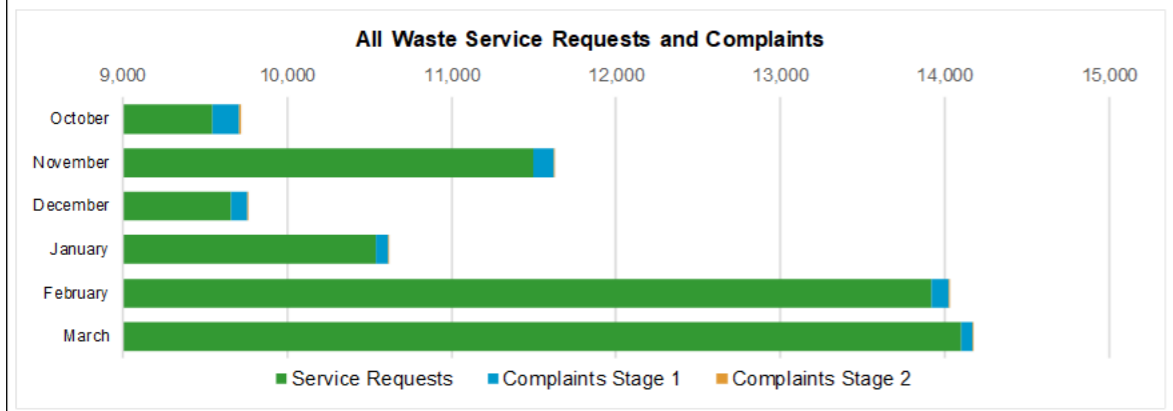
8. Background reading/external references

- 8.1 None.

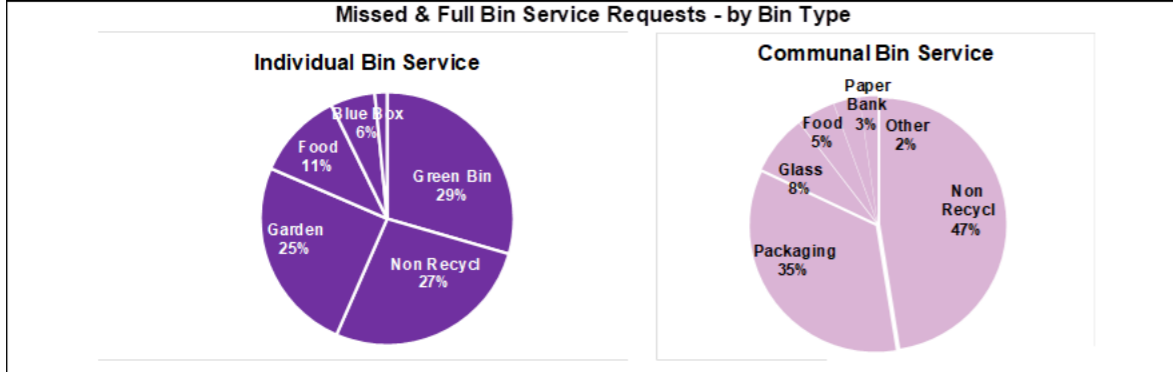
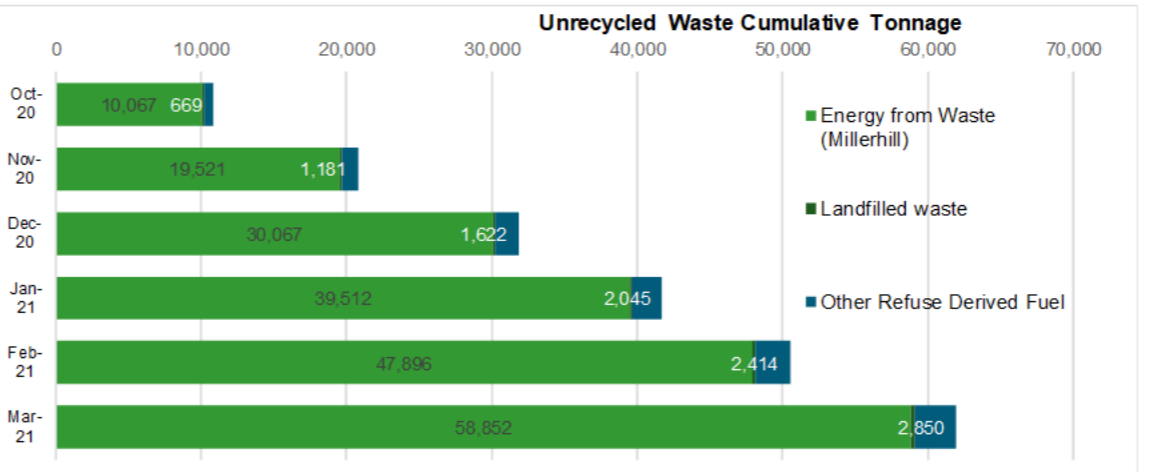
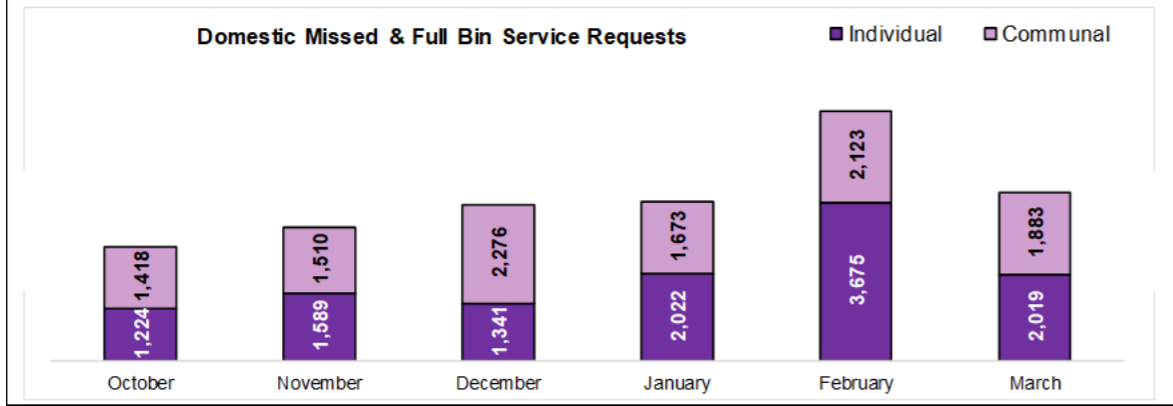
9. Appendices

- 9.1 Appendix 1 - Waste Performance Dashboard, October 2020 - March 2021
- 9.2 Appendix 2 - Cleansing Performance Dashboard, October 2020 - March 2021
- 9.3 Appendix 3 – Requests to Service Communal Bins and Recycling Points
- 9.4 Appendix 4 - Review of Performance Measures Tracker

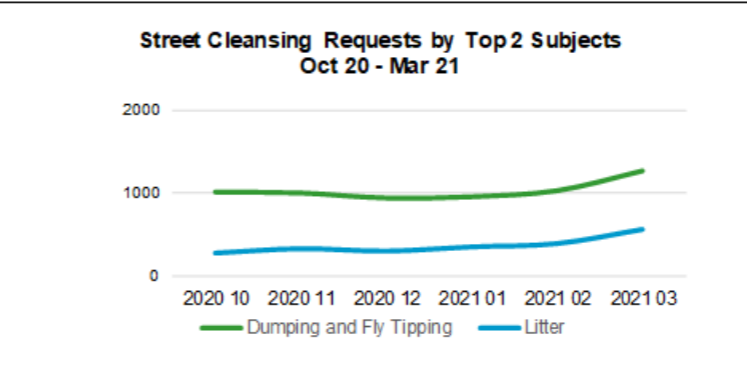
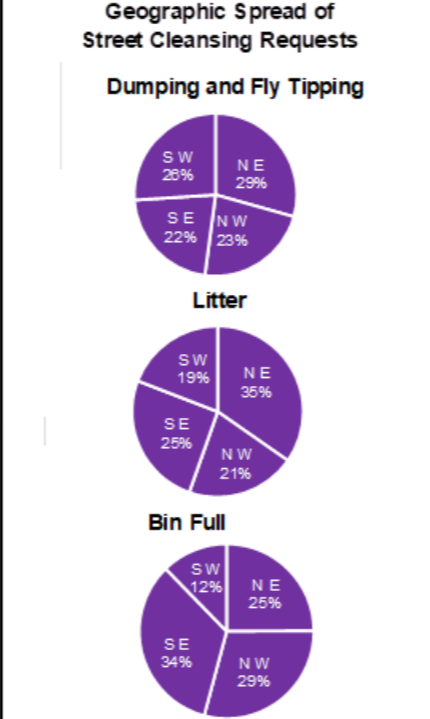
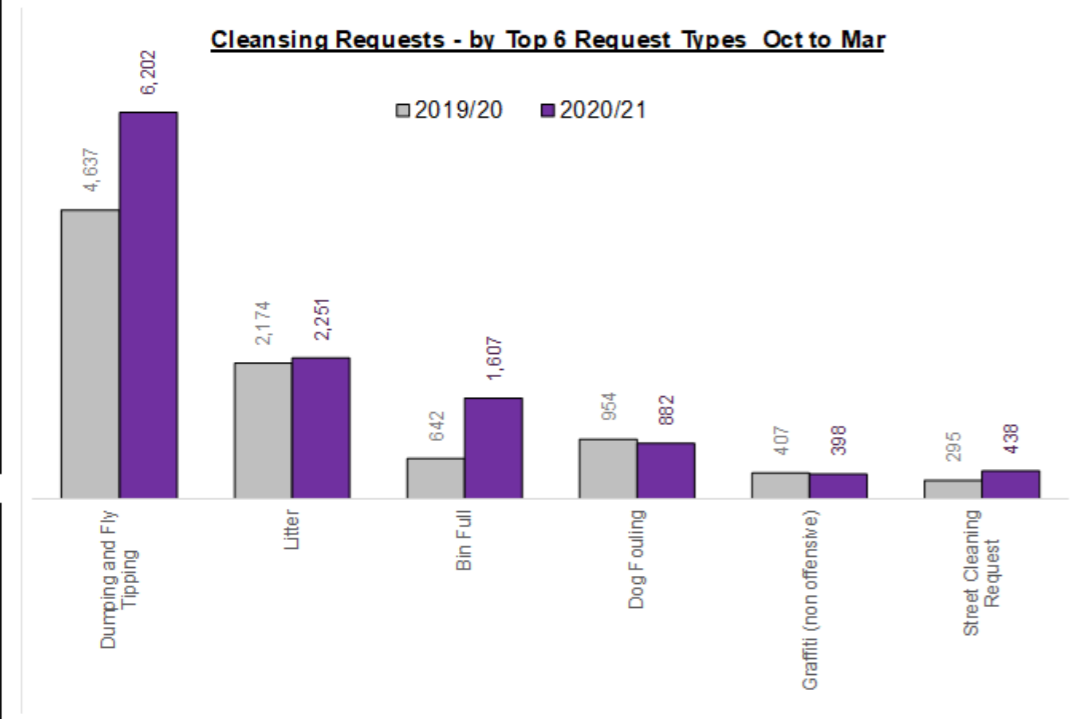
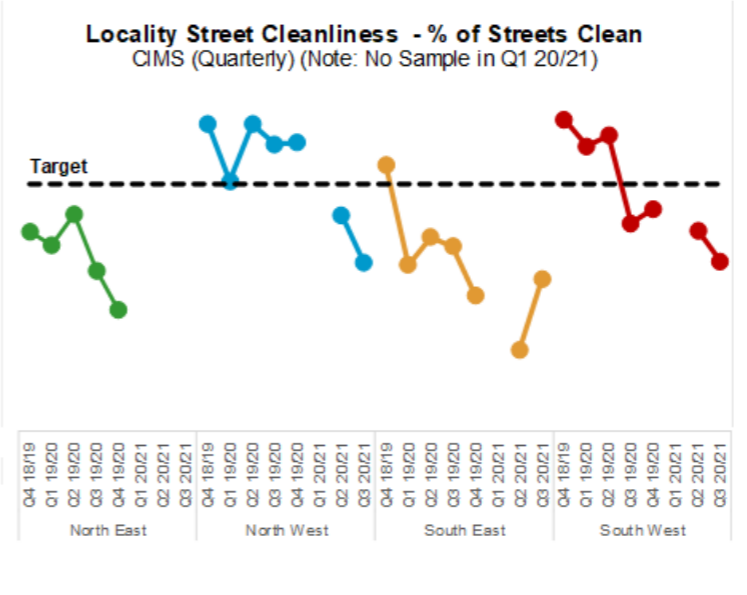
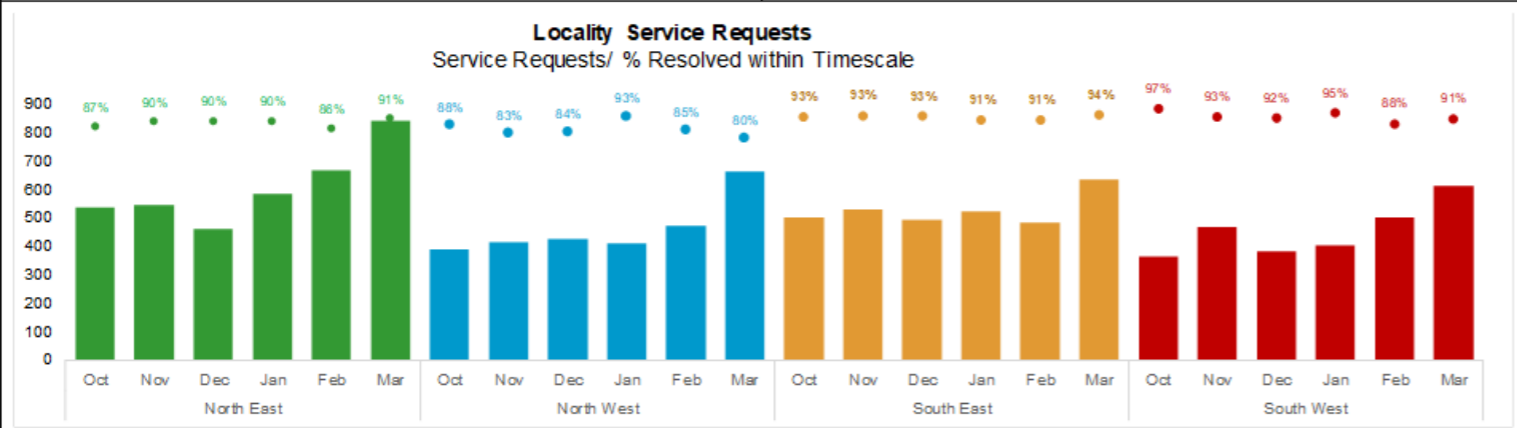
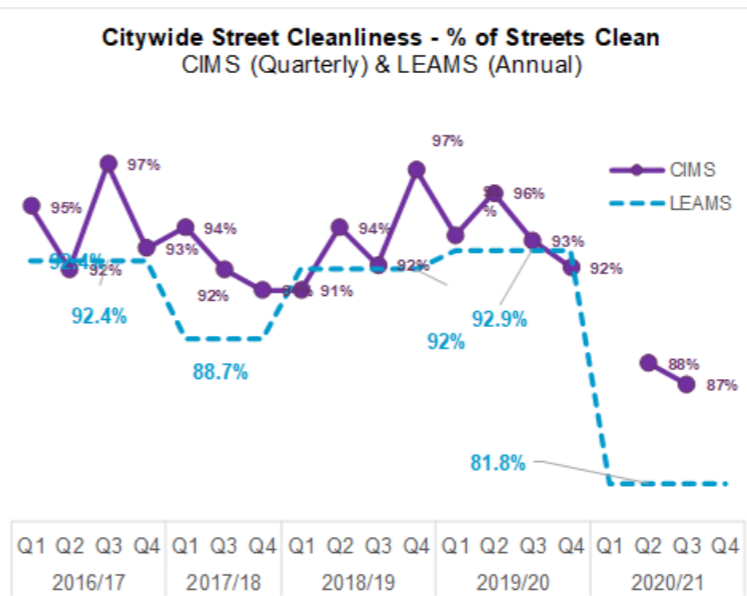
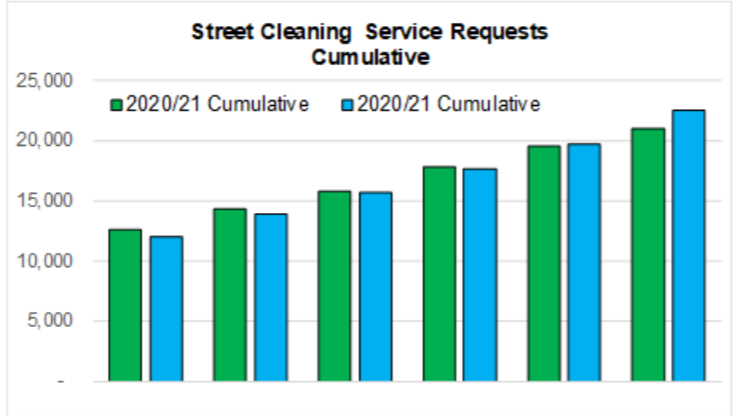
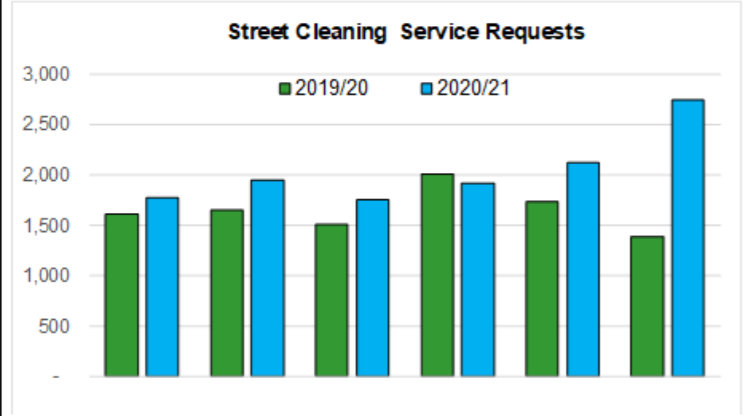
Waste Performance Dashboard - 2020/21 (Oct 2020 - Mar 2021)



Waste Stream	2019/20	2020/21	Difference	
	Tonnes	Tonnes	Tonnes	%
Garden Waste - brown bin kerbside	5,726	6,659	933	16%
Community Recycling Centres	7,400	7,073	-327	-4%
Kerbside Recycling - green bin & blue box	9,455	12,025	2,570	27%
Food Waste	4,945	5,590	645	13%
Recycling Banks (glass, paper, textiles, books)	2,363	3,273	910	39%
Packaging bins - on street, communal	2,192	2,467	275	13%
Other streams	1,879	1,530	-349	-19%
Mechanised street sweepings	2,353	1,640	-713	-30%
Paper - wheeled bins	44	0	-44	-100%
Manual Street sweeping	236	0	-236	-100%
Total Recycling	36,593	40,257	3,664	10%



Cleansing Performance Dashboard - 2020/21 (Oct 2020 - Mar 2021)



Appendix 3: Requests to Service Communal Bins and Recycling Points (October 2020-March 2021)

Waste Full Communal Bin & Bank Service Requests by Ward Oct 20 to Mar 21								
Ward	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Total	% of Total
01-Almond	17	23	40	54	48	31	213	2%
02-Pentland Hills	40	26	61	42	43	39	251	2%
03-Drum Brae/Gyle	19	23	14	37	36	25	154	1%
04-Forth	103	106	168	109	169	132	787	7%
05-Inverleith	132	147	275	142	186	138	1,020	9%
06-Corstorphine/Murrayfield	18	23	35	44	28	37	185	2%
07-Sighthill/Gorgie	55	105	99	77	105	112	553	5%
08-Colinton/Fairmilehead	17	24	23	26	33	15	138	1%
09-Fountainbridge/Craiglockhar	66	62	94	78	105	83	488	4%
10-Meadows/Morningside	122	140	193	165	185	201	1,006	9%
11-City Centre	178	166	273	148	182	188	1,135	10%
12-Leith Walk	188	249	376	192	364	313	1,682	15%
13-Leith	139	137	225	179	194	229	1,103	10%
14-Craigtinny/Duddingston	106	119	165	163	147	176	876	8%
15-Southside/Newington	64	42	74	38	98	74	390	4%
16-Liberton/Gilmerton	32	25	42	67	64	23	253	2%
17-Portobello/Craigmillar	77	81	114	111	128	63	574	5%
No code allocated	45	12	5	1	8	4	75	1%
Grand Total	1,418	1,510	2,276	1,673	2,123	1,883	10,883	100%

Communal Bins / Banks by Ward at MAY 2021		
Ward	Comm Total	% of Total
01-Almond	901	4%
02-Pentland Hills	1,321	6%
03-Drum Brae/Gyle	623	3%
04-Forth	1,691	7%
05-Inverleith	1,123	5%
06-Corstorphine/Murrayfield	452	2%
07-Sighthill/Gorgie	1,533	6%
08-Colinton/Fairmilehead	542	2%
09-Fountainbridge/Craiglockha	1,588	7%
10-Meadows/Morningside	1,296	5%
11-City Centre	1,704	7%
12-Leith Walk	2,814	12%
13-Leith	2,321	10%
14-Craigtinny/Duddingston	1,638	7%
15-Southside/Newington	1,815	8%
16-Liberton/Gilmerton	973	4%
17-Portobello/Craigmillar	1,642	7%
Grand Total	23,977	100%

Appendix 4 - Review of Performance Measures Tracker – March 2020

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; and expand the range of systems across the Council that integrate with this. The new system, and supporting data warehouse, are in place and the project team are working with the service to establish requirements for data infrastructure, dashboard and reports. Alongside this the service have also commenced on auditing, and improving, the data quality of Waste and Cleansing systems and supporting processes ahead of the changes to performance reporting.	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	<p>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)</p> <p>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</p> <p>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</p>	The amendments to the web pages and web forms to achieve these outcomes will be delivered by the Customer Digital Enablement Programme 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 Programme team • CGI • ISL (Routesmart provider) • Verint (sub-contractor of CGI) <i>changed from Connect Assist</i> • ICT 	<p>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 was a need to review this.</p> <p>Following the implementation of phase one of the CDE programme in October; which saw the Council successfully transfer to the new CRM system and webforms; the CDE programme is currently identifying requirements, and related costs, for phase two. For Waste and Cleansing this covers the integration of Fusion to the website/forms, as well as the integration of systems required to manage the chargeable garden waste registrations and subscriptions and investigate direct debit options. These costs will be considered by the Board for sign off and at this point the detail of the changes and the timescales to do this will be better known.</p> <p>In the meantime, the delays page is now updated to area level rather than ward as an interim improvement and system changes to integrate appropriate elements of Confirm to the new Verint CRM has been completed and customers, who request it, are now receiving notifications of progress on the webforms they submit.</p>	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> 		
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 2021/2022.	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 submitted to Zero Waste Scotland for input into the new Litter Monitoring System. Initial training has been undertaken for the Cleansing Managers and the zoning data is now available on the Council's website. Zero Waste Scotland has developed a new Litter Monitoring System which will replace LEAMS in 2021/22. Keep Scotland Beautiful have been trialling the new system during Autumn/winter 2020. There is an indication that the new system will provide a greater range of information than the current LEAMS system but will also require additional resource to undertake. There will be a consultation to allow Local Authorities to input into the development of new system early in the new year. It is intended that during 2020/21	In progress

				LAs will be trained on the new monitoring system with both LEAMS and LMS surveys being undertaken during 2021/22 to provide a consistent hand-over. KSB and ZWS are currently in discussions to assess how this will be resourced.	
5	CIMS is an additional method used by The City of Edinburgh Council to assess street cleanliness and is the only Local Authority to undertake this additional audit. Keep Scotland Beautiful (KSB) manages the CIMS scheme 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. 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	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 	The trial was undertaken in 2019/2020 to assess the possibility to expand the CIMS survey to encompass other issues. Whilst some additional data was captured, KSB reported it extended the time to complete the CIMS surveys and collectively it was agreed that the data obtained didn't add value to the survey. The expansion of CIMS will not be taken forward. The new LMS will provide a greater amount of information and can be used to replace CIMS when it is introduced.	Complete

CITY OF EDINBURGH COUNCIL
TRANSPORT AND ENVIRONMENT COMMITTEE

Item No 3

17 June 2021

DEPUTATION REQUESTS

Subject	Deputation
<p>3.1 In relation to Item 7.1 on the agenda – Potential Retention of Spaces for People Measures – Report by the Executive Director of Place</p>	<p>Keep Edinburgh Moving (written and verbal)</p> <p>Whitehouse Loan Residents (written and verbal)</p> <p>Sciennes School's parent council (written and verbal)</p> <p>Edinburgh Access Panel, RNIB Scotland and Guide Dogs Scotland (written and verbal)</p> <p>Duddingston Primary School Parents (written and verbal)</p> <p>Better Edinburgh for Sustainable Travel (written and verbal)</p> <p>Spokes (written and verbal)</p> <p>Blackford Safe Routes & Spokes South Edinburgh Joint Deputation (verbal)</p> <p>Edinburgh Bus Users Group (verbal)</p> <p>Low Traffic Corstorphine (Verbal)</p> <p>Edinburgh Living Streets (verbal)</p> <p>Corstorphine Community Council (written)</p> <p>Juniper Green and Baberton Community Council (written)</p> <p>Corstorphine Primary School Parent Council - School Travel Action Group (STAG) (written)</p>

CITY OF EDINBURGH COUNCIL
TRANSPORT AND ENVIRONMENT COMMITTEE

17 June 2021

DEPUTATION REQUESTS

<p>3.2 In relation to Item 7.2 on the agenda – East Craigs – Proposed Low Traffic Neighbourhood – Report by the Executive Director of Place</p>	<p>Corstorphine Community Council (written)</p>
<p>3.3 In relation to Item 7.4 on the agenda – Low Emission Zone - Preferred Scheme for Consultation – Report by the Executive Director of Place</p>	<p>Corstorphine Community Council (written) New Town and Broughton Community Council (written) Car Free Holyrood Park (written)</p>
<p>3.4 In relation to Item 7.7 on the agenda – A71 Dalmahoy Junction Improvements – Report by the Executive Director of Place</p>	<p>Ratho and District Community Council (verbal) St Mary's Church, Dalmahoy Residents Association (written and verbal)</p>

BEST DEPUTATION - Spaces for People - For Transport and Environment Committee - 17th June 2021

Thank you for accepting our deputation. We know it will be a long day for you.

We are speaking on behalf of BEST – Better Edinburgh for Sustainable Travel. We are a collective of community groups and businesses across the city. Our members include Spokes Party, Better Broughton, Newington Safe Routes, Spokes South Edinburgh, Bikes for Refugees, Blackford Safe Routes, Car Free Holyrood, Low Traffic Corstorphine, Spokes, and Hart’s Cyclery. Between us we have visited and used all the SfP schemes in the city.

BEST wants Edinburgh to be a city where every one of its residents and visitors can travel freely whoever they are and wherever they need to go. We should all be able to breathe clean air, we should be able to choose active lifestyles, and we should be able to support our local businesses easily.

We want to express our gratitude to the councillors, officers and contractors who have worked so hard throughout the pandemic. We know it’s been tough.

We’d also like to commend the thoroughness of the report.

We are pleased to see that the majority of schemes have been recommended for continuation post pandemic, either through TROs or ETROs, and that all are to stay in place as long as public health guidance requires social distancing.

Spaces for People schemes have been genuinely game changing. For example:

- The school schemes - which have been popular throughout the city.
- The widening of pavement space in shopping streets that have given people confidence and space to go out and support their local businesses and rediscover their high streets.
- The first schemes delivered for health workers at the Western General and the Royal Infirmary. These provided welcome safe cycling facilities for many staff working under unprecedented and stressful conditions.
- The schemes around Silverknowes and Muirhouse, which have provided a network of safer walking and cycling QA on busy main roads surrounding an area of multiple deprivation, linking it to the north Edinburgh cycle path network and a key recreational route connecting to Silverknowes Promenade. That linkage is a key aspect of achieving modal shift to active travel, and seems to represent a vital change in

design philosophy, moving from a focus on “routes” to one that prioritises “networks”.

- According to ELREC (Edinburgh and Lothian Regional Equality Council), cycling in traffic can be even more daunting to ethnic minorities, migrants, refugees, and asylum seekers who might not be used to the UK traffic or who might not feel confident to cycle on the road. Improved infrastructure, that is segregated bike lanes, pavement extensions, controlled junctions, traffic filters and road calming, increases equal access to active travel as it makes it safer for everyone to ride, and it breaks down some of the barriers that disadvantaged groups face.

We are disappointed by the approach being proposed for **shopping streets**. While we recognise that some aspects have caused problems, for example the temporary materials causing trip hazards etc, we feel a more nuanced approach is required.

We are calling on the Council to be more flexible so that more elements can be retained that are clearly beneficial for walking, wheeling and or cycling, particularly in areas with heavy traffic and or a history of KSIs.

Taking this approach should enable a more joined up approach with the design and implementation of 20 minute neighbourhoods. Successful 20 minute neighbourhoods will require significant traffic reduction.

Removing shopping street schemes to provide more parking, only to try to take parking out again later, does not send a consistent message that Edinburgh has to reduce traffic, particularly in areas where people live, shop, and socialise. It also doesn't acknowledge that many people use cycles to do their shopping, and that cargo bikes are becoming increasingly popular.

We do agree that blue badge holders should be able to park easily in shopping streets, and that loading bays should be accessible and practical for traders - albeit that trolley use should be encouraged where required.

On **cycle lanes** – we welcome the proposed retention and the recommended ETRO approach, which we expect to be able to contribute to. In particular, we hope that, with more specific engagement with disabled people including disabled cyclists, designs can be adjusted to ensure schemes and their wider surrounds are inclusive.

We are concerned that the report mentions the possibility in some schemes of moving the cycle lane so that it would be between parking and the running lane.

This should be avoided. Instead, any redesign must be done in line with the sustainable transport hierarchy and best practice design.

It has been disheartening to hear some people pitting ‘the disabled’ against ‘cyclists’ as if these were two distinct and separate homogeneous groups. Too much road and street space is taken up by private vehicles and not enough space is dedicated to fit for purpose high quality infrastructure for walking, wheeling, cycling, and public transport priority.

Protected cycle lanes are more effective if people can rely on them being clear of parked vehicles. This is a particular issue for nervous cyclists, or people cycling with children. The more people can rely on them, the more people are likely to cycle rather than choose another mode.

We know enforcement resources are tight, but we must have more enforcement, and more expectation of enforcement, on all schemes with parking restrictions. Marketing campaigns may help.

We know there have been some incidents of people on cycles hitting wands/defenders and coming off. This is not a reason for removing schemes, but improving them. Anything that can be done to improve safety, including both on site technical fixes as well as information campaigns, would be helpful.

Sadly, we have seen too many people calling for the wholesale removal of schemes, rather than refinement, after an incident or complaint, or as an ideological position.

We’re asking all councillors to try and take some of the heat out of these issues. We understand that not all councillors agree with the approach the Council is taking, and that some wards are experiencing bigger changes than others.

The heat being created around Spaces for People, along with the unfortunate spread of misinformation in some quarters, will not help us bring people along to make the transformations required to meet climate change, air quality, public health, and economic objectives.

Current rates of private car use in the city are not sustainable for anyone - and reducing rates to more sustainable levels will take courage, collaboration, and commitment over the short, medium and long terms.

In closing, we’d like to reiterate our appreciation of the enormous progress Edinburgh has made during the pandemic to increase the opportunities for people to walk, wheel and cycle. Spaces for People has been a massive step in

the right direction. We urge you all to retain the schemes post pandemic, and to build on the work achieved to date to create a travel and transport network that is genuinely inclusive and sustainable.



CORSTORPHINE COMMUNITY COUNCIL – Deputation to City of Edinburgh Council’s Transport & Environment Committee 17 June 2021

The Corstorphine Community Council wishes to make the following deputation to the City of Edinburgh Council’s (CEC) Transport and Environment Committee (TEC) as our residents are affected by -

- 7.1 Potential Retention of Spaces for People Measures – Report by the Executive Director of Place
- 7.2 East Craigs – Proposed Low Traffic Neighbourhood – Report by the Executive Director of Place
- 7.4 Low Emission Zone - Preferred Scheme for Consultation – Report by the Executive Director of Place
- 7.10 Cammo Road – Trial Vehicle Prohibition (Road Closure) – Report by the Executive Director of Place

being discussed at the TEC meeting on 17 June 2021.

BACKGROUND

Potential Retention of Spaces for People Measures

We have previously submitted a response to the recent consultation exercise which is attached at ANNEX A.

East Craigs – Proposed Low Traffic Neighbourhood

The proposed East Craigs LTN falls within our Community Council area and has been the subject of significant community action and several deputations from Corstorphine CC to the TEC and Full Council meetings.

Low Emission Zone - Preferred Scheme for Consultation

Corstorphine CC hosted the Convener and Deputy Convener of the Transport and Environment Committee with relevant City Council officers at one of our meetings to discuss this issue. We were grateful to all concerned for their consideration and being generous with their time to address residents’ concerns. The position of the Community Council was that having two of the most polluted streets in Scotland within and adjacent to our Community Council area it was incongruous that the proposed LTN did not extend to cover West Edinburgh. This position was supported by most of our Elected Representatives.

Cammo Road – Trial Vehicle Prohibition (Road Closure)

Corstorphine CC has been liaising with our colleagues in Cramond and Barnton CC about residents’ issues concerning Cammo.

As a Community Council opinion has been divided about the merits of the Spaces for People Measures and Low Traffic Neighborhood proposals and I believe this reflects the divergence of views amongst



our residents. I have therefore invited all our members to amplify or amend the views they had previously expressed. The following were received before the deadline to submit our deputation.

CONSIDERSATION

Individual Corstorphine CC colleagues wish to make the following comments -

Potential Retention of Spaces for People Measures

“I am supportive of retaining the bulk of these schemes but am disappointed to see the wholesale removal of the extra footway space along SJR. There are some very narrow pavements here that really benefit from extra pedestrian space.”

“In respect of Corstorphine Primary School I am keen that ensure that the measures on Corstorphine High Street, Manse Road, Manse Street, Featherhall Road, Kirk Loan and Ladywell Avenue are kept. In addition, the measures on St John's Road make the route to school safer and more pleasant for many of the children and families travelling from the north of the catchment. Whilst not perfect the St John's Road measures improve the pedestrian experience which is in line with Council policy of prioritising pedestrians. Loading bays are provided along the length of St John's Road and these prevent clear passage for buses so it feels like a compromise could be reached where pedestrians and loading are accommodated - by removing the pedestrian sections, they are not prioritising buses, they are prioritising parking which is contrary to Council policy.”

East Craigs – Proposed Low Traffic Neighbourhood

“I am disappointed to see this project completely shelved, as there are some busy streets in the area that could benefit from targeted interventions to help reduce traffic domination. I do not live in the area but do walk/cycle into it regularly to visit the doctors on behalf of my Mum and have friends that live in the scheme. The decision not to progress any intervention at all also ignores the significant development to the west, which is likely to create traffic intrusion once completed.”

Low Emission Zone - Preferred Scheme for Consultation

“Disappointment that the proposed LEZ doesn't have a city-wide boundary and the timescales are slow.”

Cammo Road – Trial Vehicle Prohibition (Road Closure)

“I do know the road quite well as I cycle it regularly. Most of the elected representatives and Cramond & Barnton CC support this closure, and I would also support a trial. This view is strengthened by residents who are keen to see this road closure. There is going to be a lot of traffic pressure on Cammo Road with the new Turnhouse development, so I can understand the rationale for the trial. Residents opposing the measures are concerned about having to access their properties via the Maybury junction. This is due for a significant upgrade, so the issue of junction capacity would be addressed in the medium term.”

“Cammo Walk has also been valuable to many families who can use that route to get to Cammo and onward to Cramond. The crossing at Maybury was instrumental in making this a viable route too.”



CONCLUSION

We look forward to continuing to engage with relevant City Council officers on these issues to ensure positive outcomes for our residents. I understand that the Corstorphine Connections LTN will be considered at the next Transport & Environment Committee meeting, and we wish to make an oral deputation at that time. It would also be helpful to know when the TEC will consider the proposed Controlled Parking Zone.

STEVE KERR
Chairperson
Corstorphine Community Council

Chair
Edinburgh Association of Community Councils



ANNEX A

CORSTORPHINE COMMUNITY COUNCIL – Submission to City of Edinburgh Council’s Retaining ‘Spaces for People’ Measure’s consultation

The Corstorphine Community Council wishes to make the following submission to the City of Edinburgh Council’s (CEC) Retaining ‘Spaces for People’ (SfP) Measure’s consultation as our residents are affected by the proposal.

GENERAL COMMENTS

Corstorphine CC is entirely supportive of the health and safety rationale behind SfP Measures in addressing the challenges of the Coronavirus (COVID-19) pandemic. The introduction of measures around local schools has been positively commented on and are widely appreciated.

Residents conflate the thematically linked but separate issues of SfP Measures, the proposed Controlled Parking Zone, and the proposed Low Traffic Neighborhoods’. Negative views on one issue colors opinions on the other two. Indeed, the views expressed by residents often illustrates their confusion.

Several of the SfP Measures have only recently been introduced. An example being Corstorphine High Street. Changes require residents to have a reasonable amount of time to adjust and have a considered view of the intended benefits of the measures. By asking for views now the City Council may be inviting a jaundiced response.

CORSTORPHINE RESIDENTS’ VIEWS

“Gylemuir Primary School

The closure at Gylemuir Primary has been helpful for families cycling to Corstorphine Primary through the Gyle Park as this is on their safer route to school.”

“Carrick Knowe Primary School

Having that extra space now has been great regarding social distancing and just a more pleasant route to school for families. If it continues, we would hopefully be successful in encouraging walk/bike to school choices rather than cars. Unfortunately, the temporary mock-up style and feel to it (along with



many parents ignoring the road closure) is now concerning though. Currently people are parking on corners/double yellows and vision for crossing is restricted, it is also resulting in lots of 3 point turns in areas where children are crossing etc. All in all, from the school's perspective we want to keep it, but adjustments would be required to make it work and feel safer. Ideally, we would have a proper crossing put in place and double yellows, but we have yet to be successful with this request despite two accidents involving pupils and vehicles right outside the school."

CORSTORPHINE CC MEMBERS VIEWS – anonymized

"I support all the current Spaces for People Schemes in Corstorphine. I went down to Corstorphine High Street this afternoon when the School was coming out. The Lollipop Lady at the Crossing confirmed my impression that this scheme is going very well. However, she has observed that with the present closure of Manse Road the volumes and speeds of traffic have increased."

"I am personally supportive of retaining SfP measures in the local area. As a person who currently spends most of their time on foot, they have really helped to improve the environment. I would be keen to see the wider pavements retained along St Johns Road, the measures around the local primary schools made permanent and, providing the Meadow Place Road intervention causes little impact, the retention of this scheme also. The closure of Cammo Walk has been extremely popular, and I would like to see this walking/cycling corridor retained and the crossing point made permanent so people can safely get over the Maybury Road. Tightened junctions at Dovecot and Old Kirk Loan have been particularly good to help me get across roads more safely. I feel the recent build outs on the High Street are helping to improve the walking environment as it is slowing traffic down along this speeding and collision hotspot. I have not personally used the Drum Brae North cycle lanes but am supportive of interventions that help to improve walking and cycling. I would ask that any retained interventions are accurately assessed for equalities - for example I think that the existing cones and wands are poor for people with visual impairments and would need to be replaced with proper infrastructure i.e., actual widened pavements with (where relevant) properly positioned bollards to stop pavement parking and dropped kerbs in appropriate places."

"Manse Street and Featherhall Road

The closure to through traffic to the rear of Corstorphine Primary has been incredibly successful in providing extra space for families and in reducing traffic, congestion, and air pollution near the back gates of the school. Residential and service vehicles are still able to access all properties as needed. It would be good to see a more aesthetic solution implemented to show that the road is open to walking, wheeling, and cycling whilst still allowing access for residents, service vehicles and disabled drivers who require access. This would also help children to understand the boundaries of the safer space. More regular enforcement to deter those who continue to use the road when they should not also be worthwhile (perhaps a permit system could be implemented).

St John's Road



The extra pedestrian space has been very much appreciated and it would be fantastic to see the widened pavements remain (and perhaps more sections given the same treatment as it is a bit stop start). This provision needs to be balanced with safe space for cyclists - perhaps half the width of the road lane could be given to pedestrians and half to a protected cycle lane. Pedestrian crossing point timings still leave people standing waiting for far too long and these should be adjusted to prioritise people not vehicles. With regards to complaints of loss of parking, there are multiple car parks along and just off St John's Road and indeed many of the businesses also have private car parks. Should there be an opportunity for additional measures, Clermiston Road needs traffic calming and better pedestrian provision, particularly on the bottom section from Forrester/Belgrave Road towards St John's Road (and especially next to Sher hairdressers).

Corstorphine High Street

The extra pavement space, particularly to the east between the school gates and Manse Road has been transformative and should be kept permanently with a full width pavement, dropped kerbs and bollards to prevent pavement parking. The build outs have had some positive effect in keeping traffic further from pedestrians however speed remains an issue and further measures are needed to address this.

Junction narrowing and yellow lines.

The junction narrowing has been extraordinarily successful in improving conditions for pedestrians and should be made permanent with appropriate tactile treatment and pavement/road level adjustments to allow those with mobility issues to travel unimpeded. The addition of double yellow lines has improved sight lines for pedestrians crossing at junctions and should remain.

Ladywell Road and Meadowplace Road

The new cycle lanes have just been installed in the past couple of days so have not had the opportunity to see how these work in practice but support the implementation of protected cycle lanes which can aid children and families to move around the area safely. The main issue raised seems to be around parking for the Ladywell Medical Centre and would suggest that the surgery is approached to suggest that they provide patient parking within their large car park for those who require to drive to appointments. The Council needs to find a solution for the cycle lane to be continuous whilst maintaining provision of disabled parking for residents. Rosendale Road in Lambeth has recently been redesigned to accommodate similar demands and may provide good source data for how a permanent change could work.

Cammo Walk

The pedestrian crossing and closure of Cammo Walk to traffic has been brilliant and we have used this route as a family for exercise and trips to the beach at Cramond and Dalmeny Estate by bike which we would otherwise not have been able to do. The pavement at the crossing should be widened to allow for use by bikes and pedestrians and the connection to Cammo Walk should be paved immediately next to the crossing to allow ease of access for pedestrians and cyclists.

Drumbrae North

Have not used this section yet but again, any provision which helps to create safe cycle transport links should remain and be extended to ensure that there is a full network of safer cycle routes for families to provide a genuine alternative option to taking the car or public transport for local journeys."



“It’s good that CEC Active Travel and associated teams are now aware of the legal position and why TTROs and Spaces for People is not an appropriate way to introduce strategic travel changes which do not directly support addressing Covid-19 challenges.

However, the move to permanence is disturbing and comes across as disingenuous as it was said that the condition of the funding was the temporary nature of the measures and their (long) time limit of 18 months. The goalposts seem to have moved considerably in the direction of non-Covid strategic aspirations. These matters, as what a group of people may be willing to put up with for the sake of surviving and supporting each other during a public health emergency is different from a large-scale change in amenity and lifestyle.

Also, the noticeably short 5-day notification period for what is now a multitude of schemes left little or no time for detailed consideration of these measures. The ‘emergency and temporary measure’ reassurance was designed to cover that in part, but it would not now. I am unaware of detailed and agreed (i.e., with affected communities) analysis of how the measures are performing to enable a considered judgement to be made. I am aware that the Edinburgh Access Panel have significant concerns about some schemes; it appears that they are not being listened to.

Whilst encouraging active travel may be a laudable aim, I suggest that trying to do this by force is ultimately counterproductive and that reasonableness, persuasion and incremental change is the way to go. Active travel, as interpreted here, also disadvantages those who a whole range of mobility issues, including hidden disabilities and for whom the level of activity they can manage is at least a calculation, if not a major barrier.

It truly does feel that this has turned into ‘Spaces for Cyclists’ instead of something with benefits for a broader range of people. For example, if pedestrians really are at the top of the hierarchy, then why has the maintenance of pathways and pavements not been prioritised from the revenue budgets during Covid, especially during the icy weather when many were condemned to being inside and alone as walking was too risky?

At some point, there needs to be some realism regarding cycling – it is not for everyone and, even if people are physically and mentally capable and willing, cycling cannot cover a large part of our transport needs, e.g., where multiple people are travelling together, areas are not easily accessible, personal safety, illness, time constraints etc. Some of these constraints also apply to walking.

Public transport may have Covid risks, but these are manageable now. Also, in the longer term, it will be completely fine to use public transport to the full so that area needs consideration. For example, dedicated buses to serve Gyle business park from Corstorphine centre, East Craigs etc. would take some, possibly much, business and shopping traffic off the road. Truly integrated transport, i.e., with good ticketing options, could make this extremely attractive.

I believe that the road is a shared space for all. It is not a play area, or for one group to dominate in preference to others. I am committed to working with fellow community councillors, CEC and others on its enhancement and safety but in a way that is sensible and serves the community, not an ideology. Responding to the objectives in the consultation information, I suggest that:

- Encouraging travel mode change is fine but switching to walking or cycling is dependent on several factors including time, purpose of journey, business productivity and is not always possible, for good reasons.



- Supporting high streets and city centre businesses includes the need for supplier, staff, and customer access. Some people simply cannot walk long distances to have a coffee so, in not coming, the business suffers, and social isolation potentially increases. People accessing a hotel for a funeral reception need available parking etc. Provision of free, but time-limited parking could help eliminate commuter parking but provide a vital boost for businesses and people's wellbeing alike.
- There are many ways to improve road safety including education and non-intrusive measures such as automatic red lights when speeding vehicles are detected. Ultimately, risk cannot be eliminated from life.
- Health cannot be improved if reasonable access to healthcare providers, social opportunities etc. is made exceedingly difficult or impossible.
- In addition to active travel options, the use of electric vehicles and provision of charging points will help reduce carbon dioxide emissions to support net zero carbon targets, so I suggest these are factored into the planning considerations.

Elsewhere the elimination of street clutter is mentioned as an aspiration; my observation is that I have never in 30 plus years seen Edinburgh's streets look such a mess with bollards, lane markings, signage etc. I am not in favour of retaining this standard of streetscape.

In terms of specific SfP measures, I feel that the Drum Brae North's scheme is questionable in that a CEC response to me indicates enhancement to existing cycle routes, rather than strict Covid-related necessity. Although physical distancing considerations have relevance, considerate pedestrians and cyclists can manage this in the context of use of the East Craigs paths – I walk these almost every day so know that from personal experience – and the road network in the area is quiet, as attested to by my cyclist friends and seen by me whilst walking around (I know of two genuine 'rat runs' but that's all.) My understanding is the Spokes did not think that the segregated cycleways on Drumbrae were a great idea, so it worries me that even they are not being listened to regarding suitability/proportionality of schemes. Recently there was an issue regarding an emergency vehicle in the area – the bollards make it difficult to use the road space flexibly to let these pass. My own feeling is that effective emergency response is more important than limited cycle use by an exceedingly small sub-group of cyclists who can and will use the route. I respectfully request that this is reconsidered, perhaps by removing some or all the bollards and leaving the cycle lanes.

In terms of cycle lanes generally, people who are entering or exiting vehicles need protection from fast cyclists, especially those coming down a steep hill like Drum Brae. For example, someone with mobility difficulties, or who is moving children or goods from a car or other passenger transport, is at risk, especially as it is not reasonable to expect these people to take fast evasive action to avoid injury. I could be incorrect in this but, at present, I am not aware of anything in the Highway Code that would require cyclists to give way to people moving between vehicles and the pavement; perhaps there now needs to be, or at least some interim guidance. I see from this week's local newspaper and elsewhere that the Edinburgh Access panel also has concerns with the CEC prioritisation of cyclists over disabled people.

In conclusion, I am not in favour of a widespread adoption of Spaces for People measures. Let us consider carefully - CEC, CCs and the community - what works, what doesn't and how to genuinely enhance our communities for the benefit of all, and without detriment to either the majority or those most in need."



“Many of the streets we wish to comment on are not listed and the options given (agree or disagree) did not allow me to respond honestly as for many of the options we agreed with some aspect of the option but disagreed with others.

We realise that the introduction of ‘Emergency’ Covid regulations do not require full public consultation. In our opinion it would have been beneficial for everyone concerned to have had discussions with residents and businesses as they are the people who are aware of the local situation, and this informs the decision makers of the most beneficial measures to introduce whilst meeting legal and safety requirements.

As these discussions have not taken place and the survey form does not allow us to adequately outline our opinions, concerns, and suggestions we have therefore listed our comments below.

I understand from speaking to the Lord Provost that comments submitted by email will be fully considered as part of the survey.

1. Wester Broom Place.

Measures have not been implemented correctly with incorrect signage, inadequate barriers, and signs. There has been extraordinarily little evidence of these measures being monitored or enforced. The closure of the Wester Broom Place/South Gyle Road junction has in our opinion created a dangerous traffic situation particularly for the children accessing/leaving the school but also at weekends and evenings for children and adults accessing the park when the street is being used as a parking area by parents of football teams using the Gyle Park. Although the new measures prohibit access to Wester Broom Place and the northern end of Broomhall Drive (other than for residents and teachers accessing the school car park), a substantial number of unauthorised cars still access Wester Broom Place/Broomhall Drive and with one end of the street being closed forcing entry and exit at Broomhall Drive. This requires drivers to carry out a turning manoeuvre in a very narrow street (often at the school gate) which in our opinion is an increased danger to children. We have witnessed several near miss incidents involving children. Whilst we are of the opinion that previous arrangements were adequate but needed enforcement of traffic and parking regulations and common sense, we have always suggested that a one-way system was worthy of consideration as we accept that it is always worthwhile considering improvements.

2. Broomhouse Road.

These measures are still in the process of being installed but have been in operation this week. We are particularly concerned at the inappropriateness of the measures introduced which we think are dangerous for vehicles, cyclists, and pedestrians. We are of the opinion that the cycle lane layout is difficult to operate e.g., where cyclists are forced out into the middle of the road at bus stops. With the introduction of the bollards dividing the cycle lane and the road this has resulted at busy times in blue light emergency vehicles being stuck in the traffic queue and being delayed for a period. We are also concerned at the narrowing of the road available to vehicles turning right into the Wester Broom estate which no longer allows vehicles continuing to progress up Broomhouse Road to pass the turning vehicle on the inside, therefore causing further congestion on an already busy road. This will add to the difficulties listed above regarding the emergency vehicles. The proximity of the start of the bollards to the traffic light junction at Tesco causes buses and large lorries to cross the white line into the opposite lane. The new layout travelling north at the traffic lights will inevitably increase the amount of congestion which now can see traffic stretching from the traffic lights to St Augustine’s school.



3. Ladywell Road/Corstorphine High Street.

Whilst we accept that it is important to consider the safety of pedestrians (including school children) and that measures need to be considered, we are of the opinion that those that have been implemented have raised serious safety issues. These include the inappropriate siting of the road narrowing bollards at the east end of the High Street and the narrowing of the road in the area outside Claycotts Housing Development. We are also concerned at the loss of parking spaces close to the doctor's surgeries which adversely impact on patients who have mobility issues or due to illness require to use a car.

4. Drumbrae North.

Similar issues to those expressed for Broomhouse Road.

5. St John's Road.

The increased pavement width at some parts of the street is helpful but are also in places much less helpful and unnecessarily take away parking spaces which has a detrimental effect on the local shops by making it more difficult to receive deliveries and potentially reducing the number of customers. It is important that Spaces for People measures do not result in less footfall for businesses as this will result in negative effects on the local community.

6. Other comments.

Although we are not cyclists, we have cyclist friends who are concerned about the cycle lanes being segregated by bollards. Cyclists are trapped in the lane whereas prior to these being introduced they had manoeuvrability when faced with a slow cyclist, pothole, or obstruction in their path. Also, debris collects in the gutters which will not be able to be cleaned by the City Council street cleaning vehicles. In winter, snow and ice cannot be cleared from the cycle lanes by gritting lorries thereby making them dangerous and unusable by cyclists.

We would reemphasise our comments that whilst we are against retaining many of the Spaces for People measures recently introduced because in our opinion, they are inadequate and dangerous, we would support proper consultation with the community to identify what safe measures could be introduced."

CONCLUSION

The views expressed by Corstorphine CC members reflects the divergence of views among our residents. The proposal to make SfP Measures permanent requires further direct discussion with Corstorphine CC and we would welcome an early meeting with relevant CEC Officers to address questions and concerns.

STEVE KERR
Chairperson
Corstorphine Community Council

Chair
Edinburgh Association of Community Councils

Transport and Environment Committee June 17th 2021

Item 7.1 Potential Retention of Spaces for People Measures

Written Deputation by:

Corstorphine Primary School Parent Council - School Travel Action Group (STAG)

We thank Elected Members for their time in considering this written deputation, which outlines:

- Background (to our School Travel Action Group, and School Travel Plan)
- Impact of Spaces for People measures
- Observations regarding potential Retention of Spaces for People Measures

Background

Our School Travel Action Group is a sub-group of the Parent Council and works in conjunction with the school, Junior Road Safety Officers 'One Planet' Group, City of Edinburgh Council School Travel Team and Corstorphine Community Council with the aim of improving safety, encouraging active travel and looking at ways to ensure that everyone can travel to and from school easily, with consideration of others and the environment. Our current School Travel Plan contains lots of research undertaken on the problems faced by the school community and our action plan to address the issues.

The school run is a major contributor to traffic on the roads around 9am and 3pm, yet for many, this is a very short journey. We acknowledge that there are many reasons why children are driven to school and for some, travel by car will remain the only viable option, some or all of the time.

The aims of our School Travel Plan are:

- To significantly reduce the number of cars being used on the journey to and from school
- To remove actual and perceived barriers to active travel to and from school
- To reduce traffic congestion around the school and surrounding area
- To improve safety on the journey to and from school
- To increase understanding amongst the school community of the travel options which are available to them
- To increase awareness of the benefits of active travel

The steps involved in our School Travel Plan are as follows:

1. Establishment of the School Travel Action Group. This is a group of pupils, parents and teachers who meet on a regular basis to develop and promote the plan.
2. Consultation with pupils, parents, staff and local residents. This was done through surveys within school and online. Pupils from the One Planet: Road Safety / Travel to School group assisted with designing and running these surveys. Consultation sessions for parents were also run as part of parents' evenings. Classes within the school conducted walking surveys to map the local area and identify barriers.
3. Targets and plan of action. Targets set are SMART (Specific, Measurable, Achievable, Realistic, Time-based.)
4. Promotion. The plan is promoted throughout the school community.
5. Review. The plan is monitored and reviewed as actions progress and targets are met. It is a 'living document' which will be adapted to the changing situation.

Impact of Spaces for People measures

Whilst Covid-19 has impacted on some of our School Travel Plan targets and timescales, the Spaces for People measures which have been implemented in response to the pandemic have delivered the following benefits for our school and wider community and helped us to make progress with achieving our targets:

Reduction of cars in the immediate vicinity of the school gates

- Introduction of defender units with bollards on Corstorphine High Street
- Closure of Manse Street and Featherhall Road to through traffic

Safer spaces for pedestrians

- Widened pavements on St John's Road and Corstorphine High Street
- Traffic calming measures on Corstorphine High Street

Improved safety, visibility and crossing distance at junctions

- Double yellow lines deter parking across dropped kerbs and improve sight lines
- Narrowed junction bell mouths slow traffic and make it easier to cross

The beginnings of a network which allows pedestrians and cyclists to move around the city more safely

- Introduction of protected cycle routes on Meadow Place Road and Ladywell Road.

Observations regarding potential Retention of Spaces for People Measures

We have 2 main observations in relation to the paper presented to Transport and Environment Committee:

1. Recognising the temporary nature of the interventions to date, **we welcome the proposal** (at paragraph 4.79 onwards) to re-prioritise the School Travel Plan review and to complete this by the end of 2021; with consideration given to necessary legal orders to retain or introduce new measures in line with School Travel Plan proposals.
2. We note that (at paragraph 4.84) *'the current measures are generally in place around the school gates, rather than across a wider area surrounding individual schools. It is considered that, in many cases, it is likely that experimental measures could be more extensive and would require dedicated signage to indicate the restriction in place. Therefore, officers will progress discussion with individual schools in term 1 of school year 2021/2022'*. Again, **we welcome this proposal**. Corstorphine Primary School catchment area straddles the busy A8 arterial route (see Appendix), with the school on the south side of the A8, and the majority of the catchment on the north side of the A8 (extending from Maybury to Edinburgh Zoo). We note the proposed removal of 'shopping streets' infrastructure, including within St John's Road. However, any consideration of 'safe routes to school' for walking, cycling and wheeling would need to consider a broader area than just around the school gates; for example, the adequacy of pavement space in and around St John's Road and around pedestrian crossing points on main routes to school.

Billy Samuel, Chair – Corstorphine PS Parent Council

Tom Wallace, Vice-Chair – Corstorphine PS Parent Council

Vikki Brown, School Travel Action Group – Corstorphine PS Parent Council

Appendix

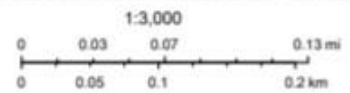
1. Local Roads surrounding Corstorphine PS (situated on Corstorphine High Street)

The City of Edinburgh Council Atlas

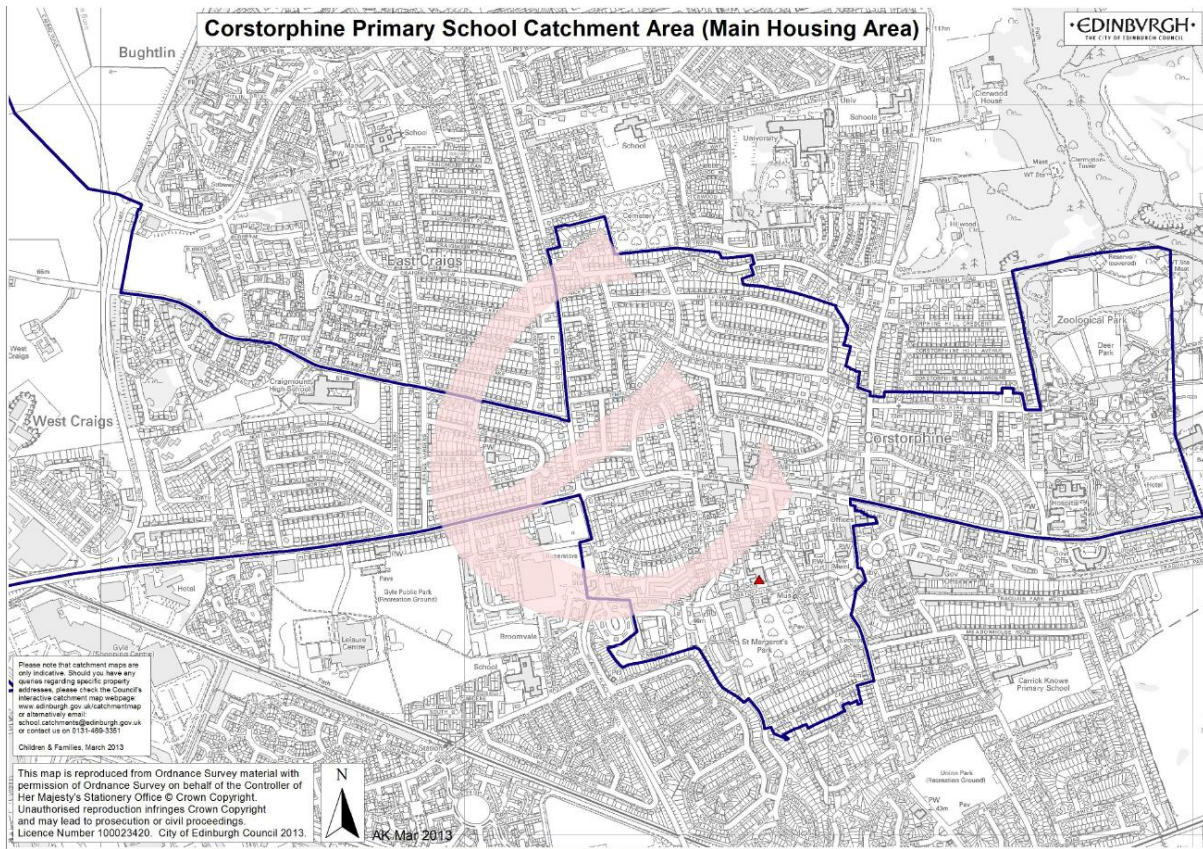


11/19/2018, 12:38:58 PM

• Primary Schools (Non-Denominational)



2. Corstorphine PS Catchment area (including A8 arterial route – St John’s Road)



3. Corstorphine PS Catchment area (Main north/south walking routes to school)



4. Pictures Illustrating Positive Impact of Space for People Measures

Before



After



Before



After



Before



After



Before



After



Before



After



Deputation on Spaces for People Measures Transport and Environment Committee 17 June

Newington Safe Routes, on behalf of Sciennes Primary Parent Council

In this deputation we express:

1. support for making permanent the closure of Sciennes Road
2. support for the protected cycle lanes along Mayfield Road and Causewayside
3. concern about the impact of the planned construction work at Sciennes Primary School on pupils' access to its playground and propose solutions interacting with the way Sciennes Road is closed

Newington Safe Routes

Newington Safe Routes is a group in South Edinburgh who wishes to create safe, low pollution active travel routes through our local area, taking into account the needs of all residents and the businesses and services that support them. The group's membership comprises the Sciennes Primary Parent Council Travel Committee and local residents. The graphic alongside shows the group's area of focus.



Spaces for People

We are writing in **support of making existing Spaces for People measures permanent**. It is clear through the feedback that we have locally that these measures work well, protecting vulnerable road users without negative effects on traffic flow. Retaining these measures is integral to our vision for active travel routes for all residents as set in our proposal, which is endorsed by a range of community groups including Marchmont and Sciennes and Grange and Prestonfield Community Councils and the Grange Association.

Sciennes Road School Street

In particular, we would like to express **support for the 'school streets' closure of Sciennes Road outside Sciennes Primary school**. This measure has been benefiting pupils, parents and local community in the following ways:

- Ensures safety of children especially during busy drop off and pick up times
- Provides space for parents to physically distance
- Allows children to safely cross the road to the nature strip opposite school
- Provides a quiet and 'clean-air' space for the local community

The road closure is popular with local residents. Vehicular traffic continues to flow well in the area whilst encouraging more pedestrian and cyclist commute.

Protected Cycle Lanes through the area

We **support keeping the protected cycle lanes** that run through the area along **Mayfield Road and Causewayside**. They make these roads safe to cycle for inexperienced cyclists including small children for

the first time, and again does not have a negative impact on vehicle traffic and retains parking along the Northern section of this route. The continued protection of vulnerable road users on this route is particularly important since travelling along Mayfield Road is unavoidable when travelling by foot, bike or wheelchair through the area due to the railway lines cutting through the area.

Issue with Sciennes' School playground access and use of Sciennes Road for children

Construction work is planned at Sciennes School over the next 18 months. As a consequence, **pupils will lose access to half of the school's playground space** – which is already one of the lowest playground space per child ratio in Edinburgh.

This will severely restrict the school's ability to provide daily access to its playground to all of its pupils and **deny any possibility of outdoor learning at the school.**

With Sciennes Road closed, either permanently or temporarily, **we call for considering solutions using the portion of the road immediately adjacent to the school.** There is low pedestrian and cyclist traffic through the road, currently closed, and finding ways to dedicate part or all of it to the usage of the school would alleviate the foreseen problems.

Failing that, part of the school's children would have to be taken daily outside the school, either to the nearby Meadows Park or to the closed Road, during the school breaks. Accessing the Meadows requires a safe route and consideration of closure to Melville Terrace with planters at the Livingstone place crossing point. Up to 8 temporary staff would also be needed to supervise the children when they are outside the school, as considered 'excursions'

This issue is causing concern and angst among the parents of the c650 pupils at Sciennes School and we call it to the attention of the Travel and Environment Committee. This is illustrated in the photo below showing how the school's pupils cannot fit in the available playground space, where they are supposed during breaks to be able to interact, play, and run! We blanked out the area impacted by the construction in this picture leaving even less space for the children.



Edinburgh, 15th June 2021

Dear Councillors,

We are presenting this deputation on behalf of a group of parents from Duddingston Primary school who use the cycle lanes.

We are here to talk about agenda point 7.1, the potential retention of SfP measures.

There are a number of SfP measures in the area surrounding Duddingston Primary school, notably the protected cycle lanes on Duddingston Road, Duddingston Road West, Milton Road and Willowbrae Road.

In October 2019, a group from Duddingston Primary School, including children, made a deputation to this committee calling for cycle lanes to be introduced along Duddingston Road because of road safety concerns. We applaud the fact that those cycle lanes are now in place, albeit on a temporary basis at present. These cycle lanes are a great addition to the area and in our view, they are having a positive impact on enabling parents and children to travel to and from school safely by bike.

We are therefore very pleased to see that the Report by the Executive Director of Place is recommending retaining all of these cycle lanes. We fully support their retention.

A speed survey conducted on behalf of the council showed average speeds on Duddingston Road have reduced since the installation of the cycle lanes (see table from survey below^a), and as parents who use the cycle lanes, not just on the school run but on the weekends and holidays as well, we can confirm that they have helped our children feel more able to cycle on the roads, taking them off the pavements and making more room for pedestrians in the process.

However, the cycle lanes as they stand are not perfect. There are a number of improvements and additions we would like to see made, both immediately while the lanes are temporary and also in the longer term, should the lanes be made permanent.

The first pressing issue is the lack of enforcement in a number of areas: Even though average speeds along Duddingston Road have reduced, almost 50% of cars still travel above the speed limit^a. Additionally, cycle lanes and parking restrictions (eg double yellow lines) are simply ignored by a number of drivers. That this is apparently without consequences is not acceptable.

Cars are regularly parked in the cycle lanes on Duddingston Road during the school run, in particular outside St John's Primary School. This may be a very small minority of people, but it appears that those individuals repeatedly park illegally with no consequence whatsoever, and therefore continue to do it. A council parking attendant stationed outside St John's Primary School explained to us that it was very difficult for him to effectively cover such a large area – if he went to approach a car that was parked illegally, the driver would simply move off. He recounted an occasion when one driver had deliberately mocked him, essentially playing cat and mouse, driving up and down the street to park and then driving off again each time he approached. He suggested it would be necessary to have more people to cover the area effectively. A Community Police Officer also explained on one occasion that they were unable to issue tickets unless they had a colleague with them.

Similarly, the School Streets provisions in the area, in particular Hamilton Terrace and Hamilton Drive, are also flagrantly ignored by many drivers. We have been requesting enforcement of existing parking / traffic restrictions for several years, but we have seen no progress on this front. We understand there are resourcing issues in providing a physical presence for the purposes of enforcement, so we wonder if it would be better to employ the use of cameras to enforce speed limits and parking restrictions instead.

The second pressing issue is the perception that the cycle lanes are still not safe for cyclists, because of the continued presence and dominance of cars. This is a fundamental problem which we believe means the lanes are currently not being used to their full potential. There are large stretches of the cycle lane where wands have not been installed, most noticeably outside and opposite the entrance to St John's Primary School. Whatever the Council's reasoning for this, the result is that some parents regularly use this area of the cycle lane to park in at school pick up and drop off times. This has a significant impact on users of the cycle lane during the school run (one of the busiest times of the day for traffic) especially on children, who often have to get back on the pavement as they do not feel safe having to move out into the middle of the road to pass a car which is illegally parked on the double yellow lines in the cycle lane.

The current placement and design of the speed humps often leads drivers to steer into the cycle lane in order to avoid them, causing dangerous situations. If the speed humps were one continuous hump, rather than the existing shape, this could be avoided. Another way to prevent this behaviour would be to position a wand adjacent to the speed hump.

Additionally, it is key that the cycle lanes are extended down Southfield and Brighton Place, creating a link from the City via the Innocent Railway path all the way to Portobello. The Duddingston Primary School catchment extends into this area of Portobello and children and parents have to negotiate this congested and dangerous stretch of road. Just this week a child travelling by bike to St John's Primary was involved in a collision with a car at the junction of Southfield Place and Stanley Street. Luckily the child came away without serious injury, but this is a very real reminder that something needs to be done soon before anything worse happens. This would also be a crucial element of the cycle infrastructure linking up Portobello High School and Holyrood High School with its feeder primaries. Given the spatial challenges on this stretch of street, it may be necessary to explore options such as a bus gate and a separate residents' parking area to make this work effectively. Full cycle segregation on the A1 corridor up to the entrance to Portobello High School is also needed to make cycling a viable option for many children travelling independently from Brunstane and Parson's Green Primary catchment areas

Looking to the future, when these cycle lanes become a permanent feature of our school area, we would like to see more effective segregation. Whilst the wands do go some way to segregating traffic, they are not an effective barrier and as a result, some cyclists, especially children, are put off using the cycle lanes as they still do not feel safe. In order to encourage and maximise active travel for everyone, but particularly for children, it is critical that we make the roads as safe as possible for them. We appreciate that this might result in some inconvenience in respect of parking, but safe active travel should be the key consideration, in line with the priorities set out in the City Mobility Plan and carbon reduction targets set by the Council and Scottish Government.

We would encourage the Council to be bold in its vision and aspirations in order to meet its objectives with regard to active travel and climate change. To go back to our previous deputation in 2019, the children that presented to you are now at High School and are legally expected to cycle on the roads. It is critical that the roads are made as safe as possible. Driver behaviour is also extremely important in this respect and driver awareness, patience, and courtesy towards vulnerable road users also requires improvement.

We note with interest the School Travel Plan which is mentioned at Agenda Point 6.1 and we look forward to participating in this programme. We would also welcome the opportunity for our school community to be involved in any future discussions about the cycle lanes or other improvements to encourage active travel.

Thank you very much for your attention.

- a. Results from speed survey conducted on Duddingston Road. Source: City of Edinburgh Council Active Travel Team

	Pre SfP (6-9/10/20)	Post SfP (16-22/12/20)
Average number of vehicles	4315	3741
Average speed Eastbound (mph)	23.2	18.9
Average speed Westbound (mph)	22.0	20.5
% over 21 mph	74.4%	46.7%
% over 26 mph	26.8%	8.2%
% over 31 mph	4.8%	1%
% over 36 mph	0.8%	0.2%

Deputation to Edinburgh City Council, Transport and Environment Committee 17th June 2021

From: Edinburgh Access Panel, RNIB Scotland and Guide Dogs Scotland

Retaining Spaces for People

Any decisions taken on 17th June will have serious and long-term implications for the citizens of Edinburgh in terms of how they access their city and its amenities. We would, therefore, urge the Committee to consider the following points before making final decisions:

- The City Mobility Plan rightly places walking and wheeling at the top of the council's Sustainable Transport Hierarchy. The needs of pedestrians are therefore paramount. Guaranteeing the safety of pedestrians, particularly the safety of more vulnerable pedestrians, must be the deciding factor when determining whether temporary measures are made permanent. The current wave of temporary measures show a greater regard for the interests of cyclists than those of pedestrians.
- The needs of people with disabilities, including wheelchair users and blind/partially sighted people must be taken into consideration. The introduction of cycle lanes can have a negative impact on wheelchair users, whose access to the kerb (and the safety of the pavement) is limited by their introduction. We urge the Committee to engage closely with disabled pedestrians and drivers before making any final decision about making temporary measures permanent.
- We remain concerned that momentous decisions about changing the way we walk, wheel and cycle are being made before any of us what the future, post COVID, Edinburgh will look like. We are still in a situation where many people are working from home and others are still wary about travel.
- We are urging the Transport and Environment Committee to postpone making any decisions this week and to support having an independent third-party national review of Spaces for People

End of Document

Spokes welcomes the report on Spaces for People (TEC 17 June 2021), and offers the following comments:

1. Spaces for People was a national initiative funded by the Scottish Government in response to the COVID-19 pandemic. The schemes made possible by this funding are echoed in many other locations in the UK and the rest of the world including: Berlin, London, Paris, Athens, Bogota, Madrid, Sydney and Budapest. Those cities are also discussing the retention of temporary measures recognizing the benefits of expanding cycling and walking infrastructure to support public health goals (increased physical activity rates, lower body weight, improved air quality) as well as climate and carbon reduction targets. In other words Spaces for People is not an Edinburgh eccentricity, it is in line with national policy and parallels other capital cities worldwide.
2. As noted in the report, the Spaces for People schemes in Edinburgh contribute to other policy goals, including Council priorities on net zero carbon and wellbeing, the City Mobility Plan, Active Travel Plan and City Centre Transformation programme. The potential policy interactions go further, and Spokes notes the obvious links to the city's air quality objectives, the Low Emission zone, Vision Zero Road Safety Plan^[1], 20 minute neighbourhoods as well as national outcomes in the National Performance Framework¹ including: health – we are healthy and active; and, community – we live in communities that are inclusive, empowered, resilient and safe.
3. While there is much to say about the volume and representativeness of the consultation responses, **none of this feedback** appears to include the voices of any children who live in the city. Under the UN Convention on the Rights of the Child, children have rights to participate in decisions which affect them, and to be protected and kept safe from danger. These rights are now enshrined in Scottish law. We are pleased to see broad support for the School Streets schemes and a wider programme of retention and development in the report. What do children say about Spaces for People? Evidence from James Gillespies Primary School quiet route shows that there are more children cycling and walking to school – voting with their feet – and we **strongly support** extended measures around individual schools, as well as safe (low-traffic) routes through each school catchment.
4. In the report, the technical assessment of impacts on businesses focusses on the arrangement of customer parking and delivery bays. We note that businesses in Edinburgh can and do use bikes and cargobikes for deliveries/servicing^[2] and this possibility is not mentioned either as a potential benefit of SfP measures or within potential future delivery/servicing options. We suggest that consideration is given to further cargobike schemes/support for businesses similar to the scheme currently operating on Leith Walk. This is particularly pertinent to the arrangement on George IV bridge where servicing difficulties have been noted.
5. It is very disappointing that most of the shopping street measures are suggested for removal. Many footway widenings are well used, as are the few cycling measures in shopping streets, such as the uphill cycle lanes in Broughton St and Morningside Road. We suggest giving officers flexibility to assess and retain those shopping street measures which are useful. These should be seen as stepping stones towards the broader vision and policy goals for place-making in those locations, so that SfP is seen as interim/temporary intervention rather than a final design.
6. The report notes some locations where there are practical challenges for wheelchair users parking or using taxis, for example where it is not possible to gain direct kerb access. We agree that this is an important issue and support some of the suggested mitigations, e.g. widening of the buffer/door zone between parking bays and cycle lane. However, we are concerned that the report mentions the possibility of relocating the cycle lane between parking and the running carriageway (parag 4.101.3). Instead workable design solutions should be sought which would not involve the removal or rerouting of cycle lanes, and we suggest that the council works with relevant partners and considers best practice from other cities – after all such questions are not unique to Edinburgh.

¹ <https://nationalperformance.gov.scot/national-outcomes>

7. . Finally, many of the Spaces for People schemes are already well used, as is shown by recent Spokes counts and feedback from individuals. Of course, they were of necessity introduced rapidly, and many improvements are possible on the basis of experience and public feedback. Specifically on cycling, combined with other Council existing and planned cyclist routes, the SfP main road cycle lanes form the basis of a hugely valuable future network connecting local communities to the city centre and to other local centres by sustainable and active means. All these issues - usage, improvements and opportunities - are covered in much more detail in a Spokes website report [3].

[1] Full council voted unanimously (25 August 2020): "that a new Edinburgh 'Vision Zero' Road Safety Plan - which aims that 'all users are safe from the risk of being killed or seriously injured' on the City's roads - is developed to replace the existing plan and is reported to the Transport & Environment Committee."

[2] Farrout Deliveries offers a cargobike service for businesses in Edinburgh, and works with a diverse range of clients across the city. Uber Eats and Deliveroo use bike couriers to deliver food/takeaways. And, ZedifyUK – a cargobike business have secured investment of 50K to set up an Edinburgh delivery hub (March 2021).

[3] www.spokes.org.uk/2021/05/growing-edinburghs-cycle-network-beyond-spaces-for-people/

Spokes Response to stakeholder consultation on SfP

<http://www.spokes.org.uk/wp-content/uploads/2021/04/2104-Spokes-SfP-supplement-to-stakeholder-consultation.pdf>



Deputation from Keep Edinburgh Moving to the Transport and Environment Committee, 17 June 2021

Keep Edinburgh Moving (KEM) is an unincorporated voluntary association representing the views of individuals from across Edinburgh.

We are tabling this deputation in order to:

- Bring to the attention of the committee fundamental issues present in the market research survey and presentation of its findings.
- Formally register our strong objection to the proposal that the consultation results be dismissed in favour of the much smaller market research survey.
- **Highlight that the dismissal of the outcomes of the public consultation undermines any confidence in the Council's handling of legally statutory consultations associated with ETRO or TRO processes.**
- Contrary to claims in the report, bring to the attention of the committee the fact that most comments in the market research survey are NOT supportive of retaining Spaces for People measures.
- Provide a response to the report from a number of the most impacted communities across Edinburgh, particularly where proposals fail to take account of the clear will of the community expressed in the public consultation.
- Present evidence from community-commissioned surveys and local / cross-city petitions that calls into question the claims of broad support for Spaces for People measures across the city.
- Highlight safety issues with some schemes.
- Call on the committee to reject proposals to extend Spaces for People schemes where there is no community support for doing so, which, based on Sustrans Places for People funding guidelines and Spaces for People Route Map to Permanence evidence of community support would appear to be a requirement for funding approval.
- **To emphasise to the committee that the recent data protection breach, where alongside their responses, the full postcodes of 1,200 respondents to the consultation were released along with their age bracket, gender and identifying characteristics in terms of health and mobility, give the public one more reason not to engage with future council consultations.**
- And finally to raise awareness within the committee that this whole situation with Spaces for People could signal the death of consultation within the whole of City of Edinburgh Council across all service areas.

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1. Key issues and their implications for the council's approach to public engagement

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a. Background

In deputations to full council on 29 April, South West Edinburgh in Motion, Get Edinburgh Moving and Silverknowes Community Group presented serious concerns about the Spaces for People public consultation and that the results would be unfit to report back to shape recommendations and decisions. Details of the substance of our complaint can be found [here](#).

Following a Conservative motion and Coalition amendment, full council voted for the amendment and was satisfied that the public consultation could report back, in the full knowledge that the public consultation would be conducted as a self-selecting survey.

This decision on 29 April was a vote of confidence by the council that the public consultation was fit for purpose.

b. Council position in the report before committee

It is therefore of extreme concern that, with results from the consultation now showing overwhelming opposition to retaining most Spaces for People measures, the report before committee on 17 June 2021 appears to dismiss the findings from the consultation in favour of the SMG market research survey:

“There is a notable difference in the general level of support and opposition between the market research and survey responses from residents. The market research is more representative of the views of residents as participants are a statistically representative sample of opinions based on Edinburgh's population demographic. The online survey were 'self-selecting' responses so are not statistically representative.”

c. Why this position is unacceptable – key issues with the market research survey

Based closely on the public consultation, the survey inherits issues already raised in the deputations to council on 29 April available [here](#), and in previous answers to questions at full council, it was clarified that the hugely complex surveys were not pre-tested to flush out issues with comprehension of questions, or ability for participants to cope with responding to the scale of geographic and scheme options

But more fundamentally, the survey execution and limited sample size undermine its value as a basis for policy making, for the following reasons:

- **Misleading context** Respondents were financially incentivised to simply return a completed survey. They were not informed that their answers would override the public consultation. Had this been stated then the context for responses would have been very different. We expect that respondents would have responded differently or taken more care over responses had they known this.

- **Sample size** Extremely low sample numbers in many of the questions relating to specific schemes (prior to spam entries being removed) make findings on most individual schemes statistically unrepresentative ([Appendix 2](#)).
- **Spam entries** Multiple spam entries were apparently submitted, which appear to come from one individual and, unlike the consultation, this was not picked up prior to analysis and reporting ([Appendix 1](#)).
- **Representation of people with disabilities** The survey took an inadequate approach to ensuring the sample properly represents the views of people with mobility issues.

Unlike the consultation, there was no question asking “Do you have any long-term illness, health problem or disability that limits your ability to carry out day-to-day activities? - disability/illness”. Questions asking if people use wheelchairs led to confusing and conflicting responses that merit further analysis. It must be remembered not all people with a mobility issue use a wheelchair or mobility scooter. ([Appendix 4](#)).

- **Technical problems** Respondents were able to submit inconsistent answers to questions. For example, saying that cycling was their most frequent mode of transport but also their third most frequent mode of transport.
- **Self-contradicting responses** The data contain many self-contradictory responses, undermining the confidence with which conclusions can be drawn from these responses ([Appendix 3](#)). For example, some respondents wanted all schemes removed AND all retained; or said they supported school schemes but also thought a disadvantage was these schemes made it harder and more dangerous for parents and children to get to school.
- **Illogical indications of support** Out of 101 people who had not used any Spaces for People schemes, 27 people ticked they supported all 6 categories of scheme. In contrast only 17 selected they opposed all schemes. While they were all excluded from the SMG analysis, it is symptomatic of confusion with the survey, where ‘neutral’ or ‘not sure’ would be a more logical response which was chosen by just over half. **This reveals a framing bias, where it seems that if people have not experienced a Spaces for People scheme, they are more open to expressing support of the ‘idea’ of Spaces for People, rather than automatically opposing it.**
- **Sentiment analysis not consistent with conclusions on levels of support** The SMG and council reports say the research evidences support of between 45% and 65% for different types of schemes in a handful of quick ‘tick box’ questions. However, of those who had used one or more schemes, 30% of respondents took more time to make comments and nearly 61% of them made comments opposing Spaces for People, with only 20% supporting.

Of those who supported at least one category of Spaces for People scheme, 45% made opposing comments. Particularly surprising is that of those who showed support for all six categories of Spaces for People schemes, and had used at least one scheme, 8% left opposing comments. **There is a clear indication with this and previous issues that people support the ‘aims’ of improving road safety and helping people walk and cycle more, but the conflicting sentiment suggests people do not support WHAT the council has implemented or HOW they have installed it to try to achieve this.** ([Appendix 5](#))

- **Weightings** Because many invalid or questionable responses have been included in the analysis it means the applied weightings cannot be valid and therefore the sample is no longer theoretically statistically representative.

- **Contrary to other evidence** Independent evidence of considerable opposition, and the legitimate reasons behind this, can be found in the 16,800+ signatures and comments from a public petition to “Stop Edinburgh council making dangerous road changes, cycle lanes & parking cuts permanent” ([Appendix 6](#)). **Given this demonstrable level of public unease with Spaces for People schemes, a small survey finding broad support deserves to be treated with healthy skepticism.**

d. Factually untrue claims in the report to committee

The issues above, and evidence in the linked appendices, highlight factually untrue claims in the report about the market research data, including:

"The comments made in the market research were relatively evenly balanced between those supporting and opposing retention"

UNTRUE: This is untrue because, once 5 spam commenters were removed, 30% of respondents left a comment. Of these, 61% of commenters who had used at least one scheme made comments opposing schemes and only 20% made supportive comments. (There were more spam respondents but they did not make comments.)

Analysis on a question-by-question basis also shows around a 75:25 split between opposing:supporting comments.

"if the Council ran the same survey again with 600 different Edinburgh residents it is expected that the result of that survey to be within 4% for 19 out of 20 questions.

UNTRUE: This is untrue because the 4% figure applies only to questions answered by all 583 respondents. Responses by smaller sub-groups (e.g. people familiar with certain schemes) attract far higher margins of error.

e. Implications

- **Unfit for purpose** The value of the market research survey as a basis for policy decisions appears to be seriously compromised and is now called into question. The “Potential retention of Spaces for People measures” report in front of the committee relies on this research to make the recommendations for approval and reference to it is embedded throughout.
- **Future public engagement in policy making** Notwithstanding the waste of taxpayers' money (a minimum of £50k for the public consultation) and respondents' time (estimated at 9,000 hours), the proposal to dismiss Edinburgh's largest ever consultation response has huge negative implications for all future public engagement in policy making.

The views of 17,600 people are being dismissed over those of a much smaller, and unrepresentative number.

Dismissing the consultation undermines trust in local democracy, and means Edinburgh residents will rightly ask why they should ever engage in another council consultation.

Of direct relevance to this committee, the dismissal of the outcomes of the public consultation undermines any confidence in the Council's handling of legally statutory consultations associated with ETRO or TRO processes.

The recent data protection breach, where alongside their responses, the full postcodes of 1,200 respondents to the consultation were released along with their age bracket, gender and identifying characteristics in terms of health and mobility, give the public one more reason not to engage with future council consultations.

Overall, this situation could signal the death of consultation within City of Edinburgh Council.

- **Integrated Impact Assessment** The assessment refers to the market research findings as 'evidence of unmet need' and quotes as certainties numbers that we now know to be invalid. This document is a statutory requirement for projects like this and therefore must be accurate.
- **Funding criteria** To be eligible for Places for Everyone funding, Sustrans most recent Design Guidelines state a requirement to "develop ideas collaboratively and in partnership with communities". Their "Spaces for People Route Map to Permanence" states that six key actions must be evidenced to support recommendations and inform politicians. The first two of these are: "Update or undertake a project specific Equality Impact Assessment" and "Carry out meaningful engagement and consultation". The flawed research and dismissal of the public consultation mean the first two actions have not been achieved, so it is hard to see how funding could be legitimately justified.

Conclusions

In view of the concerns above, we call on the committee to:

- Acknowledge that the market research survey is not fit for purpose as a basis for policy making.
- Acknowledge that people's expectation when you run a public consultation is that their views expressed in this will be given priority.
- Consequently, to give the public consultation precedence over the market research survey in their decision-making.
- Respect the clear messages on individual schemes delivered by the public consultation
- Note the broad opposition to retaining the majority of Spaces for People measures.
- Avoid the future use of separate surveys, in parallel with public consultations, which should be run to meet the minimum Quality Standards of the council's own policy.
- Recognise that thousands of people have taken considerable time to comment in the consultation, and therefore to fully review these comments before making any policy decisions.

2A. Specific response to measures affecting Lanark, Longstone, Inglis Green and Slateford Roads

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In the specific context of schemes affecting South West Edinburgh, specifically Lanark, Longstone, Slateford and Inglis Green Roads, we note:

- **The market research survey findings have too small a base to be statistically representative ([Appendix 2](#)) even prior to excluding invalid responses.**
- The public consultation indicates a significant desire from residents to remove these schemes, with support for removal of 73–75% ([Appendix 7](#)).
- The public consultation indicates an even stronger desire by businesses in the area to remove these schemes, with support for removal of 70% ([Appendix 7](#)).
- A survey in South West Edinburgh conducted in December 2020 by an independent market research company and attracting over 1000 responses showed 88% opposition to the installation of the Lanark / Longstone / Inglis Green Road schemes ([Appendix 7](#)).
- A survey in South West Edinburgh conducted in May / June 2021 by SWEM and attracting over 440 responses and publicised widely by leaflet, Nextdoor.com and social media showed an 80% desire to remove the schemes ([Appendix 7](#)).
- Strong public support from this survey for council interventions that (i) improve the poor road surface quality, which was responsible for serious injury to a cyclist on Lanark Road in February 2021 ([Appendix 8](#)); and (ii) restore the network of footpaths on the Water of Leith that have been allowed to fall into disrepair.
- A public petition to “Oppose the Council's plans for Lanark and Longstone/Inglis Green Roads” attracted over 1500 signatories ([Appendix 9](#)) and provides many detailed comments explaining why our local community rejects these proposals.
- That, 3+ months after installation, no independent safety audit has been conducted, the council have refused to allow residents to brief specific safety concerns to the safety auditors and that basic safety issues were highlighted by a serious accident on 29 May in which a car hit a vehicle in a floating parking bay ([Appendix 8](#)) and another on 12 June when a cyclist ran over a pre-school child after the council had dismissed concerns raised by a resident reporting a near miss in the same place.
- The last ambulance attendance on Lanark Road for a cyclist was due to the poor road surface. Since then, the Spaces for people measures have moved the centre line for a considerable distance. This has exposed the weakest part of the former centre line of the road by removing the paint providing some protection and concentrating traffic onto the weak point. The already poor surface has degraded dramatically in recent weeks. Spaces for People budget will urgently need to be used to resurface the former centre line area where degradation has occurred directly because of these measures, as this implication is something the road designers do not seem to have been aware of. Some cyclists still use the main road as they do not feel safe the way the lanes force them close to side streets etc. **The Bike Life survey 209 highlighted that road surface was the biggest concern in relation to cyclist safety.**

2B. Specific response to measures affecting Silverknowes

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In the specific context of schemes affecting Silverknowes, we note:

- The market research survey findings, even prior to removal of invalid responses, have too small a base to be statistically representative for any of the four schemes (Silverknowes Parkway, Silverknowes Road North, Silverknowes Road (North Section), Silverknowes Road (South Section)) ([Appendix 2](#)).
- The public consultation indicates a significant desire from residents to remove these schemes, with support for removal of 73–75% ([Appendix 10](#)).
- A survey in Silverknowes conducted in May 2021 and commissioned by Cllr. Kevin Lang and attracting over 700 responses showed 80% opposition to the installation of three schemes ([Appendix 10](#)).

3. Keep Edinburgh Moving Response to "Potential retention of Spaces for People measures" Report

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Keep Edinburgh Moving (KEM) is an unincorporated voluntary association representing the views of individuals from across Edinburgh. KEM was responsible for the 16,800 signature petition referred to in the report.

Here we respond to the report presented to committee, with the aim of drawing the committee's attention to details which have an impact on those we represent, or we believe are factually inaccurate or misleading.

- 4.11 We begin with the reference to our petition in 4.11, "A petition against safety measures was published on www.change.org and has 16,809 signatories."

The title of the petition was, "Stop Edinburgh council making dangerous road changes, cycle lanes & parking cuts permanent."

We strongly object to the misrepresentation of this petition as an anti-safety petition, when in fact it makes a strong criticism of the council's failure to conduct independent road safety audits either before almost all the schemes were installed or, as remains the case for some, many months after installation. In addition there is at least one example on Lanark Road and Longstone where the community has been refused permission by the council to submit specific areas of concern to include in the brief for the safety auditors, so that those specific areas of road can be checked for specific scenarios which someone without local knowledge would be less likely to be aware of.

We draw the attention of the Committee to the significantly high number of people who signed this petition compared to any similar petitions (indeed it has amassed more signatures than the 13 most popular posted on the Council petitions portal COMBINED), and also to the number of comments in it relating to safety concerns about the schemes.

- 4.12 It is implied that the Market Research was not self-selecting. This is not correct. Individuals apply to join panels to be paid to participate in research. Then for individual surveys, the online panels invited their members to take part. Members could decline, and so the situation is no different to the open invitation to take part in the public consultation

- 4.16.1 The claim that being motivated to take part in the public consultation makes the results statistically unrepresentative is totally illogical. Strong views exist on both sides of the argument for retention or removal of Spaces for People measures.

The consultation response captures the views of those most benefited by or most impacted by the measures, and this is exactly what matters when making future policy.

- 4.16.2 The figure of $\pm 4\%$ is only true for questions answered by all 583 respondents.

Questions 10 and later were filtered by familiarity, so their base size is much smaller, and the resulting margin of error at 95% confidence is significantly higher.

For the scheme **most familiar** to people (Princes Street) the margin of error is $\pm 6\%$.

For the scheme **least familiar** to people (Stanley Street) the margin of error is $\pm 16\%$.

The claim that "if the Council ran the same survey again with 600 different Edinburgh residents it is expected that the result of that survey to be within 4% for 19 out of 20 questions." **is simply wrong**. A full analysis is given in [Appendix 2](#).

4.20 There is no evidence of adequate representation from disabled people (see [Appendix 4](#)). We therefore question if the market research accurately represents the views of people with disabilities.

4.24.4 We note the statement that, "on some streets, notably Drum Brae North, Lanark Road, and Comiston Road, there was significant net support for removal" and we call on the council to reflect this by removing these schemes.

We also note that City of Edinburgh Council failed on the issue of community engagement with the residents of Drum Brae, and specifically in regard to formal consultation with Drum Brae Community Council.

Participation therefore should have included meetings with relevant Community Reference Groups (including Community Council reps) and Community Councils.

A proposed concept / design should initially be built up from this community's feedback, and should include the traffic data in each area of impact.

4.24.5 We note the statement that, "the Braid Road closure attracted the highest level of net support for removal in both the public consultation and market research" and we again call on the council to reflect this by removing this scheme.

The plans to continue to have both Braid Road and Comiston Road subject to Spaces for People interventions fail to acknowledge the impact both schemes are having on each other. These schemes should be linked and considered as one, this has not happened despite many attempts to be strategic about all traffic using the A702 corridor and adjacent roads.

We also point out that an [active travel proposal for a one-way system on Braidburn Terrace](#) was fully consulted on in 2018 and supported by the community, but has been completely ignored. Despite all the current objections it could have been an acceptable compromise which would have been a welcome outcome, however it has been trumped by the temporary schemes.

4.28 How the weighting by age and sex was implemented is unclear.

4.37 The statement, "The comments made in the market research were relatively evenly balanced between those supporting and opposing retention" **is completely untrue**.

In [Appendix 5](#) we list all of the comments submitted in separate responses to questions. Only 65 of 340 comments (19%) supported retaining the measures. The vast majority of the other 275 comments (81%) wanted the measures removed.

If we look at this at the level of individual people who have used the schemes, 30% made comments of which 61% made comments opposing schemes and only 20% supporting which conflicts with responses to the tick boxes.

We note that these figures are broadly consistent with the retain / remove percentages provided by independent surveys conducted for residents in East Craigs, Lanark / Longstone Roads and Silverknowes.

- 4.49.2 While we fully support efforts to ensure the security of future consultations, we have serious privacy concerns about the decision to record full postcodes.

In releasing the full consultation data on its website, the council published full postcodes for around 7% of respondents, along with detailed personal information such as age range, gender, long term health issues and use of wheelchairs or mobility scooters. This in itself is a serious breach of GDPR and makes it very easy to identify individuals from their responses. We are referring the matter to the Information Commissioner for review.

If the council adopts the proposal here, it must ensure that such a privacy breach cannot happen again. It must also be aware that it is perfectly possible for spammers to work out how to automatically insert a postcode randomly from the 18,200 postcodes in the City of Edinburgh Council area.

In general, in a large consultation, IP address data will be sufficient to identify fraudulent activity without breaching privacy rights.

Also, it would not be beyond reason for the council to undertake genuine community engagement prior to a consultation to ensure that what is put out to consultation is less likely to be so controversial it attracts attempts to influence the outcome unfairly.

- 4.81 We welcome the sensible approach proposed to "amend or remove any scheme designs where there is not the support of the school" however local residents who are directly impacted by retaining or removing any measures or restrictions must also be fully consulted.

We ask that the council extends a consistent approach to schemes beyond schools measures by respecting the expressed views of residents on retaining or removing local schemes.

Based on our analysis of the market research in relation to schools, we urge caution on the almost 'assumed' support on schools measures that is embedded throughout the report and other council communications especially as, to the best of our knowledge, no proactive engagement work has been undertaken since the planters were 'positioned'.

- 4.100 We note the important safety issue surrounding floating parking, and draw the committee's attention to two recent examples on Lanark Road in which floating park was directly implicated in causing the accident. Full details appear in [Appendix 8](#).

- 4.103 **We object strongly to the proposal to "retain the protected cycle lanes on Comiston Road and Lanark Road".**

Overwhelming evidence from the consultation is that the desire of local people and businesses is to remove these measures.

Furthermore, the finding in the market research is inconclusive because of the small base size for both of these schemes ([Appendix 2](#)).

There is therefore no legitimate basis for claiming a mandate from the public for the retention of either of these schemes.

- 7.1 We note that the consultation attracted 10 times more responses than that on the City Mobility Plan, which the Transport Convener acknowledged in her statement

that, "It is extremely encouraging that the vast majority of respondents to our Draft City Mobility Plan consultation support our vision for sustainable, affordable and joined-up transport in the Capital."

The public consultation on Spaces for People has returned a forceful rejection of the council's proposals to retain many of these schemes. If the 1,800 respondents to the City Mobility Plan consultation provided a mandate for that policy, then how much more should the views of 17,600 respondents to the Spaces for People consultation be respected?

- 9.1 (p29) We note that Drum Brae North cycle segregation is recommended to be continued with no changes, despite evidence from the consultation that the desire of local people is to remove these measures.

Furthermore this view is strongly underlined in the "East Craigs Traffic/Travel in your area survey 2021", independently undertaken by Taylor Mackenzie on behalf of Get Edinburgh Moving. 1,562 households responded to the specific question on whether the cycle lane should be made permanent - 76% opposed retention, with only 15% in favour. For every 1 resident supporting, there are 5 in opposition.

Again, there is no legitimate basis for claiming a mandate for retention of this scheme.

- 9.2 (pp35–37) We note that Comiston Road, Braids Road and Lanark / Longstone Roads are unique in being recommended for retention in the face of strong (red) opposition from both residents and businesses.

We strongly object to this proposal. There is no mandate for retaining these schemes, either from the market research (statistically inconclusive) or from the public consultation.

- 9.2 (p40) The assessment scoring system is based on metrics that are unaligned to the project goals.

If the aim is to increase the numbers of people cycling and reduce the use of cars then there should be direct measurement of car and cycle numbers. Simply measuring the increased space on the road is meaningless.

If safety is the metric, then speed should be monitored, and accidents and near-misses should be recorded. We were very concerned to see a response to an FOI requesting information on near misses that the request was unreasonable as it would mean searching through 11,000 emails in the Spaces for People inbox. The implication that emails from the public alerting the Spaces for People team to near-misses are not being collated is of considerable concern.

- 9.2 (p45) The fractional decrease in parking space is not the issue, but rather the location of this space. For example, on Lanark Road, parking has been removed from long stretches of road outside residents' homes. What parking remains has been moved either across the road, presenting issues for residents and visitors with children or shopping, or significant walking distance away further up or down the road.

- 9.4 (p55) We are pleased to see the acknowledgement that the protected cycle lane infrastructure presents "[negative] impacts on disabled street users ... associated with parking restrictions and layout."

For this reason, and others associated with evidence of genuine safety issues, we strongly object to the proposal that "protected cycle lanes are retained using ETROs".

Specifically the measures that are proposed for retention on Drum Brae North, Comiston Road and Lanark Road raise significant ongoing safety issues, as demonstrated by two accidents within 3 months of the Lanark Road scheme being completed ([Appendix 8](#)).

The council's resistance to removing these dangerous schemes in opposition to the wishes of the local community will, over the course of an 18 month ETRO, inevitably lead to more accidents of this kind, with real potential for a fatality.

We call on councillors to reflect on the evidence of actual accidents to date. As an example, Lanark Road has been determined by the council to be safe, as evidenced by (i) their refusal to install a pedestrian crossing as the accident rate on the road below threshold, and (ii) the decommissioning of the speed cameras in February 2021, on the basis that the accident rate and 85% percentile speed (35mph while a 40mph zone) were below the necessary threshold.

In the context of what was therefore accepted by the council as a safe road, the introduction of segregated cycle lanes therefore adds rather than removes risk.

Similar arguments can be made for other schemes, and councillors should consider whether the scheme designers have under-estimated the level of additional road safety risk introduced by these schemes.

- 9.4 (p55) The proposals to retain the road closures to vehicles in Silverknowes are made in the face of very strong opposition from residents ([2B](#)) and, in general, also strong opposition from businesses.

The consultation findings and the residents' survey commissioned by Cllr Kevin Lang ([Appendix 10](#)) are consistent in indicating considerable public objection to these measures.

We also note the serious accident that hospitalized a cyclist on Silverknowes Road North, and that this scheme had not had a Stage 3 (post-installation) road safety audit conducted at the time of the accident.

For these reasons we strongly object to the council's proposals to retain the Silverknowes measures.

- 9.4 (p56) The council's logic on the decision to retain the closure of Braid Road to northbound traffic is contested by residents.

We strongly object to this approach and encourage a rethink on this proposal, taking into account the detailed and positive alternative proposals presented to the council by residents.

- 9.4 (p57) Again we point out that the market research was not self-selecting; respondents were invited to take part and could decline.

- 9.4 (p61) The statement on sampling error is accurate in this statement but we draw the committee's attention to the point that the 4% error only applies to "questions answered by the full sample," meaning that those on individual schemes can have a much larger error.

- 9.4 (p61) We refute the idea that the Commonplace Survey is "Evidence of inclusive engagement of people who use the service and involvement findings." Many areas had very few responses, and those in the most controversial areas had very few to base policy on. For example, only two written comments were submitted on Commonplace for the entire length of Lanark Road, and similarly only two for Longstone Road.
- 9.4 (p62) The council has removed parking suitable for Blue Badge holders (along with some dedicated Blue Badge spaces) on many of the schemes with segregated cycle lanes. There appears to be a consistent misunderstanding among council officers that if all other parking is removed, but a Blue Badge space remains, then this is adequate for disabled people. It fails to recognise that if there was previously ample kerbside parking then many disabled people (not all of whom require Blue Badges) had complete freedom of where to park. If that is removed, then it creates a requirement for Blue Badge spaces that was not there previously, which can still never replace the freedom of choice that was there before. Obviously many of those with mobility issues are not eligible for Blue Badge spaces, and there have been issues with this on Lanark Road.

Even when requests are made for Blue Badge spaces for existing Blue Badge holders, road designs can be unable to accommodate it as we saw when a request for a space was declined on Lanark Road. This is another concern with permanent segregated cycle lanes. It means that should a resident become disabled after the ETRO has moved to permanency then there is not longer any room for manoeuvre on the design. It has been pointed out to the council very clearly by the Edinburgh Access Panel, that 40 km of segregated cycle lanes amount to 40 km of suitable parking removed for people with mobility issues.

- 9.4 (p67) Parking on double yellow lines in a cycle lane is not allowed, so this statement is misleading when kerbside parking has been removed to allow the installation of double-yellow-lined kerbside cycle lanes (e.g. Lanark Road, Comiston Road).

The Ask the Police website, which makes clear differences in parking law between England and Scotland, is clear that parking in a cycle lane is prohibited:

<https://www.askthe.police.uk/content/Q388.htm>

- 9.4 (p68) We are pleased to see the acknowledgement of the major safety issues associated with floating parking on schemes with fast downhill sections like Lanark Road and Drum Brae North.
- 9.4 (p68) We are pleased to note the emphasis on enforcing speed, and it is therefore extremely disappointing that the introduction of lower speed limits (e.g. Comiston Road, Lanark Road) has coincided with the decommissioning of the speed cameras on these roads.

We recommend that the council immediately introduce speed monitoring measures in these locations, since reports by residents are that traffic speed is often significantly exceeding the new limit.

- 9.4 (p69) We are pleased to see proper consideration being given to cyclist and pedestrian safety in the response to 4, specifically that, "In some circumstances, replace floating parking with a layout with the cycle lane between parked cars and the running carriageway."

We strongly encourage the council's designers to creatively approach this as a solution, which (with sufficient buffer space) would address many of the access and safety issues which are presented by floating parking designs.

We request this to be reviewed urgently, given the most recent accident on Lanark Road ([Appendix 8](#)) involving a cyclist and a pre-school child, the day after a resident received a dismissive response having reported a near miss in exactly the same area.

Appendix 1. Similarity Analysis of the Market Research Survey Data

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Completely identical responses would agree on 497 answers.

Responses below are where 490 or more responses were identical to those of another respondent.

It is to be expected that those strongly opposed or strongly against the measures might submit very similar responses, but it is very unlikely these would be submitted at the same time or would have similar comments.

The data below show nearly identical responses that are:

- correlated in time (consecutive or nearly consecutive)
- correlated in their comments

Possible explanations:

- A single respondent, clearing their browser cookies to allow resubmission
- People in a single household who have both been asked to respond, and have chosen to do so at the same time and submit essentially identical answers

Either of the two explanations undermines the randomness of the sample and these data should be removed.

Row	Q13 comment (column JI)	Near-consecutive response (within 1)?
106	'None should remain - they are dangerous and the fact that the council have taken advantage of a health crisis to install these death traps is repugnant.'	N
321	'ested modification'	Y
322	'ing suggested modificatio'	Y
365	'ding suggested modifications'	N
370	'ing suggested modifications'	Y
371	'suggested modificatiions'	Y
372		Y
377		Y
379		Y
488		N
565		Y
566		Y
568		Y
580		Y
581		Y

Appendix 2. Margin of Error in the Market Research Survey Data

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Random sampling is always subject to a margin of error, which becomes larger as the number of people sampled becomes smaller. The percentage error is easy to calculate, based on the number of people responding (known as the "base" size).

For many individual questions, the base size in the Market Research Survey was very small. This was a problem that was designed into the survey from the very beginning, due to the inclusion of a vast list of over 80 street names and schools, for a sample of 583 people to respond to during lockdown and it was one of the reasons deputations to council highlighted the consultation (which was similar in this regard) could not meet the council's own Quality Standards. The issue is acknowledged in the slide pack by text like, "NOTE: Very small base sizes", however the significance is not made clear.

In fact, for many questions on individual schemes, the base size is too small for the results to be conclusive, once the margin of error is taken into account.

The following pages present the data from the Market Research Survey with the margin of error included.

Put simply, when the margin of error exceeds the % gap between "retain" and "remove" responses, the results have no statistical value and are inconclusive.

On 6 June 2021 we offered SMG, who conducted the market research survey, an opportunity to comment on or refute our analysis but they have not done so.

Summary

Based on analysing the margin of error at the industry standard 95% confidence level:

- For **installed schemes** (48 reviewed), 29 schemes had too small a base size for the results of the Market Research Survey to be statistically conclusive (prior to exclusion of spam entries).
- For **planned schemes** (37 reviewed), 32 schemes had too small a base size for the results of the Market Research Survey to be statistically conclusive (prior to exclusion of spam entries).
- For **schools measures** (38 reviewed), 30 schemes had too small a base size for the results of the Market Research Survey to be statistically conclusive (prior to exclusion of spam entries).

As we detail in [Appendix 3](#), other issues where respondents contradict themselves in different questions or otherwise show that they did not understand a question, cast doubt on the reliability of the Market Research Survey as a basis for policy making.

Installed Schemes: 19 conclusive; 29 not conclusive

		Remove	Retain		
St Johns Road, Corstorphine - Extra pedestrian space	33.1% ± 7.8%			34.5% ± 7.9%	N
Queensferry High Street - Extra pedestrian space	12.7% ± 7.7%			42.3% ± 11.5%	Y
Maybury Road - Pedestrian and cycle crossing allowing safer access to Cammo Walk	22.5% ± 9.7%			38% ± 11.3%	N
Fountainbridge - Protected cycle lanes	17.1% ± 5.4%			43.3% ± 7.1%	Y
Dundee Street - Protected cycle lanes	16.4% ± 6.9%			41.8% ± 9.2%	Y
Dalry Road - Extra pedestrian space	20.6% ± 6.4%			40% ± 7.7%	Y
Cammo Walk - Road closure allowing traffic-free access to Cammo Estate	15.6% ± 8.1%			40.3% ± 11%	Y
Woodburn Terrace - Meadows to Greenbank quiet route. Selected road closures to...	21.1% ± 13%			36.8% ± 15.3%	N
Whitehouse Loan - Meadows to Greenbank quiet route. Selected road closures to...	24.6% ± 10.8%			21.3% ± 10.3%	N
Old Dalkeith Road - Protected cycle lanes	22% ± 8.1%			32% ± 9.1%	N
Morningside Road - Extra pedestrian space	25.4% ± 6.2%			41.3% ± 7%	Y
Gilmerton Road - Protected cycle lanes	21.1% ± 9.5%			31% ± 10.8%	N
Comiston Road - Protected cycle lanes	23.9% ± 8.9%			35.2% ± 10%	N
Causewayside - Protected cycle lanes	19.2% ± 8.7%			35.9% ± 10.6%	N
Canaan Lane - Meadows to Greenbank quiet route. Selected road closures to create...	15.1% ± 8.2%			31.5% ± 10.7%	N
Buccleuch Street - Protected cycle lanes	12.7% ± 7.7%			35.2% ± 11.1%	Y
Bruntsfield Place - Extra pedestrian space	23.2% ± 7%			36.2% ± 8%	N
Braidburn Terrace - One-way road closure to create safer walking and cycling...	28.4% ± 9.8%			34.6% ± 10.4%	N
Braid Road - Road closure at Hermitage of Braid entrance. Note that it is proposed to...	33.3% ± 7.6%			34% ± 7.7%	N
Braid Avenue - Meadows to Greenbank quiet route. Selected road closures to create...	26.1% ± 8%			31.3% ± 8.5%	N
Willowbrae Road - Extra bus lanes and protected cycle lanes	26% ± 9.8%			22.1% ± 9.3%	N
Stanley Street - Road closure reducing traffic on very narrow road that forms a...	16.7% ± 13.3%			43.3% ± 17.7%	N
Seafield Street - Protected cycle lanes joining off-road cycle paths	19.1% ± 9.3%			41.2% ± 11.7%	Y
Portobello High Street - Extra pedestrian space	18.1% ± 6.4%			44.9% ± 8.3%	Y
Milton Road West - Extra bus Lanes and protected cycle lanes	34.8% ± 11.5%			25.8% ± 10.6%	N
London Road - Protected cycle lanes	18% ± 6.4%			37.4% ± 8%	Y
Kings Place - Road closure and parking removal linking Portobello and Seafield...	25.5% ± 12%			27.5% ± 12.2%	N
Hope Lane - Road closure reducing traffic on very narrow road that forms a...	20.4% ± 10.7%			29.6% ± 12.2%	N
Duddingston Road - Protected cycle lanes	26.4% ± 10.2%			34.7% ± 11%	N
Silverknowes Parkway - Protected cycle lanes	25% ± 10.6%			31.3% ± 11.4%	N
Silverknowes Road North - Road closure from Silverknowes Parkway to Marine Drive...	33.6% ± 8.2%			32% ± 8.1%	N
Pennywell Road - Protected cycle lanes	26.9% ± 12.1%			32.7% ± 12.7%	N
Muirhouse Parkway - Protected cycle lanes	22.4% ± 11.7%			40.8% ± 13.8%	N
Links Gardens - Road closure in middle of Leith Links	25.9% ± 9.5%			33.3% ± 10.3%	N
Ferry Road - Protected cycle lanes	25% ± 6.7%			39.4% ± 7.6%	Y
Crewe Road South - Protected cycle lanes	26.1% ± 9%			31.5% ± 9.5%	N
Arboretum Place - Relocation of parking at West Gate to provide safer pedestrian...	20.7% ± 8.5%			32.2% ± 9.8%	N
Waverley Bridge - Pedestrian area with limited access for deliveries etc	16.1% ± 5%			45.5% ± 6.7%	Y
Victoria Street - Pedestrian area with limited access for deliveries etc	14.3% ± 7.2%			39.6% ± 10%	Y
Tollcross - Extra pedestrian space	16.2% ± 5.8%			33.8% ± 7.5%	Y
Teviot Place - Protected cycle lanes	14.5% ± 9.3%			36.4% ± 12.7%	N
The Mound - Protected cycle lanes	21.6% ± 6.2%			36.8% ± 7.2%	Y
Raeburn Place, Stockbridge - Extra pedestrian space	21.5% ± 7.3%			33.9% ± 8.4%	N
Potterow - Protected cycle lanes	18.2% ± 9.3%			30.3% ± 11.1%	N
Princes Street East End - Buses/taxis/cycles only on Princes Street from North Bridge...	15.5% ± 4.8%			48.4% ± 6.6%	Y
George IV Bridge - Protected cycle lanes	17.9% ± 5.1%			40.4% ± 6.5%	Y
Forest Road - Protected cycle lanes	20.4% ± 7.4%			37.2% ± 8.9%	Y
Cockburn Street - Pedestrian area with limited access for deliveries etc	10.1% ± 5.2%			44.2% ± 8.6%	Y

Planned Schemes: 5 conclusive; 32 not conclusive

		Remove	Retain		
Slateford Road (A70) - Protected cycle lanes	12.2% ± 2.7%		13.4% ± 2.8%	N	
Queensferry Road - Extra bus Lanes and Protected cycle lanes	14.4% ± 2.9%		14.1% ± 2.8%	N	
Orchard Brae Roundabout - Road markings to reduce vehicle speeds and improve...	12.3% ± 2.7%		11.5% ± 2.6%	N	
Orchard Brae - Uphill protected cycle lane	12.3% ± 2.7%		10.8% ± 2.5%	N	
Murrayburn Road (short section at Longstone) - Protected cycle lanes	11% ± 2.5%		9.9% ± 2.4%	N	
Meadowplace Road/Ladywell Road - Cycle lanes and segregation	10.1% ± 2.4%		10.5% ± 2.5%	N	
Meadowplace Road - Protected cycle lanes	10.6% ± 2.5%		11.5% ± 2.6%	N	
Longstone Road - Protected cycle lanes	11.1% ± 2.6%		12.3% ± 2.7%	N	
Lanark Road - Protected cycle lanes	11.8% ± 2.6%		12.5% ± 2.7%	N	
Inglis Green Rd - Protected cycle lanes	11.1% ± 2.6%		9.8% ± 2.4%	N	
Hillview - Extra bus lanes and Protected cycle lanes	10.6% ± 2.5%		8.6% ± 2.3%	N	
Hillhouse Road - Extra bus lanes and Protected cycle lanes	11% ± 2.5%		9.9% ± 2.4%	N	
Drum Brae North - Protected cycle lanes	13.9% ± 2.8%		12.2% ± 2.7%	N	
Corstorphine High Street - Extra pedestrian space	14.8% ± 2.9%		17.8% ± 3.1%	N	
A90 Queensferry Road - Extra bus lanes and Protected cycle lanes	14.6% ± 2.9%		13.6% ± 2.8%	N	
Minto Street - Protected cycle lanes	12.7% ± 2.7%		14.2% ± 2.8%	N	
Mayfield Gardens - Protected cycle lanes	13.2% ± 2.7%		14.4% ± 2.9%	N	
Mayfield Road - Protected cycle lanes	13.6% ± 2.8%		16.1% ± 3%	N	
Liberton Dr (West of Alnwickhill Rd) - Protected cycle lane	12.2% ± 2.7%		14.8% ± 2.9%	N	
Craigmillar Park - Protected cycle lanes	14.1% ± 2.8%		14.9% ± 2.9%	N	
Braid Hills Road/Drive - Protected cycle lane	13.7% ± 2.8%		17.5% ± 3.1%	N	
Seaview Terrace - Protected cycle lane from Portobello prom to Musselburgh (in...	10.8% ± 2.5%		15.6% ± 2.9%	N	
Restalrig Road South (Smokey Brae) - Extra pedestrian space and uphill cycle lane	14.1% ± 2.8%		16.1% ± 3%	N	
Eastfield - Protected cycle lane from Portobello prom to Musselburgh (in partnership...	10.6% ± 2.5%		17% ± 3%	Y	
Duddingston Road West - Measures to help cyclists - to be designed	12.9% ± 2.7%		14.2% ± 2.8%	N	
West Harbour Rd/West Shore Rd - Measures to create a safer connection between...	9.8% ± 2.4%		16.5% ± 3%	Y	
Starbank Road - Extra pedestrian space	11.7% ± 2.6%		12.2% ± 2.7%	N	
Silverknowes Road (South section) - Protected cycle lanes and signed quiet route via...	13.2% ± 2.7%		17.7% ± 3.1%	N	
Silverknowes Road (North section) - This road has been closed to all traffic since May...	15.3% ± 2.9%		19% ± 3.2%	N	
Seafield Rd at Fillyside Road Crossing - New pedestrian/cyclist crossing point	10.3% ± 2.5%		17.2% ± 3.1%	Y	
South Bridge - Buses/taxis/cycles only northbound on South Bridge and North Bridge...	18.2% ± 3.1%		22.5% ± 3.4%	N	
Rodney Street - Protected cycle lanes	10.6% ± 2.5%		11.7% ± 2.6%	N	
Chambers Street - Temporary traffic lights at George IV Bridge Junction	15.3% ± 2.9%		16.5% ± 3%	N	
Canonmills - Protected cycle lanes	13.7% ± 2.8%		15.8% ± 3%	N	
Broughton Street - Extra pedestrian space and uphill cycle lane	13.2% ± 2.7%		19.7% ± 3.2%	Y	
Broughton Street Roundabout - Measures to help pedestrians and cyclists - to be...	12.5% ± 2.7%		19% ± 3.2%	Y	
Bellevue - Protected cycle lanes	11% ± 2.5%		11.8% ± 2.6%	N	

Schools Measures

There were 15 or fewer respondents (highlighted) for more than half of the schemes. It is concerning that 14 people said they were familiar with the Bonaly Primary scheme and 9 for the Juniper Green Primary scheme where no measures were in place at all before or during the survey, and no plans were publicly published. This shows a lack of understanding of what a Spaces for People measure is. As some of those respondents ticked they were familiar with other schemes, it calls into question whether they genuinely knew what they were responding about.

School	Retain	Remove	Base	%MoE95(Retain)	%MoE95(Remove)	Lowest high %	Highest low %	Conclusive?
BonalyPrimary	14%	14%	14	18.2	18.2	-4.2	32.2	NO
Boroughmuir High School	23%	16%	56	11.0	9.6	12.0	25.6	NO
BrunstanePrimary	44%	22%	9	32.4	27.1	11.6	49.1	NO
BruntsfieldPrimary	30%	18%	33	15.6	13.1	14.4	31.1	NO
Buckstone Primary	0%	0%	6	0.0	0.0	0.0	0.0	NO
Carrick Knowe Primary	31%	13%	16	22.7	16.5	8.3	29.5	NO
CastleviewPrimary	50%	17%	6	40.0	30.1	10.0	47.1	NO
Corstorphine Primary	30%	11%	44	13.5	9.2	16.5	20.2	NO
Craigentinny Primary	27%	13%	15	22.5	17.0	4.5	30.0	NO
Craigour Park Primary	33%	0%	6	37.6	0.0	-4.6	0.0	NO
Currie Primary	18%	6%	17	18.3	11.3	-0.3	17.3	NO
Dalry Primary	34%	6%	32	16.4	8.2	17.6	14.2	YES
Davidsons Mains Primary	18%	23%	22	16.1	17.6	6.9	34.1	NO
Ferryhill Primary	0%	33%	9	0.0	30.7	33.0	0.0	YES
Granton Primary	30%	17%	23	18.7	15.4	11.3	32.4	NO
Gylemuir Primary	10%	30%	10	18.6	28.4	11.4	28.6	NO
Hermitage Park Primary	67%	7%	15	23.8	12.9	43.2	19.9	YES
Holy Cross RC Primary	23%	8%	13	22.9	14.7	0.1	22.7	NO
James Gillespies Primary	19%	23%	26	15.1	16.2	7.9	34.1	NO
Juniper Green Primary	44%	33%	9	32.4	30.7	11.6	63.7	NO
Leith Walk Primary	40%	11%	45	14.3	9.1	25.7	20.1	YES
Longstone Primary	40%	0%	15	24.8	0.0	15.2	0.0	YES
Lorne Primary	38%	0%	16	23.8	0.0	14.2	0.0	YES
Murrayburn Primary	14%	14%	14	18.2	18.2	-4.2	32.2	NO
Parsons Green Primary	15%	0%	13	19.4	0.0	-4.4	0.0	NO
Pentland Primary	20%	10%	10	24.8	18.6	-4.8	28.6	NO
PirniehallPrimary	29%	6%	17	21.6	11.3	7.4	17.3	NO
Preston Street Primary	24%	6%	17	20.3	11.3	3.7	17.3	NO
PrestonfieldPrimary	17%	8%	12	21.3	15.3	-4.3	23.3	NO
Rudolf Steiner School	0%	20%	10	0.0	24.8	20.0	0.0	YES
SciennesPrimary	35%	13%	23	19.5	13.7	15.5	26.7	NO
South Morningside Primary	24%	18%	33	14.6	13.1	9.4	31.1	NO
St Catherine's RC Primary	50%	0%	8	34.6	0.0	15.4	0.0	YES
St Francis/ Niddrie Mill Primary	9%	9%	11	16.9	16.9	-7.9	25.9	NO
St Georges School	27%	13%	15	22.5	17.0	4.5	30.0	NO
St John Vianney RC Primary	29%	14%	7	33.6	25.7	-4.6	39.7	NO
The Royal High School	22%	22%	27	15.6	15.6	6.4	37.6	NO
Victoria Primary	17%	17%	12	21.3	21.3	-4.3	38.3	NO

Appendix 3. Contradictory Responses in the Market Research Survey Data

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We present here an example of the contradictory responses provided by the Market Research Survey.

Time has limited our analysis only to the Schools Measures. We show that, even on this restricted question, the claim of strong support is not fully supported by the data.

Analysis

To be confident someone who says they support school schemes genuinely does, and genuinely knows what a school scheme is, we would reasonably expect certain responses.

We're looking for evidence the question has been understood, that those saying they support consistently show support and that they show evidence of understanding of what a scheme is.

If we don't get these responses then we ask - did people understand the questions in the way we intended? Are they genuine respondents or did they rush through a survey because they're paid to do it? Then we ask, looking at all this, do we have sufficient robust data to inform any recommendations or decisions?

The table below suggests that rather than being able to say that 223 people have genuinely used and support school measures, in the way the council has implemented them, support could be as low as 91. This was prior to planters being introduced that arguably caused new safety issues in some cases.

Support for school measures is reported as a 'given' throughout the report, but this should not be assumed. It is expected there will be genuine support at some schools, but this exercise is of little value in identifying them.

As previously mentioned, this is another example where responses suggest people support the 'idea' of safe roads round schools (and who wouldn't), but this research does not evidence support for WHAT and HOW the council have implemented.

What we would expect	Total sample	Exclusions	Expected responses
	583		
We would expect them to say they've used a school scheme.	Say they've not used a school scheme	-252	331 Used
We would expect them to say they 'support' school schemes if asked directly.	Say they don't support school schemes or are neutral	-108	223 Say they support - this seems to be the figure the council is relying on
We would expect them to be able to tick a school scheme they are familiar with, if they correctly understood the question about whether they'd used a school scheme or not	Can't name a scheme they're familiar with "unsure"	-47	176 Have ticked a scheme they are familiar with
We would not expect someone who genuinely supports school schemes in the way the council has implemented them to say they want 'none' retained	Don't want any school scheme retained "none" (not already excluded)	-22	154 Have ticked one or more they want retained or ticked "unsure" if want any retained
We would not expect someone who genuinely supports school schemes in the way the council has implemented them to be "unsure" about retaining any	Unsure want any retained (not already excluded)	-40	114 Have ticked one or more they want retained
We would not expect someone who genuinely supports school schemes in the way the council has implemented them, to list "harder and/or more dangerous for parents and children travelling to school" (not already excluded) - note 9 of these also contradicted themselves and put a benefit that its safer	Say they think 1 of their top 5 disadvantages is "Harder and/or more dangerous for parents and children travelling to school" (not already excluded) - note 9 of these also contradicted themselves and put a benefit that its safer	-12	102 Don't list any disadvantage relating to schemes making things harder or more dangerous around schools
We would not expect people who have understood what is meant by a school scheme to say they are familiar with a scheme that did not exist. By ticking this, they show they don't know what a scheme actually is.	Say they're familiar with Bonaly scheme which doesn't exist (not already excluded)	-6	96 Don't say they they are familiar with the Bonaly scheme that doesn't exist
We would not expect people who have understood what is meant by a school scheme to say they are familiar with a scheme that did not exist. By ticking this, they show they don't know what a scheme actually is.	Say they're familiar with Juniper Green scheme which doesn't exist (not already excluded)	-4	92 Don't say they are familiar with the Juniper Green scheme that doesn't exist
This is a 'maybe' but you'd MAYBE expect a supporter of schools measures to choose at least one benefit for Spaces for people scheme and not select "none of these" when offered benefits	Didn't pick any advantages of SFP schemes and chose "none of these" (not already excluded)	-1	91 Are able to choose at least one advantage of an SFP scheme
This is a "maybe" but you'd MAYBE expect real supporters of school measures to chose one of their top advantages as "Easier and safer for children and parents to walk or cycle to school"	Didn't pick easier and safer schools advantage in their top 5 advantages (not already excluded)	-32	59 Think that benefits for schools is in the top 5 advantages
There may be other schools that didn't exist that would justify removal of those responses	TBC - could be more		

Appendix 4. Representation of People With Disabilities in the Market Research Survey Data

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According to the council's [Equality and Diversity Framework 2021 - 2025](#), on p13 it states that 32% of the Edinburgh population has a disability of some kind.

Yet, unlike the consultation, the survey did not have a question along the lines of "Do you have any long-term illness, health problem or disability that limits your ability to carry out day-to-day activities?"

In the questions about more frequent modes of transport, wheelchairs and mobility scooters were lumped in with bus, car, taxi etc, creating a dilemma for someone in a wheelchair who uses these modes of transport with their wheelchair. Which mode should they say they use most?

Therefore, although 8 people said they used a wheelchair in the early questions on modes of transport in a Spaces for People scheme, data for most common modes of transport show only one wheelchair user for during the pandemic (respondent 209 who also uses a taxi and motorcycle) and one for before the pandemic (respondent 131: who also used a bus and walked).

Therefore we do not have confidence that the findings from the survey properly represent disabled people including wheelchair users and the survey cannot be checked to ensure it is statistically representative for these groups.

Q15 "During the pandemic, what forms of transport have you most often used when travelling around Edinburgh? (including for short trips to the local shop etc, and leisure trips, as well as longer journeys around town)."

Most often

Value	Count	Percent
Walk	145	24.87%
Bus	235	40.31%
Car	160	27.44%
Taxi/Private hire car	7	1.20%
None	5	0.86%
Cycle	19	3.26%
Wheelchair or mobility scooter	1	0.17%
Motorcycle	2	0.34%
Tram	7	1.20%
Other	2	0.34%

2nd most often

Value	Count	Percent
Car	111	19.20%
Bus	162	28.03%
Cycle	33	5.71%
Taxi/Private hire car	41	7.09%
Walk	178	30.80%
Tram	26	4.50%
None	24	4.15%

Other	2	0.35%
Motorcycle	1	0.17%

3rd most often

Value	Count	Percent
None	102	18.41%
Taxi/Private hire car	52	9.39%
Cycle	40	7.22%
Walk	151	27.26%
Bus	78	14.08%
Car	77	13.90%
Tram	43	7.76%
Other	7	1.26%
Motorcycle	4	0.72%

Appendix 5. Comments of Respondents to the Market Research Survey

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30% of respondents who had used a scheme took the time to leave comments. Of these, 61% left opposing comments and only 20% supportive comments.

Even 8% those who claimed to support every type of Spaces for People scheme in the tick box questions left opposing comments.

If people understood what a Spaces for People scheme was, we would have expected the sentiment of comments to largely align with the sentiment of support. **Overall the selected support and sentiment of the comments are at odds which makes the results unclear.**

The following table takes ALL the comments supporting and opposing (for those who have used and not used) for analysis by individual question. Neutral comments have been excluded.

Question numbers refer to the numbering used as column headers in the SMG spreadsheet.

Question	Comments Supporting Spaces for People	Comments opposing Spaces for People
Question 13: If you wish to make a comment about measures you would like to remain in place, including suggested modifications, you may do so here:	38	111
Question 20: Schemes that are in place If you wish to make a comment about measures you would like to see removed, you may do so here:	14	72
Question 26: Schemes that don't exist yet If you wish to make a comment about any of these new measures that you would like to stay in place you may do so here:	7	45
Question 32: Schemes that don't exist yet If you wish to make a comment about any of these new measures that you would like to be removed you may do so here:	6	47

Question 13

Comments in Favour of Retaining Measures (38)

All of these measures make the city more pleasant to live in, pandemic or no pandemic.

Anything to keep the cyclists off the pavements. Easily accessible bus stops. When I used to get out and about, I'd find myself walking long distances to get to a bus stop. This is a particular problem when going from Semple street back out west. You either have to walk back to Lothian road, or quite far onward past the school, where the bus stop is in a popular area for dope smokers and opportunists in daytime and darkness. It's strangely secluded. I was on my own there on Wednesday back of 6pm, after getting my covid vaccine at the conference centre in Morrison street. I am only 5ft with a walking stick and 2 dope smokers who joined the stop, and a street dweller passing with his bags, felt they could comment on what I was wearing.

Anything which makes walking and cycling safer and helps reduce pollution from exhaust fumes

city centre without vehicle allowing walking to be enjoyed

Happy with the cycle lanes, it's about time we moved to a more bike friendly city

I am easy either way although I use car allot more now days.

I am generally for all measures, except when making more space for pedestrians results in less space for cyclist/narrower roads, making cycling more dangerous

I am generally in favour of these measures, but have concern about the poor design of some. In particular, cycleways and extra footway space must not be put in place by sacrificing bus lanes and reducing bus priority, which is essential to retain. An existing 4 lane road would be better converted by relining the road as 0.5 cycle lane, 1 bus lane, 1 (one way) traffic lane, 1 bus lane, 0.5 cycle lane, with the traffic lane for the other direction following a similar layout on a parallel road instead. North Bridge should also be added as a priority cycle route as it is much less steep than the Mound (which I rarely use (cycling) in the uphill direction because of this).

I am looking forward to more pedestrian space on South Bridge, where the pavements are very narrow, and I often have to walk on the road particularly at bus stops. As a pedestrian, I find walking beside a cycle lane much less stressful than walking directly beside car traffic. Edinburgh council is doing a good job, I am sure other councils in Scotland will eventually follow in helping pedestrians, cyclists and disabled people.

I can see the benefit to some of the protected cycle lanes, but not when they coincide with parking bays outside shops such as at Buckstone as it makes it difficult for elderly people to park. The closure of Braid Road has lead to more traffic on Comiston Road which forces us to use Braid Hills Road for our journey to provide care for family in the Blackford/Grange area. Each time we make this journey we now have to travel 2km furthur. How can the Council justify this extra contribution to the pollution levels in Edinburgh? Roads such as Braid road play a vital role in easing congestion on Comiston Road and providing shorter, less polluting routes for residents. An alternative would be to install traffic lights at the Braid Road Hermitage roundabout to make it safer whilst still allowing two way traffic on Braid Road. There could even be a phase on the lights first for cyclists to make their turn ahead of cars. To make more space for cyclists on Braidburn Terrace the council could provide grants for residents there to build a parking space on their front gardens.

I do not drive and so I'm very much in favour of increased space for walking, but please try to separate walkers from cyclists - they constantly interrupt the ability to walk, with many cycling either too fast or without great control!

I like it very much

I love any measures that increase quite spaces in the city, the pandemic has shown the potential of what the city could be going into the future

I support measures to protect cyclists on main roads with fast moving traffic, however the biggest problem I have experienced is the removal of parking spaces in local shopping areas including Bruntsfield, Morningside and Stockbridge. It has been massively offputting for customers of shops there as they wanted to drive and park rather than use public transport because of covid, but were unable to do so. These independent shops are crippled by the lack of customers and difficulty in receiving deliveries while the parking is suspended, and when they are operating under such heavy restrictions anyway the parking was / is just another nail in their coffin. Please support these independents - they are far more valuable to our communities than the big chain shops in out of town retail parks, and also directly support my personal income as I run my own business supplying them with stock!

I think all measures that encourage walking and cycling (and use of public transport) and discourage car use should be retained as long as these do not produce adverse impacts on other roads in terms of increased traffic and pollution. The citizens of Edinburgh need to be persuaded to leave their cars at home when travelling around the city in order to reduce pollution and traffic congestion.

I think it's important to happen as I've been to Sweden and they have all pavements split for cycles and people. It's important to encourage less use of cars for small journeys when people can walk but also needs to take into account that some people do need to use cars due to health

I think most of them should be permanent

I think the restrictions could be flexible: winter time with bad weather restrictions could be applied for time slot (for example 3-4 hours per day late in the morning to early in the afternoon in city centre)

I think they are great

I would like more extra pedestrian spaces

I would like to see as much of Edinburgh designed to favour walking, public transport and cycling as possible and any measures to discourage car use put in place urgently.

It's not on the list but I was sad to see the removal of extra pedestrian space on Great Junction street- it made it much easier to social distance

Most importantly look at closing road to traffic through Holyrood Park

Need to be more continuous bits of wider pavement. Eg in Stockbridge there are little patches when need a full stretch and to get rid of bins and other clutter particularly on south side of street.

Need to make protected lanes more robust in order to prevent deliberate vandalism

Only thought must be given to not duplicate existing safe cycle routes. For instance, nobody needs to cycle on Ferry Road at all, as there are good cycle links here already in an E-W direction, and I have often used them, all the way from the bridge at the East end of Davidson's Mains to Leith.

Overall a good idea as traffic is a nightmare as a pedestrian

Please help keep people safe more

please ensure the protected spaces are just that - either by physical measures, or proper messaging and enforcement

Please keep them where they are they are really helpful

retain the open safe spaces anywhere they cause minimum disruption to traffic flow or are on main arteries into the city centre

Safer cycling routes would encourage me to cycle to work

The premise is really valuable but would need to be managed on a more permanent way with proper infrastructure

The road beside my daughter's school Brunstine has now closed off a road to make it safer for children and adults and should stay like that

These things are fine but come at making it harder and harder for people to get around the city on other forms of transport, including public transport

We have to cut down on car emissions so the sooner the new systems are set up the better

We need more cyclists in the streets and fewer cars. They should have specific days of the week when cars MUST not be allowed to be used. It is causing so much pollution and inconvenience to people who prefer to lead a healthy lifestyle!

Would love to see them all stay. Don't back down!

Question 13

Comments in Favour of Removing Measures (111)

1. Concerned about traffic congestion affecting buses reliability once traffic returns to normal levels.
2. Not at all fond of any measures related to cyclists - they just slow down/hold up buses which impacts on bus reliability.

Adam McVey and the SNP should be facing their constituents with this rather than hiding behind survey. Lesley McInnes should never be allowed near transport infrastructure ever again. She is an absolute embarrassment

Adam McVey should have the courage to face the public with these proposals rather than hide behind surveys like a coward

all this has done is move the traffic - not reduced it

As a central Edinburgh resident since 1976 neither I nor any of my neighbours or local businesses were consulted on any of these so called temporary measures. As a Resident Parking Permit holder I and many others have been robbed of desperately needed parking spaces we have paid good money for. As a lifelong SNP supporter and voter I will find it nearly impossible to vote either nationally or locally for them; law abiding car owners are being treated with disregard and contempt.

Awful idea that will increase traffic

bollards and poles for cycle lanes could cause severe injury, and many are dangerously positioned

Cars need flippin roads

Changes to traffic lanes in Mayfield gardens have effectively moved the centre of the road and result in bus and cycling lanes changing sides at points on the way. Some drivers, unfamiliar with the road centre change, risk clashes with oncoming traffic.

Council needs to be honest that these are nothing to do with COVID whereas it's increasing cycle lanes by the back door

Craigmillar beside Lidl supermarket.

Cycle lanes are a waste of space and slows the flow of traffic

ding suggested modifications

Dont trust the council to make this work. Ould prefer them t try one road change

ested modification

Extra space

Feel it's an inconvenience and wasted money. Really hard as a driver at times as it can be tight on some roads!!!

Fountainbridge

Get rid of them all before a serious accident or fatality occurs.

I am happy with the previous painting on roads to indicate cycle lanes. I do not like the current space for people because when there was heavy snow on the cycle lanes, these areas could not be cleared because of the poles sticking up. My partially sighted mother-in-law has almost tripped and fall because of this "space for people". It is a wasted of money.

I am very saddened by this work the state of the roads and pavements around Edinburgh is atrocious. Some of these markings that are bing done just now are being painted over POTHOLEES. The money should be bing sent on bringing the current road and pavement network up to standard. It is embarrassing to see the work being done. Even the fixing of potholes and pavements the

standard of work is awful. Please look at this before putting in measures that just cause more problems than they solve.

I do not see how more cyclist make the streets safer. It is very dangerous with so many cyclist on sidewalks, parks and even on Holyrood Park and Salisbury Crags. You should not put together the benefits of people walking with the danger of having to share the roads with feral cyclist. I prefer to share the roads with cars than with bicycles or scooters.

I don't drive, do not have children, and am rarely out and about in any of the specified streets, so this has very little effect on me

I don't want any to remain - this is ill thought through, and panders solely to cyclists who don't pay anything towards the road network, and ignore traffic regulations anyway, so they will only occasionally use these measures when it suits them - and continue to use pavements etc. when it pleases them

i dont really know, all the places are not beside me so cannot comment

I hardly see any body using them. Waste of time/money in my opinion

I have been staying home during covid so have little experience to make judgement.

I have no objection to cycle lanes or more space for pedestrians but the hideous black and white poles should be removed.

I live at Roseburn and work in town and despite their being dedicated off and on road cycle lanes, cyclists still cycle on the pavements.

I should like to have added a substantial number (more than 5) reasons why the measures were inconvenient

I think it should go back to the way it was

I think that leaving spaces for people in post pandemic times will cause traffic congestions in already congested streets. Instead Council should spend the money for the roads repairs that make Edinburgh looking like a third world country.

i think the pandemic has made people with small buneses harder to live i feel it a world wide scam

I wish for all of these measures to be removed.

I would appreciate if there was more done for drivers rather than everything being around walkers or cyclist

ing suggested modificatio

ing suggested modifications

Introduce rules for cyclists to follow - i.e. no weaving through traffic, must wear a helmet and high vis jacket, no going from road to pavement and back to road,etc

It is hard to find the right balance between providing more space for pedestrians and leaving enough parking space for employees who work in those areas

It is simply a farce

It is sometimes not clear whether some measures apply to pedestrians or cyclists

Made it so much harder for people with disabilities - fewer disabled parking places available and longer distances to cover. As usual disabled people are at the bottom of the CEC priority pile.

Many of the measures are unsightly. I hope that the Streetscape will be improved in due course.

Measures should only remain in place if an analysis of the impact on road users has been done.

More money wasted by Edinburgh council and the Scottish government

more parking restrictions on main roads e.g corstorphine high street

more pedestrian streets in the city centre, the air pollution is getting pretty bad

More priority to pedestrians when crossing roads. Some crossings don't change until after 60 seconds and would like to see more zebra crossings in the side streets

More signages

most if not all the measure should be removed, dangerous and ill thought out, not to mention confusing for all involved

most of the spaces are currently causing issues for both foot and road traffic and are the vast majority are not required as footfall in these areas is low and existing pavements are sufficient

Need to stop cyclists using pedestrian space on Waverley Bridge - it looks like a cycle lane

no every journey I would normally take or have taken.

none of the measures should remain it is a gross waste of Edinburgh council tax payers money especially it is all about cyclists that don't pay any tax for using the potholed roads the floating parking is dangerous. it is well known in edinburgh the council dont want cars in town they would like to have a car free centre of town the council is not fit for purpose

None of them. Cyclists use the pavements now so why should I support cycle lanes. Pot holes in the road are more urgent and important than cycle lanes. Lothian Road has cars parked in the middle of the road and the cycle path next to the pavement. A parked car could be parked and either the passenger or driver gets out. Opens the car door right into a cyclist in the cycle lane. People trying to get into their drives have to cross a cycle path to access their drive. TOTAL WASTE OF MONEY

none of them...disagree 100% what happens when traffic returns to normal...CHAOS..

None should remain - they are dangerous and the fact that the council have taken advantage of a health crisis to install these death traps is repugnant.

None. Abuse of Emergency powers.

Not enough space in Edinburgh. We need no modifications

Not in favour of measures as disabled people's needs have not been considered.

Painting on the road indicating cycle lanes is good enough.

Parts of roads are narrow and dangerous. Crossing cycle paths the get on the bus is dangerous. Disabled parking spaces are in stupid places not suitable for disabled people. I wonder how long it will be til there is an accident that could have been avoided if these measures were not in place

Pedestrian improvements must be given priority, unlike the approach taken so far which is hugely weighted to cycle lanes

people use pavement not cycle lanes

Places For People is negatively affecting Bruntsfield businesses & shops and many may close as a result

Please do not make cycle lanes on the pavements!!! You are taking up too much pedestrian space in favour of bikes. This is unacceptable. Bikes can cycle on the road. It is very dangerous to share pavement with cyclists as many of them are speeding. Please bear this in mind. I understand you want more people to use bikes but why van they cycle on lanes and road...

please make all roads works made during the night time. Thank you

Please minimise the use of bulky or unsightly road barriers and aim to reduce the density of street furniture

Put thing back to the way they were before the council weaponised covid.

Putting cycling lanes between pavements and parked cars is a particularly stupid mechanism, that should never have been done

Remove all - bad for people and business

Road closures are causing upset to residents in streets that have found themselves on the receiving end of the increased diverted traffic. Drivers are having to cover longer distances producing more pollution and clogging up minor rather than major roads.

road closures cause traffic to be relocated to other busy streets increasing the congestion

suggested modifications

The black and white sticks are unsightly and the road closure drives me mad.

The council didn't clear the snow from the cycle lanes - this meant that bikes and cars were sharing a narrower road making cycling more dangerous. The measures to widen pavements (eg Stockbridge, Corstorphine etc) are no use because they still have kerbs in the middle - so wheelchair, mobility scooter and pram users do not benefit from this. it is now much more difficult for disabled people to get parked near to shops in these areas and the roads are narrowed for cyclists. Stockbridge is just a mess. If the council wanted to encourage cycling they would fix the many potholes on Edinburgh's roads - it is unsafe to cycle after dark. Note that people are using their cars because they are scared of catching coronavirus on public transport.

The crewe Road cycling lane hinders ambulances as cars can not get out the way. Also faster cyclists can't really use these lanes as other cyclists are too slow

The current arrangements are a mess. Existing cycle routes ignored by most cyclists

The cycle barriers on comiston road are dangerous and stupid

the grey clocks that mark out the extra space for pedestrians in Dalry Road are potentially very not to see and therefore to trip over. I'm sure footed, don't wear headphones and have reasonably good eyesight but I've nearly tripped several times. The little lights on the blocks don't give enough warning that some of what's grey is raised and is a tripping hazard. I think they could result in some nasty accidents with oncoming cars. I do appreciate the extra space though. I think it's particularly at corners/junctions that there could be problems, accidents and injuries.

The motorist continues to suffer

The new weird car-parking in the road with cycle lane inside it, on the Lanark Road between Gillespie Crossroads and Longstone is one of the stupidest measures I have ever seen. As I cyclist, it's massively dangerous with car doors opening into the cycle lane - particularly near the nursery. Please get rid of it - there is plenty of room on that road, and the new measures confuse people and probably increase danger to cyclists.

The permanent closure of Whitehouse Loan at the junction with Strathearn Road is of particular concern to me as traffic is even now being redirected along Hope Terrace and Clinton Road. This situation will worsen as lockdown lifts and schools return normal. Neither of those streets are suitable for an increase in traffic.

The roads are a dangerous place with the insistence of the government to keep bicycles on roads. I'm aware of the highway code and of the constant answer of "no one owns the roads" but down here at ground level, its becoming a major problem. Build more cycle paths and keep everyone safe by not allowing bikes on roads, the reason I mention this is this spaces for people initiative is just encouraging more people out on bikes and when this pandemic is over, the problem will still be here. Also the school parents are basically ignoring the road closed signs around my area which in a place where parking is already limited, its causing real problems. I don't know what else to say?

The roads are too narrow

The spaces for people is a waste of time and money. Its about the council pushing their needs and agenda

There are both pros and cons for each road so it is difficult to decide

There should be none . They're dangerous . Another vanity project for MacInnnes and McVey !!!

There's no point putting measures in place if there are ignored, like at Murrayburn Primary, where the closed road is opened by motorists who want to drive through

These have been forced through without consultation and with little justification while people have been isolating. Done by stealth

These initiatives appear to hardly impact South Queensferry. As usual we are forgotten by the rest of the City.

These measure have been brought in at a time when we are facing a world wide pandemic. So far all they have done is increased congestion, increased my journey time, cost lots of money and painted the road in a ridiculous way. Money would be better spent fixing potholes.

These new barriers that have been put on the roads for cycle lanes do not make me feel safer.

These should be for pedestrians, however the vast majority have been poorly planned and implemented cycle lanes and inappropriate road closures.

They don't help

They often don't make any sense. They affect local businesses because people can't park near them anymore so are less likely to shop local and will drive elsewhere with parking. Places like the braids closures have a massive impact on traffic and serve no benefit for walkers and cyxlists

THIS IDEA IS AN INVASION OF PEOPLES RIGHTS

This new development is completely useless and has to be removed

Those poles intended to protect the cycles will only make it worse for everybody. Please remove them.

Totally unnecessary and prohibitively expensive to rate payers.

Tree huggers gone amok

Unfortunately I have seen very little increase in people using the extra walking and more so cycling area, particularly on the outskirts of the city centre. I have seen traffic queuing which will add to the carmon monoxide problem as traffic is delayed.

Unnecessary and a complete waste of a lot of money urgently needed to repair and resurface roads and pavements

Very poorly thought out and forced on residents without proper consultation

Walking up Abbeyhill is particularly distressing as pollution from vehicles has nowhere to disperse; also one gets splashed while walking there on rainy days. I respectfully request that this is made a more pleasant walking route. It is an embarrassing road, it being so neat Holyrood too..Thank you.

waste of time and money

Well, I'm a normal commuter who predominantly uses public transport and walking. occasionally cycling with more guarded roads would be nice and peaceful as it reduces threat of getting accidents

What happened to free bus for children

What's the point, take Lanark Rd for instance. Council put it out for duscussion/concerns and out of the approx 1300 reply almost 90% was against the proposals but a few weeks later the work started. Obviously it was a done del and the council were only doing a box ticking exercise with the residents

Whole concept is ill considered and a waste of money.

You have taken the opportunity to impose draconian measures using a temporary law. It is causing chaos and I hope you suffer a huge backlash.

Question 20

Comments in Favour of Retaining Measures (14)

All schemes have had some positive benefits with very few significant drawbacks

all the measures serve a purpose. Even where a lane is not full of cyclists, it keeps the cars further away from pedestrians.

I am generally for all measures, except when making more space for pedestrians results in less space for cyclist/narrower roads, making cycling more dangerous

I think all measures should be retained where this is practical and the majority of local residents in those areas are happy with these.

I think we should still have them for the foreseeable future

I would not like to see any off my routes removed at all...

Keep it please

No everything is fine

None should be removed. What should be removed is access to cars in lots of streets.

please ignore the motoring lobby, esp when they pretend they are actually speaking up for minority or disadvantaged groups

Removing any would be a retrograde step.

should remain

The cycle lane on Lanark Road between Gillespie crossroads and Lonsstone

there is no point in just doing this once but not continual!

Question 20

Comments in Favour of Removing Measures (72)

1. Stop penalising bus users with your obsession with cyclists. 2. Do something about the badly sequenced traffic lights in the city centre and at the roundabout at the bottom of Leith Street - they just cause congestion and delay hundreds of passengers using buses.

Adam McVey and the SNP should be facing their constituents with this rather than hiding behind survey. Lesley McInnes should never be allowed near transport infrastructure ever again. She is an absolute embarrassment

Again, please make parking available in again in local shopping communities such as Stockbridge, Bruntsfield and Morningside. The independent shops here are already crippled by government restrictions - the inability for them to receive deliveries or for their customers to park is just another nail in the coffin when they really need your support.

all need removed to benefit business, pollution and everyone

All of them, the money could have been spent on all the potholes. I have not seen more people walking or cycling due to the measures. We may be in lockdown but as many people before lockdown are still on the roads in cars and at the shops

All removed would be best

All the polls sticking out near bus stops because they create a hazard when partially sighted people trying to cross the roads.

All the protected cycle lanes need removed. They are dangerous

As before, doesn't affect me

Braid Road and Links Gardens must be removed given the impact of traffic on surrounding roads. These areas are bad now given its relatively quiet and will be horrendous as traffic rises to normal levels. Bus services must to be hindered by any of the spaces for people measures. The consultation by CEC on the measures has been atrocious in general.

Bruntsfield Place as Places for People increased pedestrianisation is killing Brintsfield Place businesses

chaos again from the council

Complete waste of money

Difficult to work out

Edinburgh council are obsessed with cycle lanes if this is the case then cyclists should have to contribute to using the roads they are nothing but a pest

Edinburgh Council should have spent the money wasted on these measures to repair the roads and pavements to make them safer for all users. Hitting a pothole on a bicycle must be extremely hazardous.

Extended walkways do not work. You have to come off the pavement and this is unsafe for wheelchair users, buggies. Elderly

far too many botched measures. The bus gate at the east end is confusing, you don't see the signage until you are already committed to the road. They maybury road crossing has closed a lane of traffic for no reason at all.

Funnily enough the Council has no money to remove all these impediments so I don't expect any will be removed

Get rid of cycle lane barriers on south Edinburgh

go back to the way it was

Having the road closed by Hermitage just means that only rich people who live within walking distance can enjoy the green spaces as the rest of us have no where to park.

How dare the council take advantage of a pandemic to install these woke discriminatory deathtraps

I have seen very little usage of these areas. Only ones I have seen have been standing chatting and cause difficulty for others to pass. This surely has achieved the opposite to what was intended.

I haven't felt the impact of these measures, so have no desire to see them removed.

I would like to see all measures removed a complete waste of time

I've already been in touch asking for the measures outside my flat to be partially removed, I have extreme fatigue which causes mobility problems and can only walk very short distances. Its no longer possible for my family to park their car right outside my door, as a result I haven't been out since January and had to borrow a wheelchair to get from my front door to the car last time I went out.

It seems that you would try to hurt people

Just a waste of money

less money

Make area more chaotic

money would be better spent filling in the potholes

No benefit

Obstructs traffic particularly buses and are a trip hazard - very dangerous - space is wasted and never used - bad original idea

Over taking a bicycle on a road, is terrifying and dangerous as it is. Making roads narrower is asking for more accidents.

Please remove restrictions on Silverknowes Road. There is no reason to make changed to this road. There is plenty of space for all users.

Protected cycle lanes are more dangerous for everyone who uses the road. It was very clear during the recent bad weather that they impede the ability of gritters and ploughs to effectively clear the roads and they seem to collect dried leaves in the autumn. Unless the council will commit to clearing them, they are dangerous for cyclists. They also prevent cars from pulling over and/or parking safely, making travel more dangerous for drivers and pedestrians.

Remove all cycling paths from the pavements. What a silly idea to take away pedestrian spaces in favour of bikes. Very dangerous for pedestrians.

Remove all those ugly poles designed to protect the bicycles but only creating danger for everybody. Better fix the millions of potholes!!!

remove all, impacts emergency vehicles trying to get past and restricts parking for disabled

Remove most of these badly thought out measures. They create annoyance, thereby endangering the safety of all road users. Annoyance on the roads leads to increase in risk of serious consequences.

remove the bolards

Remove them all please

Remove things that are making disabled access difficult

Road closures are causing upset to residents in streets that have found themselves on the receiving end of the increased diverted traffic. Drivers are having to cover longer distances producing more pollution and clogging up minor rather than major roads. Cycle lanes have absolutely NO cyclists in them at various times throughout the day. Where there are breaks in the cycle lanes to let buses get near the bus stops, cars cannot pass because there is insufficient room to pass the bus because of a traffic island in the middle of the road. I have a partially sighted neighbour who has walked into and stumbled over the newly installed cycles lane poles and their fixtures to the the tarmac.

Same in regards to last point. Doesn't give much room for cars and feel they are an inconvenience

See previous comments about removing poles.

So many of these measures are nothing to do with COVID and some of the designs are poor. Impacts on public transport when city gets back to normalcy in the summer will be terrible, ditto negative impacts on adjacent streets from the closures such as Braid Road and Links Gardens. The look of the schemes are generally awful.

Some pedestrian spaces with bollards just don't make sense, as they are in spaces where either there is not enough pedestrians passing, but the traffic is huge(better use it for safe cycle lanes), or the traffic is just to big to take space from the road, hence better to invest in cycle lanes, clearly marked and safe. I support pedestrian spaces in main city centre though.

The bollards are dangerous. They get hit and go flying. Many are too close to junctions. They look absolutely terrible and spoil outpr beautiful city.

The Braid Road closure. I would wish to see it reopened both ways. It's closure has resulted in more traffic on Comiston Road. Or journey to the Blackford/Grange area takes 2km longer if we travel on Braid Hills Road to avoid the hold ups on Comiston Road. We are therefore contributing more to pollution levels which goes against the Council's aims. I fear the congestion on Comiston Road and closure of Braid Road will make it more difficult for ambulances to reach the outer suburbs. Braid Road used to enable residents to make shorter, less polluting journeys and help the flow of traffic. It could be made safer by installing traffic lights at the Hermitage roundabout.

The council should be concentrating their money on other things than Spaces for People which is causing more problems than good.

The council should just be honest with their intentions.

The cycle lanes at the top of the Mound are particularly dangerous. Buses going downhill have to turn left at the Bank of Scotland - and they can't do this on their own side of the road. This is an accident waiting to happen.

The extra space for pedestrians hardly gets used it takes away parking for people to pop into the shops... the shop trade (when it is open is affected by the pedestrian sections).

The measures are counter productive. A cycle lane which is currently being widened has only one or two cyclists an hour using it. Total waste of money when potholes etc go unrepaired

The measures have made it so much harder for people with disabilities - fewer disabled parking places available and longer distances to cover. As usual disabled people are at the bottom of the CEC priority pile.

the present measures are bad for retailers and are accidents waiting to happen.

The protected cycle lanes in Duddingston Road will cause more congestion locally. When schools and nurseries are fully back it will force parents to park in narrower side streets. Although I live within walking distance of the area I unfortunately have to use the car to drop children off at two different nurseries to ensure I arrive in Central Edinburgh in time for work starting. Have the council consulted local residents on the practicalities of this? No. I would hate to be a resident living on the street who doesn't have a drive way but now can't park their car outside their house. Likewise the cycle lanes will actually cause more congestion once there is more traffic in the road. All that has happened at my son's nursery is that instead of parking further away parents now bump up on the pavement, which is a much greater risk to safety.

The road closure at Links Gardens should be reinstated due to the congestion being caused on surrounding roads in the area. There is plenty of space for walking, cycling and other activities within Leith Links itself.

The road closures around Woodburn terrace to the meadows are particularly inconvenient and lead to increased traffic on Morningside road as that is the only alternative route. This in turn leads to worse pollution in that area. Also the space for people on Morningside road has led to the road being too narrow outside the Churchill theatre as the bus stop already comes out in to the road and the new space for people on the other side means that a bus and a car cannot pass each other at that point, leading to more congestion and with the potential for an accident to happen if the two vehicles come too close to each other.

The specific design of the bus stop boarders and cycle lanes on George IV Bridge need rethinking. They are far from ideal and a potential hazard for bus passengers unused to them. The Council received masses of bad publicity about these (reflecting badly on all SfP schemes) because of this ill-thought-out layout. In any permanent arrangement, the cycle lane should pass behind the bus stop, as on Leith Walk.

There are far too many of these restrictions and they haven't been properly thought out or consulted on

These death traps which discriminate against the elderly, disabled and drivers, should immediately be removed. This is not and never will be Amsterdam. The delusion and communist attitude of the council is nothing short of atrocious.

These should be for pedestrians, however the vast majority have been poorly planned and implemented cycle lanes and inappropriate road closures. Braid Road, links gardens and the road down from silverknowes should be reopened. Braid a road and Links gardens are both terrible schemes for creating huge congestion on adjacent streets

They don't help and make congestion worse

too great a disruption to general traffic flow

TOTAL WASTE OF MONEY SPEND THE MONEY ON SOMETHING LIKE OUR ROADS
CRUMBLING INSTEAD OF WASTING MONEY ON SILLY SILLY THINGS

unnecessary

very hard to comment on these issues during lockdown in COVID 19 I am not able to access many of these areas due to the restrictions

Waste of money

Waste of money and likely to destroy local businesses

Question 26

Comments in Favour of Retaining Measures (7)

again keep the least disruptive measures

I can't wait to see that protected cycle lane from Portobello promenade to Musselburgh, that is going to be lovely!!! I would cycle that route every weekend.

I think all should stay in place where this is practical.

If Braid Road is reopened, parking should be banned on both sides of the road between Braidburn Terrace and the Braid Hills Hotel.

more pedestrian spaces

removing anything which makes roads safer for pedestrians and cyclists would also be a retrograde step. Not to mention that a reduction in traffic density and speed will improve air quality

These are better for pedestrians

Question 26

Comments in Favour of Removing Measures (45)

Adam McVey and the SNP should be facing their constituents with this rather than hiding behind survey. Lesley McInnes should never be allowed near transport infrastructure ever again. She is an absolute embarrassment

All completely unnecessary but of course no one at the Council ever listens to what anyone in Edinburgh thinks despite us paying their wages and salaries.

All measures should be reversed and no more put in place

Along queensferry road the lines are being put over potholes!!!!!!

Difficulties regarding all issues

Do not take away pedestrian space in favour of bikes. Thank you

Get rid now

Get rid of them all

get the roads back to what they were built for...traffic pavements are for people..

hate edinburgh council

I haven't really been out much in the last 12 months so it is hard to judge.

I only walk around my house since the pandemic so even if I read on the news papers about the modifications on the roads I did not see most of them. I just do not like so many bicycles everywhere, even in spaces for pedestrians.

I want all measures removed and edinburgh council to fix the many potholes

I would like to know what is the status of the very wide pavement on Niddrie Mains Road. When the road was narrowed, I assumed the extra space would be for a cycle lane, This would be very useful for the new Secondary School in Niddrie.

Is this just to make everything harder for drivers? I don't see anything being done to help them.

It is generally a question of balance between users. Would not be an issue if all roads/pavements could be widened. but most of the measures in place or planned have limited benefits that in my view do not justify the disbenefits to road users

It just seems such a waste of money.

More signages

Most were unnecessary and unused. Money could have been used for better purposes.

not at all keep everything as it is thanks.

Our streets are not wide enough to make cycle lanes, it's a disgrace how cyclists have priority and pay nothing

Please do not turn the Powderhall railway line into a cycle path, please use it instead as part of a new tram/train system to alleviate traffic and reduce greenhouse gas emissions.

Please stop pushing protected cycle lanes. They are dangerous.

Remove all and stop more

Remove them all and KEEP EDINBURGH MOVING

Seems that cyclists, who do not pay a penny towards roads etc, are a priority in Edinburgh now with city council trying to slowly exclude cars. In reality we would love to be walking/cycling to work school etc but the Scottish weather doesn't allow us so cars are necessary..

Some of the measures look horrendous for general traffic flow. A90 and Sputh bridge in particular are so bad

Some of the proposals such as the a90 cycle lanes are awful ideas for congestion and are nothing to do with Covid. They are installations of cycle lanes by the back door

Some of these designs will severely impact movement of public transport around the city such as a90 and queensferry road. Closure of south bridge is utterly bonkers as where is the general traffic meant to go other than onto less appropriate side roads

Stop using covid as a reason to do all this.

The council needs to be fair and actually consult residents before putting new measures in place.

The last thing Edinburgh needs after a pandemic are these measures which endanger life, discriminate against vulnerable people and businesses

The main problem is that these measures will lead to traffic congestion and increased air pollution due to more start-stop traffic.

There are far too many

There are some that I do not know the details of, so am therefore unable to comment for or against.

These measures have made it so much harder for people with disabilities - fewer disabled parking places available and longer distances to cover. As usual disabled people are at the bottom of the CEC priority pile.

These measures only make it more risky for the bicycle users

They are awful - look and feel like third world country - we are being brainwashed into thinking bikes are the way forward when they are quite often ridden dangerously and ignore all road traffic rules with total impunity. Cycling is trendy but cannot replace cars etc as the main mode of transport. Political correctness rules with no real evidence of positive impacts

they are bad for all road and path users - more pollution, less business - no one benefits

totally against spaces for people - this is the minority making decisions for the majority

Totally ridiculous. A wee man in a little office with too much time on his hands thinking up things that are stupid.

Waste of money and based on incorrect assumptions

waste of money, cyclists do not use the lanes. added congestion and pollution of traffic

Waste of money. Unsightly

Well, make cycle users pay

with so many streets closed to traffic...what about electric cars? And what about "filibusses" for public transportation instead of diesel busses?

Question 32

Comments in Favour of Retaining Measures (6)

Again I think all measures should be retained where this is practical

Don't remove it

I am in support of safer cycle routes as my son cycles from Edinburgh to Musselburgh

It is too soon to remove these measures. When a new bypass is built, it isn't them removed when it fails to reduce the traffic in the town it was supposed to alleviate traffic in.

None should be removed. All these measures have brought nothing but improvements to the city.

Why would we want to remove them, given the benefits they will bring in terms of reducing air pollution and making walking, cycling etc safer.

Question 32

Comments in Favour of Removing Measures (47)

Adam McVey and the SNP should be facing their constituents with this rather than hiding behind survey. Lesley McInnes should never be allowed near transport infrastructure ever again. She is an absolute embarrassment

All of these measures should have gone through a proper review and planning phase instead of being rammed in under the cover of COVID-19 improvements

All removed probably

Any measures that stop cyclists running down pedestrians on the pavement and at pedestrian crossings are welcome. Edinburgh council has spent decades widening pavements/narrowing roads - if this is taking any further the city will be inaccessible for local people and stay at home people receiving deliveries.

Complete waste of money, obviously pet projects of officers with no concern for the safety of our citizens

Complicated issues

Corstorphine rd is congested and these measures make it worse

Cyclist can cycle on the roads and lanes.

Edinburgh already had pavements widened for tourists, there is no need to widen them more. The congestion is ridiculous and does not consider locals.

get it back to normal

I don't drive or cycle, so most of these questions are not relevant to me.

I haven't really been out much in the last 12 months so it is hard to judge.

I personally had to give up commuting by cycle after a close shave with an articulated lorry. I continued walking to work until I retired. Now my main source of transport is by hybrid car. (Obviously public transport = buses is not encouraged currently) I feel that the cars are being unfairly penalised, making it more difficult to progress across town and the even larger buses make it more tricky to manoeuvre around in narrowed roads.

Impacts on public transport and general traffic flow from these schemes will be terrible when traffic levels start to return to normal. These schemes are nothing to do with COVID. The schemes should be renamed as places for cyclists given that the vast majority are nothing to do with pedestrians and they ignore the active travel hierarchy

Instead of these measures, build new better roads and have all the potholes fixed properly

It seems that many of these measures have already been pushed through without sufficient consultation with the public. I object to the over emphasis on cycling which is an activity many people are unable to take part in.

just remove the measures

Lanark road already very wide with plenty of space, no cycle lane needed

Made it so much harder for people with disabilities - fewer disabled parking places available and longer distances to cover. As usual disabled people are at the bottom of the CEC priority pile.

more car spaces

No-one should be cycling on Queensferry road at the A90 section, whether with a cycle lane or not - the traffic is too heavy and too fast and it is not safe for the cyclists or the drivers. Putting in a designated cycle lane here will make the traffic far worse and pollution will increase on one of the most polluted roads in Scotland.

Please remove all these appalling measures.

Protected cycle lanes are dangerous.

Protected cycle lanes are not the solution. The roads need real investment and repair, not bollards.

Queensferry road bus lanes after Miller and Carter will be a disaster at peak times driving in the morning after the pandemic

Remove all asap

Remove now before children and elderly people start getting killed

Remove them all and let the city work again for all and not just a vocal minority of cyclists and other lobbyists

Remove them all and put in no more new

Some of these ideas are crazy for use in normal traffic flow. Excessive measures for cycling

Someone has got to pay for these !!!!

stop making stupid decisions

Stop the gridlock, get rid of them all

the cycle lane / parking on Lanark Road are an accident waiting to happen

The Lanark road is dangerous with the parking in the middle of the road.... on going up there I have only ever seen 1 cyclist!!!

The protected cycle lanes on the main A701 corridor (Minto St - Mayfield Gardens - Craigmillar Park) are at the cost of essential bus priority lanes and so should be removed, as there is not enough road space to have both. Bus priority measures must not be sacrificed as that will likely make some bus users return to cars. The previously existing bus lanes work adequately well for experienced cyclists, less experienced cyclists can use the parallel Mayfield Road route instead. Novice cyclists will likely still regard the A701 as too busy a road to cycle on, so these cycle lanes have few benefits and come at the unacceptable cost of the bus lanes on the main corridor south out of the city.

There are far too many

There is already plenty of room on Braid Hills Road for cars and cyclists to both use the road and pass safely. A number of cars have been parking on the road near the golf club car park, but surely some double yellow lines could be painted on the road to deter this. The council could cut back some of the gorse that is bulging over the path to give more space for pedestrians. It also needs to be remembered that the pandemic will end and we won't have to social distance forever, so there won't be any need for people to step into the road to pass others. Too many measures seem to be being put in place in a hurry without the proper consultation with residents and safety planning.

These cycle lanes, alongside the floating car parking spaces, are dangerous for pedestrians attempting to cross Lanark Road. They are also leading to drivers parking their cars in local narrow streets which could cause difficulties for deliveries and emergency services.

These measures are badly planned, poorly executed and take no cognisance of traffic levels returning to normal. They are nothing to do with Covid but installations of cycle lanes by the back door.

These road measures are ludicrous. Not needed. Stop building houses in over crowded areas. Stop painting silly lines on the road. Stop making living conditions unpleasant. People in many areas are going to have to potentially buy permits to park their own cars outside their own houses. Visitors will only be able to get 90 minutes passes. Stop it all. Spend money on the environment, collecting poo filled bins more often, fixing pot holes, cleaning public paths from foliage.

They all have to be removed because they create more danger for road users

they are bad for all road and path users - more pollution, less business - no one benefits and they are dangerous to all users as multi use causes confusion and accidents

Total waste of public money

Trying to create extra pedestrian space at places like Starbank Road is completely baffling. Places where there is already very little room for large vehicles, it just shows how out of touch the council really are.

Waste of money and anti business

What has happened to Great Junction Street in all these plans?

Appendix 6. Results from the Change.Org Petition, "Stop Edinburgh council making dangerous road changes, cycle lanes & parking cuts permanent"

[Back to Contents](#)

- 16,818 signatures (12 June 2021)

Comments (921)

"It will make the roads unsafe for everyone."

"I live on a street where the cycle lanes have been put in. Trying to get in and out my driveway now is a nightmare!"

"Edinburgh council is a bloody joke. Anti car brigade"

"This new layout is horrendous with dangerous parking in the middle of the road and takes away parking for me right outside my house. I don't even live in city centre."

"Edinburgh council are misusing powers and overriding democracy to force through poor designs that do not address the real issues of incoming traffic, badly maintained pavements and roads that are a danger to all users, and infrastructure for the massive

"The council are out of control"

"These are significantly unsafe and totally unacceptable."

"The implementation of this scheme has been undemocratic with zero consultation with local communities. The scheme itself is massively flawed and tainted with bias in favour of cycling pressure groups like Spokes and their extreme anti-motorist agendas."

"I do not consider that it the use of emergency Covid legislation was appropriate. I believe it is potentially more dangerous now than it was before for all road users. I believe a much wider public consultation should have occurred before it was impli

"The sweeping, indiscriminate and entirely unnecessary changes are unwanted by the people of eastcraigs/Edinburgh. They continue to charge us more, reduce our services and now the want to curtail free movement in our own city/neighbourhood. They are in

"The total destruction of Edinburgh needs to stop and the leaders held to account for ignoring a 41% increase in journey times there will be no businesses reopening !"

"These initiatives are being pushed through illegally using covid as an opportunist excuse for the council to pursue its own agenda at the expense of democracy and the needs and wishes of all residents. It's shameful, immoral and likely to cost lives."

"These changes are unsafe and discriminate against the elderly and disabled , limiting their access to their homes and public transport. Consultation required urgently"

"Irrespective of the physical changes being made (which seem often ill-considered and sometimes dangerous), I am very concerned by the approach being taken by Edinburgh Council in these matters. They seem intent on pushing these measures into place with n

"I totally disagree with CEC's approach to these in some cases totally unnecessary changes, without seeking input from the residents who are primarily affected on a day-to-day basis"

"I disagree"

"The implementation of these measures are horrific to disability access. The council clearly are throwing token measures towards disabled people that are ill thought, and display their ignorance towards disability and their reluctance to proactively engag

"These changes are set to impact accessibility to mine and many other businesses by removing a huge portion of on-street parking during what is an already trying time due to Covid - the last thing Edinburgh businesses need is further limitations to custom

"They are downright dangerous."

"I believe that the majority of the local area is already safe for cyclists and pedestrians so the proposals are not necessary"

"This is ridiculous and an abuse of power by Edinburgh Council"

"These Schemes are poorly thought out costing far too much money. With no proper engagement with communities affected. The money should be spent on maintaining Pavement's/ Roads that would benefit all pedestrians and road users."

"I'm against these ill thought out road changes which are not wanted and extremely dangerous. Think again!!!!"

"I need open roads to minimise traffic emissions for my wife who has respiratory problems. Stop/start traffic seriously increases emissions and reduced road space radically increases traffic congestion."

"We need a return to accountability and democracy in this administration. I'm a cyclist, but for me the negative impacts of these schemes outweigh the benefits, meaning that they should only be implemented with proper democratic consent of the communities"

"I have mobility problems and want to park on Lanark Road at the pavement"

"The changes are ill thought out and there has been zero consultation with local people."

"This is a very poorly thought out plan, & the council should consult with the people of Edinburgh about the plans, it is our City."

"I believe some of the changes proposed are dangerous and harmful to the areas."

"I disagree with both the Councils proposals and the total lack of consultation with our neighbourhood, ignoring our objections."

"The vast majority of residents in this area think these plans would be detrimental to their lifestyles and businesses alike."

"The plans for Lanark road are ridiculously dangerous for cars, pedestrian, bikes and people trying to get on and off public transport and in and out of their cars. No thought has been put into how deliveries/pick ups are made or how families get children"

"The proposed changes, some of which have already been made without proper consultation with residents, will cause confusion in Lanark Road where I live. The reduction of street parking will be problematic for residents. Reducing the traffic flow to one l

"It's affecting my everyday life really badly"

"I'm signing this petition as I don't agree with what Edinburgh council are doing in Lanark road"

"even snow plows cant clear them, shambles utter waste of more money."

"In many cases these measures are dangerous and rarely used by cyclists"

"The proposed changes are not necessary."

"The changes in Minto Steet are dangerous and in other parts such as George 1V bridge will cause utter chaos when traffic is back to normal"

"I totally agree that the measures implemented have been badly thought out and detrimental to moving around the city"

"On the Lanark Road as the width of the road for motorised vehicles will be less than what it was prior to the introduction of Spaces for People Scheme, this places cyclists who chose not to use the cycle lane because it has not been cleared of snow or i

"Its importsnt the measures aren't perminant."

"I'm sick and tired of my Edinburgh being ruined by McMeddes, Sinclair, Edwards and the like - on a diversive destructive program."

"Since SfP didn't consult, I requested drawings as the sets issued either side of Christmas (for Longstone Rd/ Lanark Road) had inadequate/ conflicting information. After three requests – dead silence. Clearly SfP is a law to itself and not to be question

"Denise Speirs"

"The decision making behind this is flawed and it needs accepted this is the case before someone is seriously hurt by a cyclist. This is an accident just waiting to happen, if it does I really hope heads roll. We had a family member hit by a cyclist and

"Bad for the locals and businesses."

"The council's plans to close roads,create cycleways in places that don't need them and the same for pedestrian walkways are just ludicrous! The idea may be good ideas but must be done with consultations and also common sense. Moving the problem from one

"There should be proper consultation and risk assessments done. Council vanity at its finest."

"I believe that the council should be carrying out a full consultation and safety audit prior to rushing into implementing temporary unsafe measures on our beautiful streets, with no consideration for residents, businesses, elderly, or those with mobili

"Where do I start ?Firstly, the cyclist's who use Lanark Road, are few and far between. Your lucky if you see one in half an hour.The majority of the cyclist's use the canal.Apparently this is supposed to be similar to Amsterdam! Really ... Amsterdam is f

"Yip turn your back or get distracted in any way and the council /government sneak in and cause the public extra costs, disruption,chaos and don't consider how it's going to work they just love spending and wasting money making out it's for the benefit of

"Edinburgh traffic management is a joke."

"I have experienced first hand, the devastating effect on my business, due to the new cycle lanes."

"These imbeciles are ruining my home city it is very sad to see our beautiful city being destroyed"

"Edinburgh Council are anti car and pushing these Permanent Measures by using Covid Spaces for People as a excuse. These measures have forced people to spend money on a driveway in some areas or park their cars in quieter surrounding Streets. And in my ar

"I want to be able to move over to let emergency vehicles past. I'd like safe spaces for all people, not just the able bodied."

"The typical council never consult properly, but just go ahead and face problems later"

"The council should listen to the public and not just implement changes without the public input"

Name redacted

"The whole system is very suspicious.No consultation. This will deter people from visiting our Capital."

"Edinburgh council are trying to ban cars from the city by the back door with this"

"All this has achieved is to make previously quiet residential roads busy."

"The road closure at Braid Road is ridiculous and causes so much congestion at Greenbank Crossroads and the cycles lane bollards around Fairmilehead are an eye sore and the roads are wide enough for cyclists and vehicles."

"Because the roads are now a shambles because of the changes"

"I believe consultation should take place or at the very least proper safety checks carried out. I have heard various remarks from councillors about the traffic situation that are frankly incorrect."

"The Council need to remember they are elected representatives and need to include the citizens in their decision making. The SfP activities have caused real problems and concerns and should be debated and considered in a democratic manner. The recent sno

"These plans create confusing road layouts for drivers and pedestrians, and potential slow down and/or obstruct our emergency services."

"We need democracy back , council to listen to residents views , and council to stop only listening to cycling and anti car lobby groups"

"Poor design, needs a full consultation to engage with communities."

Name redacted

"Its becomming impossible to get around Edinburgh and councillors are imposing a "green" agenda they did not campaign on."

"These measures have just made life more difficult not easier during lockdown"

"Because I like to help as much as possible"

"Scarce resources could be better utilised.As the petition states , cycle lanes being installed without due care and attention to implications for Businesses / Residents / disabled / emergency services etc."

"I believe these schemes are unsafe and the way they have been implemented is undemocratic."

"It's time Edinburgh Council stopped their War on Motorists..."

"I'm signing this because I agree that edinburgh council is using the pandemic to force through their anti car policy which has continued since their failure to gauge public opinion when trying to introduce road tolls to enter city and wasting millions of

"CEC need to listen to the people and treat Edinburgh residents and businesses with a bit more respect. Half cocked arrangements that do nothing for the amenity of our beautiful city. Just like they have done with the large rubbish bins that litter Mornin

"I am a cyclist and the new implementations have made cycling much more dangerous for me (eg St John's road)."

"I live in Braid farm Road and now travel via Liberton to go to Morningside. What a waste of time and petrol."

"I agree with reasons"

Name redacted

"Utter nonsense. Can't think of a more effective way of ruining local businesses, even in 'normal' times. In the current climate it's moronic."

"Outrageous mess. I have no idea who thinks this is good planning. I understand that we are trying to go greener but totally causing the traffic disruption this is causing is going to end up using with even more pollution due to traffic jams and cars back

"We need to be United to ensure democratic process is followed."

"Edinburgh Council made a promise that its Spaces for People schemes would be temporary, driven only by a Covid emergency. They have misled the people of Edinburgh. Many schemes are dangerous, poorly thought out and make life more difficult for residents,

"All for making the city cycle/walking friendly/accessible but this scheme is not properly thought out and the decisions are being made by only a few people, when we all should have a vote on it!! This affects us all! There are far too many negatives to

"Living in EH10 I have experienced / see the danger and confusion they cause to pedestrians, cyclists, car drivers and particularly the elderly and disabled"

"Far too many areas have been given to this scheme in a day when nobody walks an where also cyclists who never observe the Highway Code and pay no tax or insurance"

"There is no need for this! You are endangering peoples lives when emergency services cant get to them! There are no issues with our roads but you will cause issues forcing people to use already very busy roads."

"It is not well thought out - I am a keen cyclist & drive a car so hopefully unbiased opinion."

"It is vital that the people of Edinburgh get the chance to contribute to a proper consultation on such a significant change to the City infrastructure"

"Waste of money when other things should take priority like NHS and others"

"These changes are extremely dangerous and unnecessary."

"Edinburgh Council is trying to impose new rules without proper consultation. It is undemocratic and needs to be challenged."

"This stuff needs ripping out. Anyone who ractually rides a bicycle will understand - it makes perfectly-safe roads dangerous and confusing. At the moment it's full of half-cleared uneven piles of snow and ice. All they've done is made the roads narrower

"Its ridiculous that they are making spaces for people, there is no need for this pavements are wide enough as it is, 20 more is only going to cause more congestion and pollution"

"This needs more thought and a long term strategy that makes proper provision for cycles and pedestrians."

"It's bloody ridiculous..."

"Total nonsense. Tired of being dictated to."

"Again waste of public funds we don't have rather than use it for proper use like NHS or schools"

"The Council is just anti business"

"The consultation process is being abused , not enough public knowledge about these actions that all ill thought out and agenda driven"

"I want more parking spaces in the Bribtsfiekd ares"

"I am totally opposed to these proposals, I can't think of an area of Edinburgh which has more space . This would be the last area of Edinburgh I would be introducing these measures, which begs the question The current consultation seems to be based

"I agree with this petition."

Name redacted

"This is so damaging for businesses and residents and has been rushed through without consultation"

"Because my son is a cyclist in Edinburgh and I want to make sure it is safe for him and everyone else who cycles around Edinburgh."

"This is becoming ridiculous and making the roads confusing and more dangerous. Obviously dreamt up by non directs/car owners. It is also killing small businesses and will empty the city as folk shall transfer their purchasing to where they can park more

"Its very dangerous totally unacceptable"

"I've seen some of their plans and they're just dangerous with zero consideration for pedestrians, of whom a lot are elderly and disabled. Also no consideration for those who cannot use public transport, cycle or walk. Please stop this madness Edinburgh Co

"I don't believe the cycle and pedestrian lanes have been properly thought out and are actually dangerous. I do believe in safe cycle lanes wherever possible and safe spaces for pedestrians but don't believe that what the council have done is safe. Need

"I think the changes have not been properly thought out and delivered in a devious manner."

"The process Edinburgh Council is following in every 'consultation' is shocking. Since covid they have adopted a dictatorial approach pushing everything through without consultation with residents and stakeholders. We pay the taxes and have a right to be

"I'm signing because without consulting residents Barnton Avenue, Silverknowes Avenue and Parlaway and many other roads have been altered in a thoughtless and sometimes dangerous way. In particular Barnton Avenue at its junction with Cramond Road South

"This plan is going to have a huge negative impact on local residents. We only have one way in and out of east Craig's and the traffic build up blocks our exit roundabout already never mind closing roads and pushing more cars onto the main road"

"It directly affects me and I am unhappy with the approach and proposals"

"Sick of having the ECC force feed their own pet projects down the throats of Edinburgh residents."

"Its causing more congestion and making visibility poor. Parking is needed to stop issues in side streets where kids play"

Name redacted

"Dangerous"

"This is totally undemocratic and an arrogant move by a council that is more interested in vanity projects and initiatives rather than getting on with the day job of repairing roads and pavements for all and maintaining our wonderful City rather than dest

"Roads are inadequate"

"These plans are stupid"

"These plans are very poorly conceived, are being snuck in 'under the radar' with little to no public consultation, and will cause far more problems than they will ever solve."

"The road closures in Morningside at Whitehouse Loan will impact on the emergency services getting quickly to incidents particularly the Fire service"

"I'm fed up of this Council not listening to the people who have to cope with all these ill-thought out and dangerous schemes, especially the elderly, disabled, tradespeople etc."

"I want to access the Glasgow Road and Maybury Road without restriction or further impediment. It's about time the council resurfaced the roads in the area, as well as clearing gulleys in /around the streets and pathways in Craigmount/East Craigs and lift

"They need to be stopped."

"Because the Transport committee of the EDC are inept at running the city's roads and pavements under the guise of temporary Covid 19 measures"

"I don't want this as a permanent feature in our streets"

"City of Edinburgh Council are ignoring the very people they are elected to represent with their bullying behaviour. Its about time they listened to the ratepayers of Edinburgh instead of forcing through plans with no mandate. About time these people are cited

"Lack of thought leading to traffic congestion, which on return to normality will cause chaos."

"Inadequate public consultation. Lack of public engagement. Vanity project for councillors' visibility. Inappropriate use of funds - using SFP/Covid emergency funds to effect unnecessary ill-conceived permanent and disadvantageous change. Unbalanced

"Craig's Road is very important to me. Not least because my child attends Craigmount High. I need to be able to access the local area without sitting in traffic for 30 mins out of East Craigs towards Maybury or Barnton."

"It is causing more problems than its solving"

"I am signing because many of the changes are ill thought out and have serious repercussions for ordinary people!!"

"Because it does not make sense."

"I am totally opposed to the current plans which are being pushed through without any consultation, understanding or consideration of everyone's needs . The current proposals are not proportionate and certainly do not reflect the needs of all residents,

"Fed up with this council not listening to the residents."

"I consider the cycle and walking lanes to be dangerous and to have caused many more problems for pedestrians, cyclists and motorists."

"These new measures are not safe and are a waste of public money"

"These "temporary" moves have ruined lives and businesses. Permanence is even worse."

"The council is filled incompetent people who couldn't give a damn about real working people, business's or motorists. They can make mistake after mistake without any repercussions on themselves other than getting voted out by which time the idiotic decis

"Now my gran is unable to come visit as as no parking even though our street was a quiet street with no accidents has cycle lanes on both sides which are barely used"

"It's a joke the liberties CEC are taking."

"Under-consulted, under-analysed, under-used even? Pause for thought ... but don't hold your breath."

"They have made the roads very dangerous for people crossing.Parked cars are practily in the middle of the road so not much room for big vehicles passing."

"As couriers and can't do the job due to stopping restrictions and increased Road closures and diversions etc bus drivers are forced to be closer to cyclists and increases danger for collisions etc"

"Since the blockage of Braid Road and the placing of obsructive plastic poles on Comiston Road/Buckstone Terrace I am personally aware of 6 accidents so far, 4 involving bicycles and 2 involving cars. This is an area that hasn't seen any accidents for man

"I object and think it's dangerous and a ridiculous Idea that hasn't been thought about properly."

"Calling these closures emergency measures is criminal! Edinburgh council should be ashamed of themselves."

"This needs to be a nation wide thing. The government are trying to make motorists pay for EVERYTHING while not addressing the ridiculous wages of they people administering it all."

"No consultations are being carried out."

"We do not want these changes"

"These decisions should be taken after consultation with the communities they affect and the measures I have seen are both ugly and potentially dangerous."

"These changes are hugely dangerous"

"It's totally unwanted and unnecessary not to mention a waste of public funds. East Craig's is already a low traffic neighbourhood"

"Totally ill-conceived, ridiculous and downright dangerous schemes, without appropriate due diligence being taken to evaluate and establish risks and liabilities for ALL pedestrians and road users. This is a Council out of control and misusing funds, abus

"Pure madness and pathetic excuse to widen the road and blocking out disabled bays, loading bays for essential services. And making it more awkward for the buses to stop and us to overtake them at the bus stop. Put madness and do the folk need to be out a

"I'm a strong supporter of cycling lanes, but I'm seeing pavement widening and re-routes which are problematic with no advantages."

"Our council has destroyed our fine city and now putting peoples lives at risk"

"It's ridiculous what council are doing"

"This has made Edinburgh's roads a dangerous joke!"

"This proposal will slow down traffic and cause congestion. Local businesses will be effected. Pedestrians will be subject to more pollution rather than less. Let's spend the money installing electric charging points and promote electric vehicles in our c

"Really dangerous with all these bike lanes and bollards and cars parked basically parked in the middle of the roads because of silly new layouts who thought of these layouts needs a brain check !"

"Cyclists think they have the right to do what they want, no lights, cycles on pavements, avoids red lights by cutting onto the pavements, never look before moving out, no Insurance, no road tax. We need less of them on the roads not cut car space that we

"I am incensed that the council can make these decisions without proper consultation."

"I live in Bruntsfield and work in Morningside. The measures have had serious impact on me and those I care for. As a result of increased parking restrictions and road closures I my weekly mileage to provide care and assistance to disabled friend on high

"Unnecessary!"

"Absolute nightmare trying to deliver with loading bays and single yellows all gone. Many cyclists don't use the dedicated lanes while trying to beat their PB to work/home!"

"The roads are more dangerous than ever with all the changes, road closures and cycle lanes are a joke as they are not being cleared with the snow so have less room to move in the road.... Absolute joke!!!!"

"I was in Edinburgh last week and it was ridiculous the amount of road and parking places removed for cycle lanes in stupid areas with very few cyclists"

"It a danger to both motorist and cyclist no consideration for elderly more pollution as traffic will be clogged up already witnessed this in Leith links"

"Causing more congested roads and difficult for disabled people"

"we need the roads open so buses can travel normally and i can get back down to silverknowes"

"It's an obvious choice"

"I'm signing this petition because I am fed up and angry with the current council trying to rough ride shot over the people they pretend to represent. They said these measures would be temporary due to covid19 and social distancing but now want to make th

"Waste of money. Will cause. More congestion and pollution. Are these people who thought this up living in the real world. Vote them out"

"No consideration was given to the needs of disabled people to access shops. The disabled parking spaces in local shopping areas are very scarce and it forces disabled people to out of town shopping. I am also concerned about access to local services suc

"These changes are ridiculous. Unsafe, unnecessary and an eye sore."

"how stupid are you clowns at the clowncil safety first and yet you think this is acceptable fecking arseholes"

"Whilst the idea, in principle, may be good. The ways and means that the council has carried it this work appears to be corrupt."

"This Clowncil have demonstrated time and time again they do not care for Edinburgh residents. MacInnes and McVey need to get out on the streets and see the chaos and damage their 'great ideas' inflict. Anyone with an ounce of common sense can see the cit

"This Clowncil have demonstrated time and time again they do not care for Edinburgh residents. MacInnes and McVey need to get out on the streets and see the chaos and damage their 'great ideas' inflict. Anyone with an ounce of common sense can see the cit

"I'm fed up with the council wasting money."

"I am appalled at the behaviour of some within our Council, including their disregard for the law and democratic processes in how they have approached traffic management change in Edinburgh. These schemes were awarded government money to ease the effects

"I feel strongly in favour of the petition"

"I'm angry that they're wasting vast amounts of our money on their own vanity projects"

"Getting to work prior to these implementations were impossible most days which meant i had to leave at least 1an hour and half to get a bus before starting to ensure i was there on time and I only reside a 20 min drive away....once we all go back t

Name redacted

"The council need to start listening to the taxpaying citizens for whom they work, we are fed up of our opinions being dismissed."

"An absolute eyesore that leaves walkers, cyclists and drivers all at risk. Businesses are suffering because customers and delivery drivers are not able to stop fleetingly outside premises. Is this really what small businesses need after a year of hardshi

"Walking in Edinburgh is bad enough without these lunatic spaces"

"Edinburgh roads are a nightmare"

"Minto Street / Craigmillar Park Road is a disaster waiting to happen. A perfectly good 4-lane road where cyclists could ride safely in the bus lane (I was one of them) has become 3-lanes with vehicles weaving in and out of traffic islands and no one know

"Not what the majority in Edinburgh want."

"These precautions are dangerous and ludicrous"

"I'm sick of the changes to Braid Road and Buckstone Terrace."

"This is not carrying out the will of the people."

"They way Edinburgh council behave is appalling. For once they should listen to and work for the people instead of forcing through policies and schemes nobody wants"

Name redacted

"The whole process is completely undemocratic and will highly inconvenience families living in the areas"

"I love cycling but I am also use my car for shopping and visiting my elderly mother in Edinburgh. I use the car to take her for shopping. East Craig's is currently a very quiet neighbourhood and there is absolutely no need to block the streets. Keep Edin

"Corstorphine high is less safe.. And I've just driven to warreston crematorium. On why I consider to be dangerous rutted roads dodging potholes. Third world roads!!"

"I do not agree with many of the council's proposals and also strongly object to the 'targeted' supposed public consultations which only ask selected groups to comment on schemes. It is discriminatory biased undemocratic and falls well short of standards

"With a return to normal, pre-covid traffic levels, the demarcated bits of road to be used by pedestrians and cyclists (especially pedestrians) during covid restriction times will be unnecessary. If made permanent, they will add further to congestion, del

"I'm a business owner and a car driver. There's not enough parking, free or otherwise as it is. The cycle lanes are barely used too. As for the social distancing aspect again the lanes are unused."

"The unacceptable congestion caused by closing braid road, resulting in increased pollution at morningside school and bus travel time has increased significantly. Also by closing the road you just move traffic to other areas and have caused a rat run via

"Because you have no idea how the transport infrastructure in a city works. Closing main road DOES NOT IMPROVE TRAFFIC."

"My objections have fallen on deaf ears with the council who are obviously not listening or addressing constituents concerns. I find it baffling that they can actually congratulate themselves on a job well done when it's caused more issues to problems tha

"I hate Edinburgh council fucking idiots"

"Craig Miller Park is dangerous. The amount of times car drivers have just about collided with buses because they cannot understand the merging lanes.Its only a matter of time until there is a serious RTC"

"I believe the Council is creating solutions to problems which simply don't exist in the majority of roads they have targeted. The CEC must consult the public properly so we can collectively improve our city. I would suggest starting with the quality of t

"They are not required, they increase traffic congestion and pollution and are dangerous for cyclists."

"Because i wish to stop Edinburgh council making spaces for people permanent.It is dangerous and has caused alot of accidents.."

"Not fit for purpose this council and they're hare brain plots & plans. Ruining the city"

"It is not a good idea as it is dangerous to drivers they are to close to each other and I dont feel safe walking in these extra spaces to close to vehicles"

"These changes are pointless and dangerous. Spend the money fixing all the dangerous potholes instead!"

"I don't think these changes have been thought through. Of course I welcome better access for pedestrians and cyclists but so many of the changes are actually endangering those very peopler are unnecessary or inappropriate. Hell for those who can't use bi

"SO dangerous!"

"Councillors do not have the best interests of their constituents as their main concern. Pandering to PC wokeness has always been their number one concern"

"Deluded councillors not listening to the people,"

"I disagree with the current actions taken which have caused more problems for drivers getting around."

"Bonaly Brae seems to be a target for a traffic ban. I found out about this by accident. No notification to residents. Why? Bonaly Brae, apart from the rear entrance to the primary school, does not lead to anywhere else e.g. The Pentlands or local ameniti

Name redacted

"No thought has been given to the disabled or the elderly"

"Implemented without real consultation by unelected officials who have run away with their egos with the support of certain radical councillors."

Name redacted

"It's dangerous, expensive and makes our lovely city look horrendous."

"The restrictions will increase traffic congestion thus increasing air pollution."

"This is not aligned to the Disability Discrimination Act and is an abuse of emergency Powers. This is elitist and makes an assumption that everyone is able to access local facilities without use of their car."

"It's an eyesore, proving dangerous in some areas of the city and needs a complete rethink on how the money still available can be spent and utilised."

"The SNP council have no interest in the people of Edinburgh and have repeatedly shown a complete disregard for disabled people"

"Quite simply these changes are a danger to all who use them and the congestion will be horrendous when normality resumes"

"I live in Muirhouse and what the council did here is stupid. Those people who approved it they never been in this area and now clue how many people actually cycling and how many people are driving in these roads. It works in theory but actually it was was

"Sylvia Mclean sylvia.mclean@hotmail.co.uk"

"Not the time to be making permanent decisions"

"The Council are discriminated against the disabled who have few options in favour of cyclists who have many options"

"The restriction on traffic is for the benefit of a miniscule proportion of road users, will cause congestion and increase roadside pollution. You just need to I to look at busses on Morningside road as an example."

"The changes are more dangerous for pedestrians and car users alike"

"As a cyclist I find using bollards to block cycle lanes is more dangerous. A faster cyclist can not over take you, wet leaves and snow collect in blocked cycle lanes. Please stop spending money blocking roads for all to use. The roads would be do much sa

"I'm signing because it is necessary !"

"The council constantly undermines the majority in favour of the shouting minority. If we had a Mediterranean climate this might make sense, but for 8 months of the year this infrastructure is untenable. The resources could be far better spent getting rid

"I disagree with the way the council has implemented these changes and I think they make the city more dangerous for people, cats and cyclists."

"These schemes were intended to be temporary."

"The widening of the pavements are in most, so unnecessary, making the roads really quite dangerous, both for people trying to cross and for drivers. There is now nowhere for walkers to walk safely, as there are bicycle users zooming by everywhere, with n

"I live in the area and this hinders locals it does not help anyone"

"These measures are confusing and ill-thought through. Yes they served a purpose to support social distancing but they need better thought out before being implemented more permanently or extensively. Our own experience is that they make roads more danger

"I disagree with changes made. The reduction in parking affects local residents & parking bays on the inside lane next to the cycle lane are an accident waiting to happen."

"I think it is lethal and needs to be dealt with before the unspeakable, inevitable happens, please."

"They are killing Edinburgh with these stupid measures"

"The road changes being railroaded through by council dictators are just a nightmare. COVID 19 seems to have given them free license to do whatever they wish - painting lines on roads for cyclists only, erecting bollards on cycle lanes for a select few, t

"The Council's behaviour is atrocious. We live in a democratic society and these changed should not be pushed through without proper consultation."

"The people of Edinburgh were not consulted and some of the changes are dangerous to users."

"I think the council are wrong to impose this"

"It is the same here in Glasgow. Glasgow shitty council DON'T want cars on the roads but it is the car driver who paid and continues to pay for the roads. Instead of this scheme they should have spent the money repairing the pot hole, etc. The cyclists ha

"Brunstane Rd is being closed under Covid regs against the will of the wider residents (84% against) and objections by the emergency services."

"The measures are not safe for public or traffic"

"These plans are l'll thought out and the voices of local people are not being listened to."

"I specifically chose and moved into a property in February 2020, that met the needs of my disabled husband and his frail disabled mother. The house was chosen because it's within a residential green suburban garden area, that had a wide road, wide pavem

"The road changes are an absolute disgrace. Making life more difficult than it should be."

"Because these ludicrous "spaces" block roads and congestion our streets even more than normal. Idiotic scheme, benefits only a small minority"

"The scheme is causing chaos and danger on the roads and when it snows or is icy, it is unusable."

"They cause more accidents cyclists hit a pothole then islands of lanes"

"Londin has been Grid locked by the idiotic cycle loving mayor. Pollution increases when a city's traffic grinds to a halt."

"EDC has acted beyond its permitted scope and is ignoring the needs of the majority of the residents who are essential car/vehicle users."

"The plans presented by the council are not based on a true and honest community consultation. They are at best badly thought through and at worst incredibly dangerous."

"The roads are in a terrible state & this does not help.Small businesses are suffering throughout this "transformation" Usage of these new features is extremely low."

"This is undermining the democratic process"

"This will increase congestion and is a accident waiting to happen. Improve the paths, fix bridges on the water of leith and canal if it's really to benefit sfp"

"It's a lot of Shite."

"This is concept is being pushed trough with little or no consultation. The target would appear that cycling or trams being the only option come 2030!"

"Poorly thought out infrastructure, benefiting only cyclists. No consideration for residents, businesses, disabled, non-disabled elderly, conservation area or delivery drivers."

"I am signing because the City leaders are clueless about running businesses and everything we have said , questioned , and offered our side of the solution have BEEN TOTALLY IGNORED since the start of the INITIAL RETURN for businesses after the first LO

"They are stupid and useless, total waste of money even pedestrians don't think they are needed"

"This scheme is dangerous to cyclists, motorists and pedestrians. Like "smart" motorways, it will result in injuries and possibly deaths. Poorly thought out!"

"Everything the council did with these crazy schemes under the cover of covid was ridiculous and embarrassing for them. Millions of our money wasted which makes it dangerous for many to leave their houses or to get access and will undoubtedly affect busin

"Lack of consultation on the project and was brought in as temporary measure during covid. Never meant to be permanent and just causes traffic jams along the areas affected."

"Please concentrate on pothole repairs. They are a disgrace."

"Edinburgh is incredibly busy, needs to be safe for everyone."

"So many of the temporary measures are I'll advised, making them permanent, will only compound the errors."

"I care about life!"

"I was seriously injured due to tripping over the base (grey on grey!) of one of these bollards on Bruntsfield Place. Had I tripped in the opposite direction I would have careered straight into oncoming traffic. I did complain to the Council but have not

Name redacted

"No consultation.. dangerous around my area.. as cyclists have to dodge potholes!!"

"I strongly object to vendetta against drivers that are restricting where Blue Badge holders can park."

"I'll conceived and in my opinion just an excuse to force through their agenda to the detriment of many"

"It is already bad enough accessing Edinburgh for those of us who find public transport difficult or impossible to use for our journeys; soon this city, already unfriendly enough towards visitors and those from outside the city will become a no-go area."

"I'm signing this petition as in this pandemic period the Council are making decisions on road closures etc without a comprehensive traffic analysis; developing cycle lanes with no creative thinking to take them off main roads etc etc etc"

"Shocking, nearly had an accident today driving down Minto Street. The driving lane ran out and I was nearly hit by another car getting into the bus lane. Gilmerton Road no better with bollards so badly positioned they could could a serious accident. Plea

"I am sick of the lunatics running the asylum any longer. How come the council can find money for Spaces for People but nil for roads?"

"Our roads and streets are fine the way they are. The changes that are being made in some areas are dangerous."

"I think the city is being served very poorly on this issue. As if we didn't have enough to concern ourselves with at the moment. Many local shops, who have suffered badly due to Covid 19, will be unable to reopen as they will being caught up in the expan

"It is a hairbrained scheme that benefits the few to the detriment of the majority."

"There should have been more open discussion about this."

"Lanark road already congested with parking in almost the middle of the city bound carriage"

"It's amazing how they are always struggling for money except when it comes to making bad traffic management changes n"

"There has been poor information on what they are trying to do within transportation in Edinburgh... because most of us are not travelling to & fro into various areas within the city ... we are not seeing if the legislation of new regulations of transport

"I work in Edinburgh and have to drive through because of my hours - the scheme is a mess."

"As a driver, it is the worst designed system ever!!! Dangerous to both cyclists and drivers!!! Get rid ofnall the plans!!!"

"This will just lead to more traffic delays, greater pollution and less parking availability for disabled drivers and able bodied drivers and less parking available for shoppers to support local businesses."

"Councils, everywhere, need to remember that their salaries are paid by residents, and that it is, in any event, incumbent on them to serve, not trample on the people whose views are paramount. There will be elections, not long hence. Ask the candidate

"I am opposed to anything which hampers disabled and visually impaired people"

"Well done Edinburgh council for wrecking a beautiful city .Always claiming poverty but always find millions for numbskull ideas when it comes to transport and showing utter contempt to the people you claim to represent.I was astounded when I heard that

"Planned by monkeys. Am all for sensible road management, but current logic and implementation is laughable"

"The roads in Edinburgh are dangerous enough without adding ridiculous safety measures to thrm. More cycle lanes would be great but do it properly."

"The roads are an utter disgrace roads are meant for cars!"

"The council are corrupt and have used a devastating virus to push through unpopular plans. They should be ashamed of themselves. Noted that the City of Edinburgh Council are now colluding with East Lothian Council to try and extend cycle routes from the

"The whole project is a bad idea"

"Edinburgh hates cars and is forcing their poor and overpriced public transport on us."

"I am fed up with this council's idiotic ideas."

"I am sick of this council not listening to the people of Edinburgh."

"This is going to cause so much disruption to traffic car owners pay money for our roads and yet get very little thought from this government maybe spend money repairing the roads instead ."

"Think they are dangerous as a pedestrian I do not feel safe with speeding cyclists on electric bikes"

"I cycle myself and this was a very bad idea from beginning"

"Once traffic back to pre Covid levels will be a nightmare"

"When the city starts to busy up again, the increased traffic on narrowed roads will create havoc. As well as huge delays and congestion, people will be put off travelling into town. The economy has taken enough of a battering thanks to lockdowns and rest

"Edinburgh road system a shambles for both drivers, cyclists and pedestrians"

"Causes a risk to pedestrians with mobility issues, causes issues and risk for motorbike riders. Ineffectively planned."

"I agree with all the points made in the petition."

"At present the changes have severely damaged traffic movement in the city and have made many areas a single lane. Cyclists travel both ways in cycle lanes against the traffic and with the traffic
Name redacted"

"These measures are unnecessary and have caused endless problems and accidents apart from the unsightliness of them."

"Object to wasting money on projects that inconvenience MOST people who do not want these changes."

"Agree with points made in the petition"

"Fed up with road closures all the time"

"I feel that the spaces for people changes have made edinburgh city centre roads more dangerous. Forcing parking into smaller and unsafe areas which restrict visibility to those exiting side roads; holding up traffic with no space to pass safely; and givi

"Besides the potholes and shitty pavements, things were just fine the way they were before all the change. Too many things to complain about to type out. Fucking disgrace and dangerous"

"The council is hiding behind these fancy ideas to cover up the fact that they are inept at keeping the roads pothole free and safe. I am a cyclist who commutes from Bonnington/Leith to RIE everyday and the main problem is the potholes, they also introduc

"My business has been affected!!"

"There was little or no consultation in advance of these far-reaching and often dangerous measures being introduced. The impact on residents, businesses and the environment seems to have been ignored. I have witnessed considerable traffic congestion, w

"Not enough thought has been given. I stepped off a bus on North Bridge and was nearly hit by a cyclist. She fell off her bike avoiding me. She was on the pedestrian walkway because she felt unsafe on the road as it was very narrow."

"Edinburgh Council need to realise that not all of us have 9-5 working within the City jobs! Some of us work unsocial hours outwith Edinburgh and using Public Transport is not an option. This scheme has been pushed through without any apparent consulta

"This is not necessarily, decision of the Edinburgh Council is ridicules. They didn't even ask public about this and they make decisions behind closed doors."

"As someone who has been knocked over by a speeding cyclist and ended up in A&E i am convinced we need better provision for both cyclists and pedestrians not this ill thought out piecemeal approach where there may be a 100m of pedestrian space then 200m f

"So many of the cut roads are very dangerous for people, cyclists and drivers. Driving on many occasions i perceived these roads could lead to accidents."

"The council needs to rethink its plans and what it decides to develop and build, if you have signed this petition then you might also feel strongly about developing at silverknowes and ruining a peaceful location!! <a href="http://chnng.it/7BYLw7mB" rel="

"The council just not listening like a few others."

"This lousie corrupt Thieving councillors Has to go . They are illegals the act against the residents interests ."

"This damages businesses in the heart of Edinburgh and in many cases makes things more dangerous rather than safer. It's just wrong."

"Thoughtless changes causing problems and bad for the environment!!"

"Edinburgh council is a joke. The number of small businesses that have been affected by the lack of parking for their customers and access for deliveries and collection as a direct result of these pointless bollards that no one uses and which I have witne

"Sick fed up of this marxist dictatorship slowing Edinburgh's roads down to a crawl and leaving them in a dreadful state full of pot holes and cheapest of tarmac. Get this lot out and get Edinburgh moving again."

"Dangerous, impractical and a complete waste of money."

"High streets are slowly dying as it is without restricting access further"

"It looks really dangerous and unplanned/ unthought out, terrible for those with poor mobility / eyesight."

"Poor governance, full-stop!"

"As a cyclist, having the cycle lane between the pavement & parking, especially near nurseries, poses a real risk of children & passengers standing in or opening doors into the cycle lane. They are expecting to get out on a pavement. Having the cycle lane

"These traffic measures are dangerous"

"These restrict movement and are dangerous. They are stopping shops from having custom from anyone who needs to drive to their area because of age and infirmity, as buses are utterly inadequate and stops too far apart. Edinburgh survives because it is a b

"Please don't ruin the beautiful Edinburgh roads by putting these horrible billiards & narrowing the road"

"Very concerned about inadequate parking, often near the middle of the road, for older people, disabled, parents with prams/young children, and delivery vans etc Whose idea was that regarding safety? Local businesses being affected by lack of parking wh

Name redacted

"Inadequate safety assessments, no thought for disabled and elderly people, and ignoring over 10,000 objections - says it all"

"It is an ill thought out plan and will increase the risk of accidents and cause a lot of problems for the elderly and those with young children"

"They are not safe"

"If it ain't broke then don't try to fix it. Do local authorities ever think of the people who will be badly affected by their messing with what has worked for years."

"I'm signing this because of grave concerns that Health and Safety of the public especially the infirm, blind, elderly and disabled has not been considered and accidents have happened!!! Also it affects bus stops in certain areas where you step towards o

"The measures being imposed are ill thought out. In most cases the measures are not needed and causing serious impact and safety issues in other areas."

"This whole process is completely underhand by the council."

"It is dangerous and not feasible when traffic is back tto normal after Covid. All it does is cause tailbacks which means cyclists and pedestrians and breathing in more exhaust fumes"

"These changes make it dangerous for me collecting my child from nursery"

"The elections are impending, DO NOT VOTE SNP, DO NOT VOTE LABOUR. Decide for yourselves which of the other parties to vote for, bearing in mind which party is propping up the party you do not want to vote for. Maybe we will then get a council that is FOR

"The suggestions are just dangerous"

"I feel that there is minimal consultation and these changes are being driven by a lobby group who are focused on a cyclist agenda."

"This does not provide adequate parking for residents."

"Sleekit decision making by an incompetent self serving Council. It is now very dangerous to drive on the roads; unsafe at bus stops for passengers, and does nothing for the cyclist who sometimes weave all over or jump red lights. Why change Ferry Road wi

"I object to the road changes being made in the North West of Edinburgh. The changes are going ahead in spite of local objections."

Name redacted

"It is creating chaos and slowing traffic to a frustrating level and cyclists don't like it"

"Don't feel these measures are safe for cyclist or pedestrians or drivers also"

"Yes"

"It is dangerous and honestly it's a complete mess."

"I disagree with the councils approach of using Covid as an excuse to force through changes. The way they are playing fast and loose with Council funds and wasting money putting in measures and then removing them when they do not work. I am all for Spaces

"The council kept proportionally the least amount back of all councils for removal of these measures meaning their plan was to make many permanent all along. This shouldn't be done without proper democratic process rather than pressing on with their anti-

"Decisions like these should be correctly debated and not pushed through without the proper consultation and taking the views of the majority into account."

"These changes along with many more make living and working in Edinburgh more difficult for residents - I own a flat off Easter Rd. lived there for 10 years and now rent it out. We don't all live in a world that ends at the bypass, we have the right to be

"edinburghs road network is turning into a shambles, councillors who dont listen to the general public who elect them."

"I object to the Councils plans and the underhand way they have been introduced"

"I struggle to find a parking space and I pay for a resident permit."

"It time the council were held to account for their crackpot decisions. Just remember who brought these changes about when you vote in the next council elections"

"I'm affected"

"I'm signing because the works being done are so disruptive and do not meet ANY objective. Eg in Barnton Avenue, there are bollards to widen walking and cycling spaces, but theswe are interspersed by parked cars, and concrete blocks (which prevent cyclis

"Bus-using disabled people are not being considered when bus stops are being continually moved. Folk with mobility problems need to know where to get on/off without having extra obstacles to overcome."

"CEC get away with cutting corners all the time without repercussions. They should be focussing on real issued such as the housing crisis and not wasting our money on this."

"In my view it is not achieving its objectives and is causing significant delay and more importantly pollution There does not appear to be any £ to put things back when the TTROs expire"

"the artificial slowing of traffic massively increases pollution, both in the form of emissions that are harmful to human health, and the increased CO2 emissions that are some 8% higher at 20 mph than at 30 mph."

"I am unhappy and don't agree with it"

"These emergency measures, many ill thought out and confusing for all, should not be made permanent without proper consultation"

"Robust active travel infrastructure must be designed properly without short cutting the process. Safety assessments at all stages are critical. Local people must be consulted. Businesses at the centre of our economy need customers to access them so they

"The cycle lanes are nothing but a joke. Maybe fix the potholes first eh??"

Name redacted

"The spaces left for cars to travel through have not clearly been thought through, don't get me started on trying to pass a bus"

"Unnecessary barriers everywhere in a city with terrible road surface conditions and not enough space for all the road users-cycles, cars, motorbikes, busses, lorries, trams!!!!"

Name redacted

"Edinburgh Council have an arrogant, non-listening, "we know best" attitude towards the public who pay their salaries ! "Consultations" are just window dressing, held after the decisions have been made and started to be implemented. They are shameless in

"This idea is the worst idea, it will cause more congestion, it causes dangers to pedestrian crossing roads as the have to cross cycle park and parked cars before they even get to the road"

"It is so unsafe for pedestrians Also with the bad weather last week I don't know how there were no fatalities on the main road from buckstone to Morningside as it was so narrow with the bollards and mounds of snow Edinburgh wastes so much money on things

"They are dangerous!"

"I live in corstorphine and do not think the proposals will solve anything"

"What the council are doing is a complete waste of resources and a remaking changes without consultation or due consideration"

"I am an NHS Advanced Nurse Practitioner who has to travel to work in the present restrictions. Cycling to work has become more difficult since the narrowing of roads has been implemented. The cycle lanes were not cleared of snow, cars pass too closely

"These arrogant councillors who by the way were elected by 'us' the normal people , think they can do what they want without any due regard for the people that are living in the area, these temporary measures are all a lie, and they need to be reversed,

"I drive a truck in Edinburgh and on George 4th Bridge we are forced to stop blocking the road because there is nowhere to park and its a main bus route. At present you are told to stay at home so why implement this when no-one is meant to be walking the

"These are making roads worse"

"This is a poorly implemented scheme with no public consultation and badly lit cycle lanes Narrowing the road on main ambulance routes to the hospital is crazy Spend the money on the Edinburgh suburban rail route"

"I am a local resident who believes that most of these measureas are unnecessary, are in danger of becoming permanent without proper democratic process and will damage local business and community services and amenity."

"I'm disturbed that the council are not listening to communities and their needs. Cycle lanes are being prioritised over bus lanes which is incredulous that a minority in the community are getting precedence over a majority of users, makes no sense."

"I work in Edinburgh and it is a nightmare to get around! Any road changes must be consulted upon and not done on the whim of the council!"

"The council are killing Edinburgh. The narrowing of road lanes and all the barriers look awful and in my opinion are dangerous."

"There is clearly no need for these measures to stay in place !! Dangerous and not useful at all ."

"These draconian parking restrictions are destroying small businesses as well as spoiling simple pleasures like accessing my favourite local shops."

"I do not think this project is changing our road system for the better."

"I'm signing because these non emergency measures are being pushed through under the cloak of Covid and the citizens just won't be fooled."

"These changes have resulted in chaos - driving traffic onto fewer roads can only mean increased congestion."

"There are little enough places to park/load vehicles in most of these areas as it is and this has only been made more difficult with the introduction of this scheme, which seems to be nothing more of an inconvenience to local businesses and drivers."

"Many of the changes to date are poorly thought out and some are dangerous. There must be consultation."

"The approach is ridiculous on many points - in snow bike lanes can't be cleared properly. Floating bus stops are dangerous. Narrow roads can be dangerous."

"I'm signing because of the mess and upheaval CEC are making in our community between people spaces and now on top of that no parking in front of our own doors when we are a good distance from main roads. This will cause real problems to the village enviro"

"Disabled access should never be compromised and businesses have suffered enough during pandemic without making them less accessible"

"I do cycle in and out of Edinburgh regularly and have experienced the "temporary" measures put in place for covid. While I'm all in favour of creating more safe cycle routes/lanes, I do question if the people designing these actually ride a bike? This ne"

"These measures have caused serious congestion and dangerous parking in side streets around my childrens primary school and made it unlikely to allow them to walk to school unaccompanied through fear of them crossing what were once quiet roads with clear"

"Roads are like Baghdad"

"Live and drive in Edinburgh, very frustrating!"

"I believe the council has acted unlawfully and against public interests and wishes. The changes made to the roads in my area are dangerous and unnecessary."

"These proposed changes costing c. £5million, I understand, are completely pointless when they force vehicles down quiet residential streets, when cyclists are likely to come to harm with the myriads of potholes and pedestrians can trip on the badly maint"

"Ridiculous changes for the worse"

"The council are taking liberties with this to suit their own agenda"

"Some of the changes made are frankly ridiculous and dangerous, and should never have been put up temporarily, never mind permanently."

"Seeing the wind and rain today confirms that the solution can't be focus just on cycling as that is not inclusive it must focus on BUSES"

"Whilst most cyclists pay attention to other traffic on the roads, others don't. Seems more consideration is being given to cyclists than vehicles."

"These r dangerous"

"I don't believe these are necessary and will lead to increased risk of accident."

"The changes being made will make parking extremely difficult and lead to dangerous parking & public hazards."

"A lot of cycle lanes are more dangerous both for cyclist and drivers and the exit points. Now cars are being made to park in the middle of streets beside cycle lanes, this makes cars look abandoned and dangerous for pedestrians exiting their vehicle and

"We never received any communication from the council prior to the changes in Lanark Road and only knew about it thanks to a neighbour. We now have no parking and there has already been one bike accident since the changes! I even saw one cyclist completel

"This impacts my Mums road. Drop off with my toddler now dangerous as can't get parked or if we can can't get our pram out the boot"

"Should be filling all the dangerous pot holes instead of wasting money on cycle lanes."

"It's a danger and causes congestion. How do emergency vehicles get through. Problems for small businesses, a total waste of our council tax when roads are dire and in need of repair. Clowncil at its best !"

"The changes have been done in an arbitrary, ill-informed manner without actioning local concerns or objections. Some of the changes are also, clearly, dangerous"

"Being disabled I depend on my car to get around but have no longer access to several businesses as the parking facilities have been removed in favour of cycle lanes & wider pavements all to benefit those who are fortunate in having no disabilities to cop

"I live off Comiston Road and find it more dangerous than it was."

"I walk, drive and cycle and it's an unsafe mess out there."

"Tried quiet route today and discovered that road surfaces which might be ok for cars are not ok for bicycles. Surely they assessed the state of the road before doing this."

"It's a waste of money, is extremely ill-planned, is bad for local businesses, causes more traffic and bus jams, and is only done in the name of establishing fashionable "green credentials". I'll perhaps re-consider when I see the Lord Provost step out of

"I want to live in an independent Scotland not exist in a police state"

"I own a shop in Stockbridge and the changes are hugely detrimental to my business"

"These people who passed this legislation should be sacked from there position, absolute waste of money ."

"Difficult working as a community nurse my car is essential in order to do my job.Restrictions Will impact heavily on me and my colleagues getting around."

"Pushing through these schemes without proper consultation is outrageous. Secondly, if the council wish to make Edinburgh a safer, greener city and more pleasant place to live/work, I suggest they start by properly gritting roads/pavements in cold weather

"The council's actions are undemocratic and do not stand up to any form of scrutiny for them to be the basis for long term change."

"I feel there is more priority given to cyclists who pay no insurance or road tax. As well as giving them more road space they now think they own the pavements.....also cycling in pairs is not on. They need to pay for a registration plate, be suitably

"I'm signing because I believe the council is trying to pull a fast one, using the excuse of COVID related adjustments to implement ill designed and ill thought out schemes with inadequate public consultation. It's another abuse of their powers and pays n

"I consider that East Craigs is not n area which has a high traffic flow and the proposed plans cause dangerous road junctions, high pollution and unnecessary problems for people with mobility problems"

"Their idea is dangerous and crazy."

"I would like safer roads but with consultation with residents. There must be some common ground and not impose these road restrictions under current covid legislation."

"I don't agree with temporary measures being made permanent without proper consultation."

"This scheme is totally inadequate. There have been a few accidents on Comiston Road involving cyclists and pedestrians the very people this crazy council are "supposed" to be helping."

"It would appear that the council are so wrapped up in their own self-interests and ideologies - painting lines on roads for cyclists only, erecting bollards on cycle lanes for a select few thus narrowing the roads even more. These road changes being rail

"The people should have been consulted and this is just a wast of money should have fixed pavements and roads instead"

"Name redacted These measures aren't needed . And are dangerous . They aren't maintained in my area they get a sludge forming and can't use them . I have seen people slip and fall as a result . I need the car to do shopping and have had to travel fu

"The spaces are useless and ugly. I haven't seen anyone using them and the pillared cycle lanes are too narrow and dangerous."

"I think the whole idea is ill thought through. It is not joined up thinking. It leads to more congestion more health problems. Edinburgh Council would be better spendin money on roads 1st before someone gets killed in a pot hole"

"As a cyclist, the narrowing of the road space has made it more dangerous. The new dedicated cycle lanes are a travesty. 1. they are not gritted or cleared of snow forcing cyclists to share an even narrower section of road with main traffic 2. path weaves

"Very Important"

"I consider these measures to be wrong, inappropriate, in the wrong places and been bulldozed through without due diligence having been done. I do not consider these measures to be in the public interest as they are not the best measures. I consider fund

"Council now consulting on this so leave your views at <https://consultationhub.edinburgh.gov.uk/bi/retainingspacesforpeopleconsultation/>"

"This I'll thought out scheme carried out under cover of the COVID restrictions has had and will continue to have a material detrimental impact on residents, disabled and businesses who are already hugely effected by COVID. The Council need to be brought

"It's a ridiculous idea!"

"I object to the ridiculous narrowing of roads making the use of the whole road system for pedestrians, cyclists, motorists, etc much more dangerous for everyone."

"What a waste when roads and pavements just look at Princes St,are in a dreadful mess. Our Crescent has been dreadful since the traffic was diverted for the tram work."

"This is potentially dangerous and, speaking as a disabled person, is entirely discriminatory to the disabled and elderly!"

"Feel free to introduce spaces for people along Seafield Road where Arnold Clark take over the road (massive car transporters) on a daily basis making it impossible to cycle/drive safely."

"Does not take into account disabled or people who are not able to walk or ride a bike. Total waste of money, better spent repairing the roads and getting rid of potholes."

"The Spaces for People scheme was ill-thought-out and causes far more problems than it supposedly solves. Scrap it now."

"Is the council wanting to keep the spaces for people because they blew their full spend installing these areas and have left no money to remove them? I think they have been a pointless spend and should be removed for safety reasons"

"The changes used a fast track consultation approach and have created a very dangerous environment for traffic, cyclist and pedestrians and have stopped businesses and people having their right of free movement. To now force through these changes which ad

"I don't like what the Edinburgh council doing they're not repairing potholes Edinburgh roads are so bad for car damage my car so many times hitting the potholes cost me 1000s of pounds I don't know why they're spending a lot of money on these things this is not acceptable"

"The spaces for people are causing more traffic congestion, pushing cyclists onto the roads when snowing and taking space away from businesses. It is just not needed and is downright dangerous."

"Road closures near my property make access for myself and others extremely difficult - I can only imagine the havoc it plays with emergency services. Seems completely unnecessary and solves a problem that wasn't there"

"Edinburgh council have completely lost the plot. They are treating the people who they represent with complete contempt. They just do not listen to what we want and need. Our roads are like that of a 3rd world country. Use the funds for the tram extension"

"We don't want these spaces for people it's causing more traffic and it's dangerous"

"I drive in Edinburgh, we have horrible road bends curves up and down road shape and narrow roads now new introducing cycle drive way is more harder to drive and take more time to cross any normal road, more over I don't find much people very rare people"

"Temporary measures should not be made permanent without a proper review."

"It's very dangerous and done without any planning and consideration of all types of vehicles. I would like council to make life easy for people not hard."

"I feel these changes have been carried out incorrectly and without consultation"

"I feel the changes being made are going to cause accidents, pollution and road rage from all users"

"As someone who has to deliver in the city it has made an already challenging job even harder."

"The places for people infrastructure makes it incredibly difficult for me to do my job effectively. There are many areas where private hire vehicles simply cannot stop to drop off or pick-up passengers. Also, a lot of the proposals allow for buses, Hack

"Cycle lanes are dangerous when getting on the bus with cyclists having no insurance they won't pay for any damages or injuries and I don't know why we need them as they cycle on the pavement no police around to charge them."

"The elderly, disabled, parents, shoppers will be restricted by the lack of parking or difficulty in accessing public transport. Edinburgh Council making 'safer' spaces is a joke because the retailers are struggling as it is for customers. Making it safer"

"Because what the council has done this last year is dangerous to road users, pedestrians and cyclists."

"Traffic will be chaotic when out of lockdown due to them"

"There is no public consultation and you are vilifying car users"

"Traffic will be chaotic around the area causing tail backs on the roads that are open."

"I think cutting down the roads make the traffic worse plus unfair on shops on Morningside road ."

"It is causing congestion and also causing accidents and making reducing parking and even buses cannot pass."

"Its is one of the stupidest idea ever not a thought for elderly, disabled or people think there will numerous accidents heaping more pressure on the NHS."

"Obviously decided by people who don't live or know the areas they have changed. I am a pedestrian, cyclist, bus user and a driver so I am not biased to any mode of transport. The changes on the Lanark Road completely unnecessary and waste of our money."

"The whole scheme is a shambles no thought given to the elderly or disabled people. These measures have caused more accidents."

"I'm angry that the Council are ignoring legislation and public opinion with regard to major changes being implemented to our roads and our safety. We were informed that Spaces for People was a temporary measure, therefore any permanent changes must sur

"Bollards have been installed by Spaces for People for (unnecessary) pavement widening outside the Baptist Church Hall in Portobello High Street. Unless removed, these bollards will prevent minibuses delivering and collecting dementia-sufferers and frail

"The roads are bad enough without adding more danger to pedestrians, cyclists and drivers"

"I feel the imposed changes are a risk to life as well as undemocratic imposition on all road users"

"Many of the changes made have the potential to lead to loss of life."

"As a regular cyclist I find the imposed cycle lanes to be, mostly, unsafe and claustrophobic and they push me into the traffic at points where they join with the main road. They were a unusable during the snowy period as homeowners piled their excess sno

"Residents should have been consulted, I do however welcome the 30mph speed limit on Comiston Rd/Buckstone Terrace"

Name redacted

"As a disabled person living in Slateford this makes me extremely angry. No thought whatsoever has been given to the safety of vulnerable people. The council are using Covid as an excuse to drive through their ridiculous plans and hoping to get away with

"Some if the design of the cycle lanes are absolutely terrible, I don't think it will be long before someone is seriously hurt , I have actually seen cyclist not using them ,"

"It has now become extremely dangerous being out in Edinburgh. Also it is putting lives at risk as ambulances can't get through as cars can't move out the way to let them pass"

"All a nonsense!!!"

"They've started on Drumbrae now which is ridiculous and not for cycling."

"New cycle lanes on the Lanark Road with cars now parked to the outside of the cycle lane are utter madness. If a passenger opens their door without seeing the cyclist both could be seriously injured. And what of cars now having to park a couple of feet o

"No consultation. No concern for the actual wishes and needs for Edinburgh residents. Cases where double yellow lines appeared over night outside resident's homes with no consultation."

"I am fed up with paying ever increasing costs of having a car and getting less and less in return in term of the condition of the roads we are paying for. If the Council are so determined to turn George Street into a "Boulevard" can they also guarantee t

"It's nonsense"

"The City of Edinburgh has a very unreasonable attitude towards car drivers."

"Who are making these crazy decisions?"

"The changes are dangerous to cyclists and motorists alike, they further impede the flow of traffic, along with speed bumps, thus leading to higher fuel use and more pollution. Furthermore, the consultation has been inadequate and the use of covid dybds f

"It is a nightmare that's all I can say"

"These road restrictions restrict rather than free up space - the cycle lanes in Holyrood Park are never used and these designated cycle lanes will cause rather than solve problems. Visitors are unable to park, access to driveways are restricted, left tu

"It is unsightly and dangerous."

"This is making the roads more dangerous and goodness knows how ambulances and fire engines will manage to get through the limited spaces."

"Fed up with this council wasting our hard earned cash on useless projects listen to your constituents"

"The badly thought out system is dangerous and unacceptable."

"They are putting double yellow lines outside my family home ,where I've been able to park for last 22 years."

"Enough is enough. Our once beautiful city is being ruined forever by the council and these posts outlining the cycle paths are ridiculous. They dont look very temporary to me."

"I have never seen anything so dangerous or stupid. With traffic sent onto the wrong side of the road in Craigmillar Park it is just a question of time before someone is killed in a head on collision. there have already been accidents on Comiston Road w

"It's ridiculous that we're never consulted about these things going on"

"I'll thought through vanity project"

"The council seems to think it can do what it wants without consulting the public."

"Usual council scheme, poorly thought out knee jerk reaction. But equally excellent at finishing off local businesses (who pay business rates)."

"If ferryroad busy at peek times no emergency vehicles can get through traffic because of bollards stupid idea from council as usual"

"While I am supportive of our city infrastructure offering alternative solutions to motor vehicles some of the measures have been implemented without any real consideration for the impact on the city as a whole or in some cases even the safety to cyclists

"the schemes are causing congestion, lengthening car journeys and making parts of Edinburgh inaccessible for the elderly who don't want to risk using public transport during a pandemic as they can no longer drive and park nearby."

"The schemes have been poorly thought through, with no consultation, and no consideration of consequential impacts. I am in favour of segregated, protected cycle lanes but not in the way it has been undertaken"

"I dont want these cycling lanes to be permanent"

"The roads are a disgrace with po and holes and pavements are also in a diabolical state. Put money into maintaining these first. Cyclists need to pass the highway code and pay something towards roads. Also many don't seem to know a red traffic light mean

"I'm signing because it's redic!As a blue badge holder for someone who has limited mobility, it's becoming increasingly difficult to park near to where we need to be. This potentially could lead the person to have to use a wheelchair rather than promote w

"There are better ways of cutting down traffic on the roads eg low bus fares, good road surfaces for bikes and sufficient room for bikes and cars side by side."

"The changes are dangerous & ill-conceived"

"for info the council have a consultation up and running on this on their consultation hub <https://consultationhub.edinburgh.gov.uk/bi/retainingspacesforpeopleconsultation/>"

"These are more dangerous than useful and I am sure that ECC should have more pressing things to spend tax payers money on."

"On my pre-pandemic visits to Edinburgh I've seen how many older people, many with mobility issues, rely on the city's excellent bus network to get around. These changes make level access to buses much more difficult and unsafe for people we should be loo

"The roadworks are completely random and not very well thought out."

"Waste of money.Repair the roads.counslors with there own agendanot the normal person in the street's.....totally ridiculas."

"The council is a corrupt cooperation!!!!"

"I agree with the petition."

"Accidents need to be reduced not increased"

"Agree cycle lanes too close to bus stops . Dangerous as cyclists dont adhere to give way lines."

"Proper consultation has not taken place and council continue to ignore concerns of residents on safety and implications for other traffic becoming congested and having to name long diversions"

"I object to City of Edinburgh Council spending limited resources on ill-conceived schemes that introduce further confusion and danger onto our roads, whilst ignoring the glaringly obvious danger of ever-present potholes and damaged pavements which are ne

"If these measures were made permanent and traffic flows return the City will come to a standstill. Trying to force everyone into Public transport doesn't work hence the reason for a drop in bus passenger numbers prior to COViD."

Name redacted

"Cyclists don't even use the lanes. No warnings where they were placed when first coming out and seen plenty of moments that nearly led to an accident. They do more danger and they don't even get used properly."

Name redacted

"I am signing this because these plans are ludicrous beyond belief."

"I agree with this petition, lets actually fix the roads, the conditions are the worst in the country. For a capital we should have much higher standards."

Name redacted

"Edinburgh council always intended this to be a permanent and detrimental change to our roads. Edinburgh Council are anti car and mostly consider how tourists view the city. These dodgy moves were under the guise of covid based on no evidence of reduced t

"It adversely affects the elderly and disabled when trying to go about their daily routine as it can severely hinder or prohibit them from accessing businesses, it can also have a detrimental effect on the small local business"

"Please follow the due process of the law. These changes are unnecessary and unacceptable."

"Any necessary changes must be fully explained and evaluated with integrated impact assessments by getting all stakeholders involved in a proper community consultation rather than a half baked online one in the middle of a pandemic. The whole process must

"Feel it's dangerous for pedestrians, elderly and disabled"

"Am disabled with a blue badge and what's the point of having it if the roads are closed off. No consideration for the disabled and elderly with mobility issues. Not everyone with mobility issues is in a wheelchair! Am sick of being on a pavement and havi

"My husband drives a bus in Edinburgh"

"Congestion is bad enough in Edinburgh without this adding to it."

"I am signing this because cyclists are the bane of my life! Cyclists should pay some form of taxation and 100% there should be insurance carried by cyclists, if last 2 points are implemented I would be in support of cycling lanes!"

"Minto Street and Craigmillar Park has become a danger to pedestrians, cyclists and drivers. So many pinch points now on the main road and people not understanding which direction is two lanes. As for turning into our street (Crawfurd Road) now coming from

"Hopefully people will vote against these Councillors at the next Elections"

"And how will that change what actually happens on the roads?? Please don't assume that I'm a cyclist when you reply."

"The Minto Street arrangement was clearly thought up by someone in Edinburgh zoo!!"

"It's a danger to road users and causing even more city congestion"

"Edin Council are out of control on this issue"

"I think this is wrong."

"I have a disability. I love this City and want to be able to Access most of it. I need to be able to drive otherwise I am excluded."

"This does nothing for the elderly and their carers and families Post lockdown, it will severely restrict their movements Has already for GP, dentist and chiropody visits Making walks and exercise more difficult e.g. the hermitage Same with parents an

"We love and did visit Edinburgh"

"Leaving the cycle lanes is very dangerous as they end at odd places and you are faced with rejoining a single lane with traffic passing at speed."

"Council are not listening to the concerns of the people living in the affected areas. I am a cyclist AND a car user!"

"It's time to sort out all travel choices - repair the roads; remove obstacles; separate pedestrians, motorised vehicles and cyclists to keep everyone safe."

"Where is public information! These things spring up out of nowhere"

"I totally agree - it is becoming a nightmare trying to access anyone or anywhere in Edinburgh by car. The initial rationale is well-intentioned, but the implications, for residents, particularly elderly or disabled are simply not justified. Who are these

"This scheme is so costly to locals and businesses and is ineffective."

"Council are railroading through unsafe changes on our roads without proper consultation"

"It's an absolute farce of a scheme"

"A frustrated driver is a dangerous driver. Pre-pandemic I was a regular walker on the Meadows to Braids route and it was perfectly quiet enough without additional measures to eliminate vehicle traffic. Pollution in Morningside last summer - when traffic wa

"Fed up with this dictatorship Council"

"I despise these proposed changes. It solves no problem and creates more."

"Because such a colossal number of expensive schemes are being put in place with no consultation I can not support any of them. All decent people know that this consultation will be used only to support the schemes."

"The planned road realignment have been poorly thought out and will cause congestion, confusion, and, with all the extra road furniture and signage, dangerous distractions to all road users possibly leading to an increase in collisions."

"Had so many almost accidents Crazy scheme! why did we need this NO ONE was out!!"

"Who ever came up with this idea wants sacked. Not only has it created a danger for motorists and cyclists but also pedestrians. As for the poor bus drivers I can't begin to think what they have to go through . Lucky if you see a cyclist in the lanes ! A j

"The changes are ridiculous and will cause more traffic congestion and I think they will cause more accidents - cars are parking in the middle of the road"

"I believe having cars parked almost in the middle of the road is very dangerous also people who live in these streets have no where to park"

"I believe that accidents have already happened with this middle of the road parking was this reviewed and taken into account before changing the temporary to permanent?"

"These changes often make things more dangerous for cyclists and more confusing for car drivers. I've seen several bikes forced into a narrowed section of road due to barriers and blocked cycle lanes/ overtake and very near passes by cars. I've also seen

"No parking, even outside my own home"

"It is neither safe nor fair!!"

"These changes will affect the flow of traffic in emergency situations. It will cause unnecessary traffic if there are break downs."

"Edinburgh City Council are hellbent on pushing out drivers which can only have a detrimental effect on tourism and locals alike in that they can't get access to city centre due to affordable and joined up public transport infrastructure."

"the council couldn't organise something to do with brewery....they are making things dangerous."

"Making roads more dangerous for all"

"I love Edinburgh and don't want to sit back and watch the council destroy it."

"Signing because these changes are so dangerous!! Did anyone involved in planning this actually consider the risk to life?"

"These changes have too many impacts and have not been assessed correctly"

"Another knee jerk reaction from Edinburgh council people and goods need to move through the city and restricting roads without a viable alternative is not the way forward."

"The lack of thought on traffic flow is beyond belief and seems to be focused solely on making Edinburgh the least traffic friendly city it can possibly be"

"This council led by Adam McVey continues to pursue misguided policies and ignore the citizens of our city, disregarding public consultations, defying objections and even introducing summary processes without justification in order to avoid public dialogu

"These measures are further restricting movement round the city for it's businesses and citizens, it has created a hazard by forcing traffic onto the middle of the road, created further risk to cyclists having to negotiate in and out of cycle zones and th

"No joined up thinking, they want to reduce road use and CO2 emissions, but only exacerbate the situation by poorly thought out road management which is going to cause more harm than good in so many ways."

"The new cycle lanes seggregations are dangerous to the public. They are too narrow, there is no possibility to clean the cycle paths"

"It is killing local shops"

"I do not agree the changes are necessary and there should be better consultation to proceed"

"I just want the right to travel to my home and my work . I don't want to be dictated to by the council about how I get around. The council should concentrate on fixing the roads, not closing them"

"I'm signing this because the council has implemented too many road changes during lockdown without proper consultation or planning many of which are ill thought out, dangerous or inappropriate."

"Its a joke for public money!!!!!!"

"The road is now more dangerous for both cyclists and car users. This scheme was approved despite 300 objections out of 327 replies. Hardly democratic. I have requested the risk assessments from the Council as I believe there is no way they have assessed

"Sick of Edinburgh council doing what they want even when we the public who pay they're wages are very much against it and wasting our money□"

"cycle lanes should be created, but in a logical way that doesn't ridiculously inconvenience traffic and dangerously confuse motorists. These 'places for people' make it hard for everyone to get around."

"It is wrong what they're trying to do and the money could be spent fixing or adapting water of leith for cyclists which the community agrees on"

"I'll thought out and totally unecessary."

"I use the Lanark road everyday and it is a danger"

"As a taxi driver in Edinburgh I am fed up with all of these traffic changes under the guise of safety because of covid 19. It is the complete opposite and is detrimental to the safety of drivers, passengers, disabled, elderly and the general public. We a

"I am a driver and a cyclist and as both I just don't think Edinburgh has the infrastructure to roll this out safely. I think it will put me at risk both on my bike and in my car."

"I have yet to see any evidence that these spaces for people are necessary. I am in corstorphine every day and I just can't fathom why we need them and it just causes hassle and safety issues for motorists."

"It is really dangerous."

"I don't agree with the scheme. I believe that they will put lives at risk."

"Waste of money, hazardous to road users, obstacle for emergency vehicles"

"This isn't wanted and removing parking spaces in certain areas will harm local business. Our pavements aren't over capacity and we don't need the extra space anywhere. This is a waste of money"

"I have yet to see any significant benefits from chopping up arterial routes in and out of Edinburgh"

"Lanark road is an obstacle route, totally useless, an accident waiting to happen!"

"These measures are dangerous.... they obstruct emergency services, deliveries and buses"

"It is getting worse dont know 2which way to look when crossing roads"

"As a disabled person I genuinely believe this Council has an anti-disabled agenda, seemingly supported by Lothian Buses: they don't listen and they don't care."

"Its vandalism by the council and works directly against businesses elderly and infirm the councillors who introduced this should not be in authority"

"Lanark Road is an accident waiting to happen!"

"I am disgusted and angry that such a dangerous shambles has been allowed to go ahead and at such cost."

"It is a completely ridiculous idea."

"The newly introduced "floating parking" along Kingsnowe is a danger to all who are forced to use it; experienced drivers are forced to swerve back and forth randomly and it is only a matter of time before someone not familiar with the area either ploughs

"The changes make for a dangerous environment not a safer one."

"There is plenty room on the pavements, and not enough room on the roads. Besides, next to no-one uses them!"

"Congestion, causing pollution and inaccessibility for disabled people are characterising Edinburgh roads at the moment. Also the main route out of and into the south of the city has become a slow traffic jam."

Name redacted

"i think it is only a matter of time before someone is seriously injured by these measures"

"Lanark Road is now extremely dangerous - accidents waiting to happen. Council should be ashamed allowing this to happen."

"The roads are worse instead of better. The council just making their own decisions and not for the better or safer."

"I'm a cyclist, but I hate what's happening. The bollarded lanes make me feel hemmed in and less safe. I'm a full road user, and shouldn't be crammed in a narrow ghetto. Also, I drive on occasion, and the ill-considered closures have caused chaos. Try get

"Its been rushed and ill thought through"

"I'm signing this because I don't like the way this scheme is going ahead without proper consultation and because the people implementing the road changes are not thinking about the safety of children, people using wheelchairs, the elderly and those pe

"Yet again, the people who pay these councillors salaries haven't been listened to. We haven't been asked. Decisions are made with no apparent regard for common sense. Shutting roads etc that vehicle owners have to pay to travel on - to make way for pedestrians

"I am appalled with the state of roads in Edinburgh since the first lockdown last year. Priority has been placed on superficial measures and not essential works such as fixing dangerous potholes. I do not wish my tax money to be spent in that way."

"I am fed up of CEC making decisions that severely affect council tax payers without giving sufficient consultation beforehand or taking on board views that are voiced."

"The whole thing, while with the best intentions, is ill thought out."

"These idiots know nothing about cycling or safe transportation around the city and have left students, elderly, handicapped, cab drivers and all sorts of others without any consideration."

"causing far more problems than it purports to 'solve'"

"Edinburgh looks like downtown Beirut now, and not the beautiful city it used to be. Get the potholes fixed properly."

Name redacted

"This scheme has been rushed through at great expense, on tenuous grounds, with lack of proper consultation or planning. It will cause more problems than it will solve. At the same time potholes and cracks in pavements remain."

Name redacted

"It doesn't make the roads or pavements any safer. Having a cycle lane hidden by parked cars then emerging close to traffic lights is extremely dangerous. The loss of local street parking makes access much more difficult for disabled people who find dista

"They are a waste of money sn dangerous"

"Edinburgh council having been making poor infrastructure decisions for a long time now that are frequently at the expense of residents and council tax payers. It's time for change"

"Totally Agree"

"The whole thing is dangerous and ruining a one beautiful city. Killing business and costing a fortune"

"The changes the council have made to the roads have made it much more difficult to travel around. I am a resident of Edinburgh and I am therefore one of the 'people' they are creating spaces for. I have a disability and the changes to the roads have i

Name redacted

"As an HGV driver who now lives and delivers in and around Edinburgh this also stops loading areas being used and forcing us to cross busy roads with goods to premises that require them which means moving a cage of about 600kg from one side of the road to

"People with reduced mobility won't be able to. Reach their destination"

"This is ill though out and in some areas with no regard for disabled access or common sense"

"I believe the proposals are ill thought out and the Council are trying to push them through on a false emergency pretext and because they are damaging to business and make congestion worse rather than better"

"Ridiculous road restriction measures will cost workers and business's money and time. Money should be spent repairing the roads!"

"The council have gone bonkers!"

"I am objecting to parking charges that are being put in place in my area and The new cycle lanes are dangerous for all"

"Council seems to think everyone can jump on a bike. They should spend the money repairing the roads instead."

"Many changes are dangerous and unnecessary - even cyclists agree!!!"

"its terrible . it takes ages for me to get to the hospital at ashley ainslie . re open the road"

"I agree with this petition. Get the council to properly repair roads in the city. They are not fit for purpose. Neither is the council"

"McInnes and McVey out!"

"The new layouts are dangerous and will cause more accidents Money wasting too"

"I drive around Edinburgh for work and the council has made a total mess of this city. The road narrowing is dangerous, it puts people's lives at risk."

"These are to harass drivers into cycling which although cost taxes will never work we are not anti-progressive leftest."

"It's the most ridiculous and equally dangerous and waste of money (AKA improvement) that the CEC has even undertaken and that's saying something considering some of the other "improvements" they made _____"

"The whole scheme is outrageous and dangerous."

"These changes were meant to temporary, and have been pretty disastrous for the average person."

"Born and bred but couldn't get out of Edinburgh fast enough"

"100 percent behind this!"

"It puts others at risk, which is quite ironic for something to make things safer"

"This is a bloody joke all for cyclists who pay nothing to any kind of road tax, plus what about older or disabled people trying to get to their cars ,they need more time to get in and out of the vehicle.Bikes don't stop at lights or crossing , so what ar

"Stealth changes. Bad moves."

"Councillors are elected to serve all members of the community including the elderly and disabled not just cyclist"

"The parking areas on Lanark Road have made dangerous when exiting Dovecot Park. There was a near miss when a resident in the street narrowly missed a cyclist, when turning into the street from the main road. The parking areas are causing a hazard by forc

"Residents should have a say in their area. There should be full and proper consultation. It is not for the council to dictate what should happen."

"Edinburgh council is a law unto itself - spending vast sums of resident's council tax on all of its anti motorist procedures. The cyclists that I know dislike the lanes - much too restrictive. Many cyclists still cycle on the pavements- soon there will b

"Spaces for people endangers walkers and cyclists by creating a huge rise in pollution caused by idling vehicles which are stuck in traffic, crowded into one lane which can't move on. They also endanger lives by blocking fire engines and ambulances unable

"Roads don't require to be narrowed."

"It's an ill thought out attack on motorists which leads to many dangerous situations for all road users. Once the traffic goes back to pre covid levels there are so many choke points , the system Will lead to frustrated drivers which is in itself a dange

"What a disgrace to the streets of the capital"

"This is a complete waste. There aren't sufficient bikes or pedestrians on most of the roads. It is slowing traffic and increasing pollution"

"These are a total waste of time, I drive around Edinburgh every day, the space isn't being used."

"I don't agree that the new road layouts is beneficial to anyone at all"

"I think they make things more dangerous for pedestrians, cyclists+drivers"

"As someone who drives in Edinburgh almost daily, these new layouts are an accident waiting to happen, in the event of a breakdown they prevent moving to a safe place, now imagine a bus or a HGV + a blind bend and the ensuing crash that could happenThe 'f

"I feel these changes to the roads around my area are poorly thought out and have added to the dangers faced by cyclists and drivers in the city"

"As I work in Edinburgh on a regular basis, I have seen how ridiculous these changes are. Roads need to be clear for safety, obstacles endanger everyone."

"It's lunacy"

"Its dangerous"

"I thought it was an April fools when I last drove in Edinburgh, the cycle lanes are bigger than the car lanes, turns out they are actually for real, unbelievable this, stupidity beyond belief"

"These schemes are out of all proportion and the cost of it all is ridiculous and would have been better spent repairing the roads and pavements."

"For every reason noted - just steamrolled in making a complete and confusing mess of our beautiful city - sure you can spend the money on better things like repairing the roads and pavements properly"

"Less parking is not good for the ec6"

"It's an accident waiting to happen."

"Because the council is playing with all of our lives!!!"

"Very dangerous changes. Congestion and pollution increased unnecessarily. Revert ASAP."

"Our Council leaders might not UNDERSTAND but more importantly they don't seem to CARE."

"It's not working out"

Name redacted

"Extremely dangerous plans, Council are pushing through plans at a time when the public have more concerns due to Covid. Surely holes in the road need to be filled as a priority which are dangerous to the public, whether walking, driving or cycling. Chan

"This pandemic has let Councils go over the top with stupid ideas. Inverness has the same things that you guys are protesting about."

"They are dangerous to all !!"

"The road system is a disaster , the person that thought this up needs sacking ."

"many of the changes are ridiculous like creating random 5 yard spots of walking space in Raeburn Place which no one ever uses. Let's have cycle lanes, but plan them properly and don't shut some roads so that the ones available have double the traffic wi

"Because I'm completely fed up with this seemingly random chopping and changing if streets which were fine as they were - if it ain't broke don't mend it!"

"This is dangerous"

"I believe making the streets narrower is also making them less safe."

"It's totally unnecessary. They are making the roads more dangerous."

"If taxis can't get right alongside pavements to unload wheelchair/powerchair users they could have quite some distance to get to a dropped kerb to allow them to get onto the pavements! This is absolutely ludicrous! I'd like to know how many disabled righ

"It's so dangerous!! Not only for cars but cyclists too"

"Seen this in London, what a load of shite, don't know how the bastards got away with it! It's ugly and in fact has made the road more dangerous. Typical of the Government, look after the uninsured, unlicensed baskets and screw the motorist!"

"The city is grinding to a standstill but the clowncil don't realise people have to use cars, you can't buy large items then take them on a bus !!!!!"

"In our opinion, Edinburgh City Council are proving, once again, that they are totally inept at being responsible for Edinburgh's traffic management schemes."

"James Tullis is 100% RightWe had all this before with Burns & Anderson spending our money on traffic lights at places like Canonmills to slow traffic down for congestion charge into City before they got wiped out in referendum. I would not let 85% of the

"These changes are ridiculous. Some are down right dangerous."

"I travel on ferry road at golden acre every week and its now terrible with the new cycle lane. Takes twice as long grr"

"I'm all for more cycling lanes, but what the council has done has made it more dangerous for me to cycle around the city.Do it properly and make them safe or don't do it at all."

"Yesterday a south- bound cyclist overtook me on the inside cycle lane as I was indicating to make a left turn into Church Hill Place. I saw him approaching fast in my mirror and let him through of course, but he seemed potentially unaware of the danger.

"I'm sick of being held up in traffic caused by cycle lanes and road narrowing especially Morningside Road in particular."

"I am a huge fan of cycle lanes but being a regular cyclist I do think these lanes have made the roads more dangerous! They end abruptly, and often force bikes out onto the middle of the road."

"I'm signing because Edinburgh has not considered people with disabilities when making those road changes. Our streets are now more dangerous and frightening for us to get out and about. We do not want to feel imprisoned in our own homes."

"It's madness"

"As a cyclist I feel the addition of many cycle lanes makes it more dangerous for cyclists- particularly George IV Bridge. Also alterations to roundabout Orchard Brae/ Comely Bank very confusing for drivers and cyclists, and surely does not conform to Hi

"I agree. I think the measures have made Edinburgh a dabgerous, congested mess. Lucky if you see a maximum of 3 bikes on South Crewe Road at any one time. Measures have maderoads narrow and more dangerous. Cones everywhere. It's like a ski slalom, with tr

"There's not been any proper consultation. Areas not being used as they've been set up to use. Accidents waiting to happen."

"This is a dangerous situation and should be withdrawn"

"What they have done just blows my mind! Whoever came up with this idea should be ashamed of themselves!"

"I have been smashed into by a cyclist on Forest Road which caused considerable bruising, nearly hit by a bus on the mound as it swung out to avoid bollards and saw an elderly lady being reprimanded by a cyclist whilst get out of the passenger side of the

"These new restrictions are accidents waiting to happen. I have seen so many near misses as I have driven around Edinburgh. They are not safe."

"Most dangerous idea Edinburgh Council has come up with. Park in the middle of a road and then try and get a disabled person who can't Herat out the car. Also got to cross a cycle lane to board a bus."

"They're dangerous"

"The roads are now a confusing mess of bollards, islands, appearing and disappearing cycle lanes etc. Cars have to weave in and out, cyclists and pedestrians are confused - it is madness. I think the roads are much more dangerous than they were before.

Name redacted

"Accident waiting to happen..No regard for disabled or elderly..Waste of taxpayers money..causing problems and dangers that weren't there before."

"Absolutely crazy!!!!"

"This initiative that isn't safe was done under the auspices of a temporary measure. Any move to make this permanent is ill conceived and typifies CEC's arrogance and lip service to the average person"

"I think this is so badly thought through by the council and a serious waste of money."

"The measures taken by the council to make the roads safer have done exactly the opposite. I'm a cyclist and find the lanes to be dangerous, for example if there is another cyclist in front of you and you don't know the lane is there, you can't see the b

"The council have not taken into consideration the long distances elderly/disabled people are having to walk to bus stops with all the tram works. Why do they have to have so many roadworks going on in Edinburgh at the same time?"

"The dafter the idea the more the Council will implement it!!"

"Useless Council at it's best, sneak things in that THEY want. Wasn't necessary in most cases during worst of the pandemic and this joke is just getting worse! Take a look at yourselves, you're a laughing stock Council.. Sort it out and stop putting peo

"I'm sick of Edinburgh CC treating us like crap(that's the most succinct I could be)"

"The roads are going to be dangerous"

"The idiots that run this council are a complete waste of space. These changes damage local business"

"I'm sick of this council destroying our City , with their stupid dangerous road changes ."

"These changes are not thought through well enough and are a menace to all road users - people, bikes and cars!"

"I'm signing because the road changes are positively dangerous and someone is going to be killed as a result!"

"pedestrians and cyclists not a good mix in limited space allocated. Edin council spoiling lovely city."

"I think the Council needs to give a lot more thought to how the streets can be made safer for the elderly and disabled. Yes, and cyclists too, but these designs, including those on Minto Street/Mayfield Gardens/Craigmillar Park or Old Dalkeith Road will

"These changes are aesthetically displeasing - do you think tourists are going to want to visit this brutalised capital city. Day to day use of local shops for people that need to use their cars to get about and cannot walk far can no longer park near them

"Edinburgh is beautiful as it is. No more changes please."

"Take it these councillors that thought up this crazy dangerous idea, fly into work in the mornings ? Because nobody would subject themselves to this nonsense purposely. The excuses they have given to the taxi company videoing the fails is a bigger laugh

"These measures are an accident waiting to happen. Enclosed cycle lanes already building up debris with no escape for cyclist. Please spend the money on potholes and make the roads safer for everyone."

"Who thought this was a good idea? Ridiculous_"

"The work carried out is dangerous in many places and has clearly been designed by someone who knows nothing about road safety."

"What they've done is dangerous for all road users. It's not practical for daily living and a complete waste of money."

"I have observed this process over time in my area and have already sent my views to the consultation process but have no faith that Edinburgh residents views are being taken into account as these measures were supposed to be temporary and there has been

"I agree"

"It is so dangerous in Morningside and Newington let alone the rest of the city . Imagine what the traffic will be like when the COVID rules ease and more cars are on the road and old people are try to cross the roads."

"This is totally unsafe and clogs up the city. It will cause mayhem and a lot of bad feeling"

"We were told these measures were to be temporary. They are unnecessary and dangerous."

"I'm very concerned about all road users, including disabled people, kids, inexperienced drivers and more...this plan has been chaos and without thought for ALL."

"The public didn't get a say"

"When are these people going to do the job they are obliged to do, namely serve the people of Edinburgh. ALL the people of Edinburgh. If they can't, they should resign."

"There is no benefit to any road user with these dangerous schemes. Turning the capital's streets into utter chaos."

"Serve your people Edinburgh and stop prioritising tourists and their means of travel!"

"It's a terrible and dangerous system. What a mess the council have made of this."

"You're destroying a beautiful city !!!"

"I'm signing because its an accident waiting to happen _"

"They are a hazard to all in particular disabled and elderly people. They are also increasing congestion which in turn increases pollution as vehicles are no longer able to safely pass stationary vehicles on the narrowed roadways thus causing more pollut

"Disturbance for residences n caters especially for disabled people, tight spaces for parking cause accidents with cyclist"

"I'm signing because it is quite difficult and leaves cyclist more vulnerable at junctions. Also if any vehicle which is parked on the side of the road makes the person go into another lane (into oncoming lane) which creates more confusion and dangwrous"

Name redacted

"Cyclists aren't using them ,it also makes it more dangerous for pedestrians to cross the the road also ,the council haven't thought about disabled people"

"I am signing because this is destroying our beautiful city and there are more bollards than there is cyclists."

"The changes the Council have made without proper consultation and scant regard to health and safety considerations are ridiculous and dangerous to the public."

"People's livelihoods are at stake here just because the council on a whim put these things in place its now time for them to go"

"I've driven in Edinburgh since this mad scheme has been implemented. The sheer lunacy of it defies belief. People are going to get injured and accidents happen. All in all a dreadful waste of money and effort and made the roads a confusing and unsafe pla

"Most of the changes are ill concieved and reasonable provision for parking is vital in shopping areas both for the businesses and shopper"

"It has been rushed through, is ill designed and is extremely dangerous to cars and their passenges."

"Very worrying safety issues in Edinburgh now. I've been a black cab driver for 35 years in Edinburgh and I know what works and what doesn't. Wait until the steets are busy again. EDC have no foresight."

"R"

"It's an absolute disgrace. So dangerous only matter of time before someone gets seriously hurt. I really do not know what the council were thinking with this plan it's really ruined the roads. It's like a bloody obstacle course the lines are all over the

"It's far to dangerous and a complete waste of money."

"It's a DANGEROUS shambles"

"Supporting communities and local businesses, to help get the council to listen and follow the correct procedures when implementing changes in Edinburgh."

"The whole city is a total mess ,and someone is going to get killed or seriously injured and it will be E.C.C 'S fault , no one has been informed of any of these stupid rules ,if the police aren't happy with it ,"

"I think what you do with road is not logic"

"I care."

"Council is useless"

"This is an accident waiting to happen"

"It's a shambles!"

"Floating parking bays in the middle of the road is an accident waiting to happen, cyclists already had their own area on the road inside a bus lane, weaving from one side of road to other and back is dangerous....and all the roads down to one lane , HOW

"I disagree with these changes"

"I'm fed up seeing my City being ruined by 'well meaning' but badly thought out schemes. Pity the wedding car operators, undertakers and disabled trying to reach a place of worship. And what about the emergency vehicles? I was lucky when I drove fire app

"Safety"

"As a cyclist I believe many of these changes are dangerous and killing our local communities."

"Not everyone is able to cycle some of our older generation can't walk far either and depend on their cars for mobility. Not enough thought given to this group."

"These changes have turned narrow quiet roads where children could play safely into dangerous rat runs risking children's lives that are of no further benefit to anyone! No consultation or proof of requirement - bureaucrats gone mad!"

"I work in the newington area & see the trouble the new road layout is causing for ambulances going to & from the hospital,all this before some sort of normality comes back & theres even more traffic on this route"

"It's outright dangerous, how many lives will it cost? Ambulances can't get to patients in time"

"The roads are just ridiculous now with these and there's more space for cyclists than cars"

"The measures seem to make it unsafe for pedestrians, cyclists and disabled drivers. They will also affect access for emergency vehicles."

"The whole thing is ill conceived and should be done in a proper,sensible and properly consulted way."

"This in no way attempts to be a modern combined transport policy for the benefit of all, but is purely a scheme backed by people with vested interests in their own little bit ."

"I'm appalled at the new road design around the hermitage and midmar - an accident waiting to happen"

"The road layout is very dangerous. Not only has the roads been narrowed for less room for lorries/ buses to pass safely. The cycle lanes are now a hazard passing parked cars on the inside. I was taken out on my bike by a passenger opening their door in

"The council should be spending this money on fixing the potholes. I had a nasty bike crash last year due to a deep pothole. As a cyclist I find these new lanes more dangerous, due to the handle bar height plastic pillars and the stop start nature of the

"The levels of restriction are ridiculous. Emergency services will be delayed. Too many trip hazards. Accidents waiting to happen. Not to mention the mess to my beautiful city. Criminal."

"Enough of careless cyclists who cannot behave properly and think the roads are theirs...very dangerous."

"CO"

"I'm not sure who is meant to benefit from these incredibly ugly and messy looking measures but if anyone knows please let the rest of us know, never witnessed such vandalism since they toppled the headstones in the graveyards in the 1990's , they are sti

"Sick of Council making changes without proper consultation. The new bollards are a danger... more so at night. Whoever came up with all these ideas need sacked"

"Most of the changes are not helpful. Very poorly designed and dangerous in places"

"What a waste of money"

"The widening of pavements to keep pedestrians on Morningside Road 'safe' has not only caused traffic grid lock but a hazard to pedestrians too as I can vouch for from personal experience. 3 weeks ago I tripped over the angled concrete border at the end o

"the loss of parking spaces is killing business in my area."

"What the Council are doing is ill thought out, not risk assessed, breaching any principles relating to engagement and consultation practice and down right illegal."

"I am appalled at the way the council has used Covid, to implement their bicycle scheme without the proper consultation! Surely the 1st step would have been to repair most of our Capital City roads, in order to make them safe for all users? The roads are

"The city is a mess and restrictions dangerous in many cases."

"Spaces for people is a total wast of time and money"

"Lack of thought from council on the implications of this system."

"I have no idea what the council are thinking about. As per usual there will need to be fatalities before any thing is done"

"Ambulances and fire engines cant get passed on meadowplace road. Luton vans need to cross onto the other side of the road at the brow of a hill due to bollards an a traffic island on Drum Brae North."

"Have they given a thought to the confusion they have created for guide dogs not being able to see the edge of pavements."

"It is confusing at best, dangerous at worst and mostly totally unnecessary."

"Pedestrians in Edinburgh already have enough space without these measures. They also look so ugly that they are ruining one of the most beautiful cities in the world."

"These measures are actually more dangerous and cause frustration which in turn is also dangerous. Accidents waiting to happen."

"The roads have become more dangerous for cyclists"

"Dangerous, stupid design causing congestion and anger at motorists paying for cyclists who ignore highway code. Cycle test & licence only way forward"

"Total lack of thought as usual from CEC. A waste of money ."

"The changes make the roads MORE DANGEROUS!!!! Cyclists already have an engorged sense of importance!!! Stop encouraging them to damage cars by kicking them! Im appauled by the behaviour of these people! LICENCES FOR CYCLISTS AND THEY SHOULD PAY ROAD TAX!

"This Council is way too blinkered about reducing traffic, increasing walking and cycling. They do not consider all the users of the routes, most especially residents, businesses and the one that affects me most - the disabled!!! A total rethink of trans

"I use the car once a week to travel to Glasgow, now that we are allowed to again, and one of the great pleasures was to drive home down Braid Avenue to where I live in Blackford and take in the magnificent view of Edinburgh. Now the same road has been va

"In Queensferry it is an accident waiting to happen and there have been several near misses. It is the most stupid idea the council have come up with and most people ignore the signs!"

"It's a shambles !!!!"

"Make areas safe"

"Total waste of money."

"Motorists are paying so much in road tax to use the roads, but this council are removing our rights to do so in Edinburgh."

"I completely agree with this petition and feel it should not go ahead . Daily I see the dangers of it to a whole cross section of the community."

"Ridiculous for elderly infirm blind disabled and the list goes on. Also"

"This is a total waste of money that should go to better organisations such as school and cleansing but snp run council preferred to waste our money."

"The space devoted to cyclists and pedestrians is underutilised. It is also dangerous. Post Covid, the loss of road space will see Edinburgh grind to a halt."

"The current proposals have not been discussed with residents and the impact of all concerned. We all want a safer space for all but the way the council is running this rollout is alienating all road users"

"As a person who works in the city this is a shameful scheme impacting on so many and benefiting no one."

"What is happening to our roads is a safety disaster for cyclists and motorists and pedestrians"

"A lot of the changes are dangerous and what's this utter waste of TAXPAYERS MONEY re wooden planters near schools they won't last 2 mins in some areas."

"The changes are a disgrace. A ruination of a beautiful city and bloody dangerous"

"Fatal accident is waiting to happen. Biggest stupidest waste of money. Obviously the people who thought this was a good idea have no clue or they don't drive."

"As everyone returns to work this will just create unnecessary traffic jams and increased pollution!"

"The council needs to seriously look at the carnage being caused by the new traffic restrictions put in place"

"I'm not stupid"

"While driving along an Edinburgh road, I heard a siren and realised there was no way I could move to allow the emergency vehicle to pass due to the spaces for people bollards, extremely dangerous especially in both rush hour traffic and roads being worked"

"These temporary measures do not work and need to be removed and a sensible permanent solution implemented"

"The expensive mess is making us the laughing stock of everywhere else! It's an absolute farce. The people responsible for this stupid and DANGEROUS error should be sacked and never again allowed anywhere near a responsible job. How must it be going to"

"I'm a delivery driver"

"Dangerous and causing traffic issues"

"Edinburgh is congested enough without making roads narrower and slowing everything down. The cycle way barriers are an eye sore too. This once beautiful city just being made an absolute mess"

"I'm signing because it's going to cause someone's life too dangerous who ever thought of it should be sacked maybe they were pissed at the time they thought of this idea"

"It is not fair to the old people having to walk that far to a bus and to me these are accidents waiting to happen! Cyclist pays nothing to the Road and one of them nearly knocked my 86 yr old mother over by cycling really fast on the pavement!"

"It needs work..."

"It's dangerous and unnecessary"

"The number of pedestrians falling over the extremely dangerous grey 'bollard holders' is unbelievable. The pedestrians, cyclists and motorists all universally hate the confusing and ill thought out changes. Please take them away. Please also look at the"

"These barriers are a nuisance"

"There was little if any consultation with the public about the introduction of cycleways and even walk way on the road for pedestrians when there is a very wide pavement. It appears dangerous to all!"

"We need to make safer access for all but some of these measures put too many people at risk and are dangerous."

"I believe this makes roads more dangerous and stops elderly people from getting out easily from their driveways."

"Dangerous in many places and unsightly everywhere."

"Spaces for people should be safe places, not downright dangerous ones!!"

"As if there was a fire they need easy access and so do the ambulance service, waste of time and money"

"It's a safety hazard"

"The bollards are a hazard and dangerous for cyclists. The cycle lanes have numerous potholes, bottles, broken glass etc, which to avoid means cycle out of the bollarded cycle lane, at risk of clipping the grey bollard base, and at an angle directly into

"These badly thought out plans are causing chaos all over the city. The government are telling us not to use public transport because of covid but the council don't want us to use our cars. I know we're all supposed to cycle or walk everywhere but I'm sor

"This is very important to the people of Edinburgh. The waste of money by the council putting up many temporary spaces for people. Reducing parking spaces etc we are against more of our civil liberties being eroded by the council."

"The measures I've personally experienced as a pedestrian, cyclist and driver are not well designed and do not balance the needs of the community. Some are unsafe and most are unsightly too."

"I am a cyclist and appreciate the cycle lanes. However the road surfaces are making them very dangerous indeed. I keep having to avoid pot holes. This makes cycling all but impossible for anyone not totally confident on their bike. I also object as minis

"Of the impact to local business, access for the disabled, decrease of parking in an already over crowded area (Stockbridge) and increased congestion through stockbridge as Delivery vehicles have no where to stop."

"The Council lurch from one extreme to another, let's plan for residents car use and local businesses as well as cyclists and pedestrians (many of us use cars as well as cycle and walk!)"

"These road closures are totally ridiculous and designed to do nothing other than antagonise the residents of Edinburgh. They need to encourage people to come in to Edinburgh town centre after covid 19 not try to destroy the high street further. How dare

"They have totally ruined our beautiful city and caused nothing but congestion"

"dangerous for emergency vehicles bus drivers remove them now."

"Roads are outrageous and dangerous now in Edinburgh, some roads cars are forced onto cycle paths, madness!"

"Learning to drive and it's cause alot of issues. Not only for learner Is but for all drivers. Emergency vehicles also"

"They are dangerous and cause pollution"

"So it may help the ignorant minds to cease this very mean scheme which fills up pockets of certain people. 30m wasted , utter disgrace. shame on clowncil and susFtrans or their followers"

"I think that this whole scheme (along with the 20MPH nonsense) has been poorly thought-out and poorly implemented right from the start. We're having stuff forced upon us by local councils that we never voted for (or even had the choice of voting on) and

"The road restrictions are dangerous for motorists who are paying for the roads yet are being prevented from using them safely. Pedestrians and cyclists do not pay Road Tax."

"I'm sick of seeing accident or near misses"

"I think that these changes are dangerous and also not helpful for local businesses who have had a hard enough time"

"I deliver on a moped, and used to be able to make good time, all the space for filtering safely has been removed. Emergency vehicles have to park far away from the emergency. The traffic is the worst I've seen outside of August in Edin. Sack those respo

"The roads ain't Edinburgh are at breaking point and this is making it even worse"

"I think these measures are dangerous."

"I believe the changes are making the roads more dangerous."

"It's a farce ! Waste of money.pot holes everywhere"

"I'm sick of the mess and the councils waste of all this money on something no one not even the cyclists want"

"safety is paramount for ALL"

"I am signing because amongst all the things against the car drivers this has reduced the overall lanes in the city causing congestion. It has prevented emergency services from passing through traffic as there is nowhere to pull out of the way.Also I have

"I am disgusted at these changes. No matter what time of day there is now unacceptable levels of congestion when trying to do the most simple of journeys in and out of Morningside, Bruntsfield and Fairmilehead. I totally despair at this amateurish scheme.

"This increase traffic congestion and pollution and restricts access to shops making people shop on line rather than locallyAlso few people over 40 are going to get on a bike and cycle to do any shopping and most certainly for larger items and"

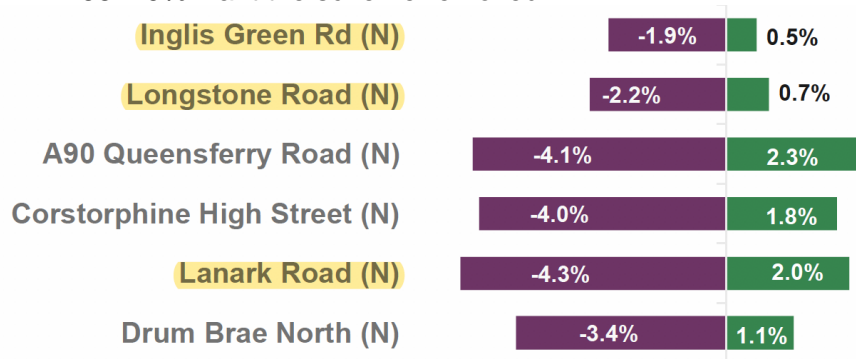
"I fell over one of the bollards in Stockbridge. If I had fallen into the traffic, rather than away from the traffic I might not have been here to sign this petition."

Appendix 7. Data Evidencing No Majority Public Support for Spaces for People Measures on Lanark, Longstone and Inglis Green Roads

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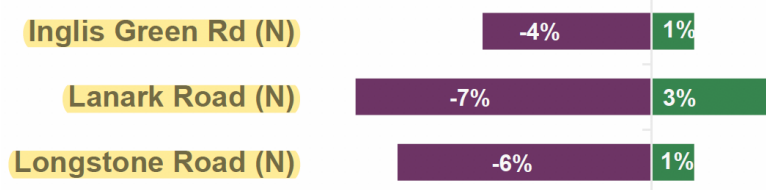
Public Consultation (residents)

- 68–79% want the scheme removed



Public Consultation (businesses)

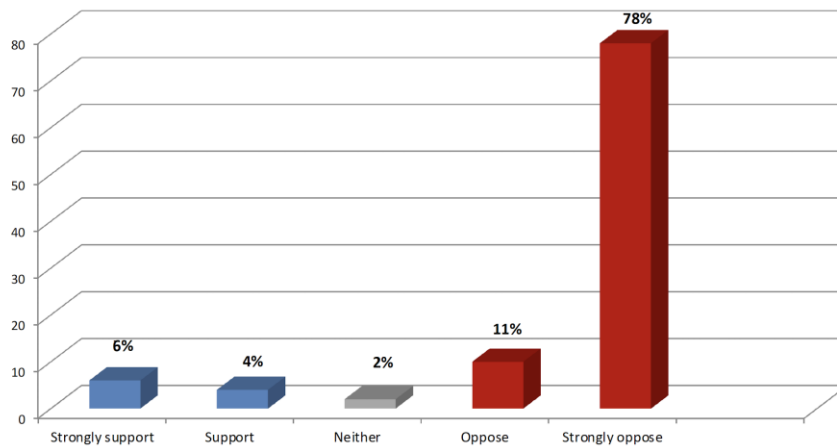
- 70–86% want the scheme removed



Professionally conducted market research commissioned by SWEM in Dec 2020

- Survey of those who live, work and travel to the area by a company registered with the Market Research Society
- Promoted through community councils, local businesses, social media and door-to-door
- Fieldwork conducted from 14 December to 30 December, 2020
- Total response of 1,011
- Data checked and validated using IP addresses

Support for City of Edinburgh Council Proposals



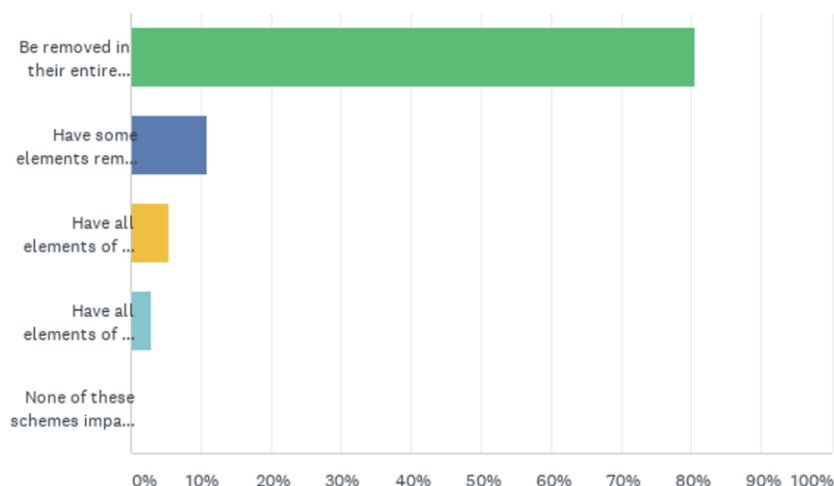
Local survey conducted by SWEM from 24 May 2021 until 7 June 2021

Publicised on social media (Facebook, Nextdoor.co.uk), by inviting Longstone Community Council to disseminate, and by local leafleting.

- 80% of respondents want the schemes removed entirely:

Q14: Looking to the future, do you think that the schemes on Lanark, Longstone, Inglis Green and Slateford Roads should:

Answered: 447 Skipped: 0



Powered by SurveyMonkey

- Some support for measures like double-yellow lines near junctions and the 30mph speed limit on Lanark Road:

Q15: Please select which elements of any schemes you would like to become permanent: (please tick one or more options from each row)

Answered: 447 Skipped: 0

	LANARK ROAD	LONGSTONE / INGLIS GREEN ROAD	SLATEFORD ROAD	NONE	TOTAL RESPONDENTS
Segregated cycle lanes (bollards and rubber lane defenders)	9.84% 44	8.05% 36	7.16% 32	88.81% 397	447
Floating parking spaces	6.71% 30	5.82% 26	5.37% 24	92.84% 415	447
Reduction in speed limit	43.18% 193	31.77% 142	28.41% 127	49.22% 220	447
Double yellow lines near junctions	51.01% 228	49.22% 220	46.31% 207	44.52% 199	447
Double yellow lines away from junctions	12.75% 57	12.08% 54	11.63% 52	84.79% 379	447
White hatching to narrow junctions	14.77% 66	12.75% 57	12.53% 56	83.89% 375	447
Bus lanes (currently only Lanark Road)	33.11% 148	8.50% 38	13.42% 60	64.43% 288	447

Powered by SurveyMonkey

Strong majority support for council interventions to maintain roads and off-road paths:

Q17: Are there any features NOT currently included in the Spaces for People schemes that you consider are needed to encourage walking and cycling?

Q18: If you answered "Yes" above, please rate the priority of the following options: _____

Answered: 301 Skipped: 146

	LOW PRIORITY	MEDIUM PRIORITY	HIGH PRIORITY	TOTAL
Speed indicator signs that display speed as cars drive past	37.89% 108	42.46% 121	19.65% 56	285
Off-road paths maintenance and improvement (e.g. Water of Leith, Union Canal)	12.03% 35	20.27% 59	67.70% 197	291
Wider traffic islands with dropped kerbs on pavements opposite traffic islands	34.49% 99	35.54% 102	29.97% 86	287
More traffic wardens to enforce sensible parking based on pre-Covid parking arrangements	54.06% 153	30.74% 87	15.19% 43	283
Light-assisted pedestrian crossing(s) on Lanark Road	25.95% 75	39.10% 113	34.95% 101	289
Cycle lanes with no bollards, that go around parked cars (rather than up the inside of parked cars)	40.91% 117	30.42% 87	28.67% 82	286
Road and pavement pothole repairs and maintenance	5.76% 17	4.41% 13	89.83% 265	295
Functioning speed cameras	31.34% 89	41.90% 119	26.76% 76	284
More traffic islands in the areas	43.45% 126	36.21% 105	20.34% 59	290

Powered by  SurveyMonkey

Appendix 8. Photographic Evidence of Accidents on Lanark Road

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17 February 2021 Female cyclist attended by an ambulance on Lanark Road. Cyclist came off due to a pothole (eye witness report). No other vehicles involved.



29 May 2021 Car was in collision with a van parked in the floating parking.



12 June 2021 Cyclist in collision with a pre-school child on downhill section of Lanark Road opposite Dovecot Park (eye witness report).



Witness statement (14 June 2021)

Hi

As we discussed over the weekend, on Saturday (12 June 2021) I witnessed a horrific accident on the Lanark Road involving a cyclist and a toddler which, in my opinion, arose as a direct result of the recent changes to the road layout.

My daughter and I drove to Dovecot park for a football training session that was due to begin at 12 noon. We travelled down the Lanark Road in the direction of the city centre and parked in the floating spaces that are on that side of the road. While we were waiting (in the car) a cyclist (travelling in the direction of town) collided with a toddler who had just stepped out from in front her parent's car. At that location, the cycle lane passes between the pavement and the parked cars leaving the cyclist, who thankfully was not going at an excessive speed on this downhill section, nowhere to manoeuvre round the girl. He also couldn't have seen her any earlier as his line of sight is obscured by the other parked cars.

Midway through crossing the cycle lane, the young girl's mother shouted to her when she saw the cyclist, but the child froze not knowing whether to keep going to the pavement or return to her mother. All of this happened in the space of a couple of seconds but the chill I feel thinking about watching such a small child bundled under the wheels of the bicycle is something that will live with me (and no doubt the others that witnessed it) for a long time. Both the child and the cyclist suffered significant injuries but thankfully neither required hospitalisation. I suspect this is mostly due to the cyclist's quick reactions and attempts to slow the bike down, but earlier this year a collision resulted in death of the pedestrian (<https://www.bbc.co.uk/news/uk-england-london-56320121>). It chills me to think that this was very nearly the outcome on Saturday. In the aftermath of the incident the families dog ran out across the road and was not retrieved. Whilst not connected to the immediate incident it's easy to imagine how the situation could have escalated.

Upon reflection I don't think there was a great deal either party did wrong, as a cyclist and a parent, I could see the incident from both sides. However, it would be a dereliction of duty for Edinburgh City Council to say this collision was just a freak accident because the potential outcomes of these events are too

catastrophic to be simply brushed under the carpet. I'm sure this wasn't the first time this has happened, but as we return to more active lives these sorts of incident will happen more frequently. Perhaps next time the unfortunate parties involved won't be so lucky?

We **must** reflect on these incidents and consider on what action can be taken to avoid them happening again in the future. A primary factor in the collision was the cyclists inability to take evasive action and this was purely as a result of the recent changes made to the road. The inherent problem with this design is that the cyclist has no way to avoid a collision, trapped between the cars and pavement there is no escape route left or right.

A fundamental principle of any city council is surely to ensure the safety and well-being of its citizens. To allow these bicycle channels to remain in place for a single day longer is in complete contravention of that, it is to place the implementation of this flawed design ahead of all else and to disregard the people of Edinburgh. I await to see which path is chosen.

Yours sincerely

Name provided to *Keep Edinburgh Moving* and available upon reasonable request.

Further details: *This eye witness was sitting in a car directly in front of the collision. The child suffered bruising and grazing. The cyclist was sufficiently injured to have to return home, and suffered serious cuts to his face and leg. Local residents on Lanark Road provided dressings for the cyclist.*

The day before this accident, a local resident who had reported a near miss at exactly the same spot had received this response from the Spaces for People team:

Parking Access – Near Miss _____

Thank you for bringing this incident to my attention. We are aware of concerns regarding conflict between people accessing and egressing parking and cyclists at the parking bays on the downhill side of the road. We will consider whether any changes can be made at these locations to reduce conflict as part of the scheme's ongoing review.

It is not a case of 'whether can changes *can* be made' it is a case where changes 'must' be made.

We note that an FOI request revealed the council officer replying to this resident had briefed the Lanark Road scheme on a whim, which subsequently was designed by Sustrans in London in a timescale of only two weeks, along with Longstone and Slateford. This rushed approach to complex road design has created a negative legacy for the community for the last five months, and the response from the officer above illustrates the lack of urgency when responding to issues like this in spite of repeated press comment from the council that schemes will be changed where there are issues. In this case 'tweaks' simply cannot fix it. The entire design is flawed.

Appendix 9. Results from the Change.Org Petition, "Oppose the Council's plans for Lanark and Longstone/Inglis Green Roads"

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- 1,515 signatures (12 June 2021)

Comments (104):

"As a resident object to plans"

"Another stupid idea from the council, I bet none of them live in the area."

"It's totally useless and un needed in these streets.. There is no footfall"

"This is shocking !! Whoever thought of this idea needs their head looked at.. take it they don't live in the area.. when my daughter gets knocked down getting off a bus when she comes home from school.. i will sue the council... i just pray she doesn't get killed with the speed the bikes come down the Lanark road !!!"

"I'm signing because other than a reduction to 30mph there is absolutely no need for these measures. Whilst the road is too fast it is certainly never that busy. There's ample room for cars & bikes at present. Pavements are already wide enough for social distancing. Just why would anyone think spending tax payers cash on this would be a good move is beyond me!!"

"I truly feel this would make this more dangerous for drivers and pedestrians. I also feel the walk way is sufficient and enough space for people to pass safely. The roads have parked cars on them and by taking this away will make roads off the main road much more dangerous as these roads haven't enough parking spaces for those who live in the area."

"It restricts parking on Lanark Road with a knock in effect with side streets becoming even more congested. Traffic lights on Lanark Road / Kingsknowe Road South would be an excellent safety feature for traffic turning right into Lanark Road. They would also and reduce traffic speed"

"Lanark Road needs a reduced speed limit (30mph) and a pedestrian crossing to make it safe. The proposed changes do nothing to make it safer, but in fact more confusing and dangerous for all users. The fact that it can be done quickly and on the cheap with some plastic does not make it the best option. Spend some money, consult local users/witnesses and make it safe."

"I'm signing because the Lanark Road works well as a dual road - had heard NOTHING about this - but it has to be stopped!!"

"Ridiculous idea"

"Don't agree with the changes."

"I'm signing this petition because it would cause more problems than it would solve"

"It is an illogical plan that is doomed to fail, and it appears dangerous for pedestrians."

"Enough is enough the people of Edinburgh are tired of thos Council doing whatever they want even when their plans are Ckearly not what the residents want again the council pay NO attention to the voices of their city.GET A GRIP EDINURGH COUNCIL LISTEN TO YOUR CITIZENS THATS YOUR JOB"

"These alteration have not taken In the volume of traffic and width of the roads for these alterations. Having buses stop beside a cycle lane is an accident waiting to happen. Someone will step of the pavement when the bus arrives and a cyclist will come through the middle."

"It's ridiculous"

"Ridiculous, I'll thought out plan."

"We can't take anymore buildings sort the infrastructure first"

"We do not need these changes to the Lanark road. Many people are working from home due to the pandemic and should be able to park outside their homes or at least close by. The Lanark road also has lots of local businesses, who rely on their customer's to use on road parking. If this was to go ahead, it would have a huge economic impact on such businesses In an already difficult time. There is a cycle path at the water of leith and the canal, so there is no need to introduce these new measure to the Lanark road, when frankly no one wants them. : I think you need to consider the community's views and look at the bigger picture, before this goes ahead ."

"A completely impracticable idea. This road is busy enough already and this plan will lead to even more congestion and pollution."

"This will cause greater disruption"

"I think the council have to take another look at the set up"

"The obstructions created by these measures will not help anyone. They will increase congestion and frustration for drivers."

"It defies logic, people are being forced into their cars v public transport, particularly for shopping and those key workers who must travel for work. This is not the answer. It feels it will benefit a very small percent."

"Not needed. Plenty of good cycle routes in the area, will cause a traffic nightmare with increased pollution"

"I'm sick to death of having my daily commute interrupted by roadworks. At pbe point last year. I was caught in Road works and could see the effect of the last set of lights on my rear view mirror. ENOUGH."

"This would be a nightmare and people would park is streets off the lanark road, where residents are struggling to get parked in there own street at present."

"It's such a ridiculous idea, I can't believe it's even being considered."

"This is a ridiculous idea and will hold up public transport which i use , it is also a time where money could be better spent"

"This is a great idea let's take one of the few free flowing roads in the city and reduce it to one lane creating more congestion and pollution with stationary vehicles at the same time we can increase the risk off accidents by reduceing the width of the road, since this road is currently dual carragway allowing free flowing traffic to take local residence to amenities such as shops and work with relative easy and safety for all concerned we should make it narrower reducing the efficency of public transport making it more congested more dangerous and less convinient for local residents influencing them to travel on narrower and more densely populated routes used by children to go to and from school full of speed bumps and traffic calming measures causing further pollution in these areas and increasing the risk off accidents here as well big thumds up to the council for putting the needs of the few before the needs off the many"

"I do not believe these changes benefit the residents in any way and will lead to more congestion rather than solve a perceived problem."

"There is no requirement for this. Any cyclists wanting away from the main road can use the Water of Leith and Canal towpath."

"Edinburgh Council take no consideration for residents of the area."

"This is a very poorly thought out and unnecessary plan."

"It doesn't make sense council ☐"

"It will bring harm upon the existing use of the Lanark Road, disruption to traffic flow during construction, we don't want change! We will consider taking the council to court over this massive change to our roads and amenities if needed. You clearly don't know how users who live in the area want it to be kept. The cycle route is along the water of leith and the canal. Not the road!!

You've done the same over in East Craig's. People are very angry about the move. Turn back your decision and stop causing people more stress in their lives. This is not needed right now."

"What is needed is an alternative route to Lanark Road to ease congestion and allow alternative routes travelling east to west and west to east at peak commuting times, when congestion occurs. You can rarely travel more than 30 miles per hour along Lanark Road due to congestion."

"I have no issues with speed reduction. But actually need a crossing! Don't think there is need for making a single carriageway!"

"I agree that the plans will cause the problems as described"

"How can this be called 'Spaces for People' when it doesn't consult the people affected? It doesn't even make them aware of the proposal! If it's not 'Covid safe' to put notices in lampposts and put letters through doors to those who aren't constantly on the council website, how is it Covid safe to actually do the work on the roads? The last thing residents need as we head into more lockdown is new and unnecessary parking restrictions outside their own homes - especially elderly, disabled and those facing financial crisis or Long Covid."

"I live in Juniper Green on Lanark road and I totally agree with everything in this proposal"

"What is wrong with the Council? Allowing planning for thousand of houses that will use this road and they want to introduce measures to slow it up further. Maybe introduce a bus service as frequent as the 26 or 22 on the 44 route. Cycling is not an option for the masses."

"Abuse of powers from the council throughout the city with regards traffic implementation."

"A supposedly temporary measure costing £165k which will cause chaos not just on this road but the many rat runs that it creates"

"Yet another hair brained traffic management scheme from the Clowns at Waverley Court. Perhaps the speed limit should be reduced and a pedestrian crossing put in. However reducing this road to single carriageway is just plain stupid."

"Another lunatic idea from the City of Edinburgh council. Stop, consult then agree a sensible way forward!"

"Absolute joke. The council do not listen to the people who vote them in. This is an accident waiting to happen."

"In my opinion, the new markings will create a potentially dangerous situation for all road users: pedestrians, cyclists, disabled road users who will have to park "in the middle of the road." This as well as effectively narrowing the road, creating tailbacks and the need for dangerous manoeuvres in busy traffic. I support the 30mph speed limit; long overdue."

Name redacted.

"Lanark road works fine as it is, any change to it will reduce traffic flow and increase congestion. It is a main route into the city centre with numerous homes. The current lay out allows parking, delivery and buses to use it without impacting the free flow of daily traffic"

"I don't want to see a reduction in the availability of parking close to Gillespie Crossroads. I attend the nursery there and don't want to have to cross Lanark Road with two small children on a regular basis."

"The dual carriageway on Lanark Road works well. It keeps traffic flowing, allows for safe overtaking up the hill, allows for people to park outside their houses and for deliveries to be made safely. There is room for cyclists, and plenty of room on the pavement for pedestrians to pass each other safely. Don't fix what isn't broken. Reducing this to a single carriageway will cause many issues for residents and push parking of cars into the side streets where residents need to park their own cars. This is an unnecessary waste of resources. Think again please."

"This will also cause severe congestion on side streets if there is a major event on at kingsknowe golf club."

"There is already plenty of space for people walking it already has lovely wide pavements which I walk on nearly every day with my dog and plenty of room for cyclists with having two lanes, if it's not broken don't fix it, surely there is something else at this time of uncertainty that the money could be spent on !!"

Name redacted.

Name redacted.

"Lanark Rd can't cope with the traffic at the moment, I feel this plan will only make things worse, there will be nowhere for parking."

"How many changes do we need leave things alone"

Name redacted.

Name redacted.

"Not happy with this proposal at all. The last thing we need is this confusion and additional congestion on Lanark road, especially in the morning. The cons far outweigh the benefits for us residents as far as I can see."

"These proposed measures are bad for local residents, bad for congestion and will make the roads less safe. They are also unnecessary as the current set up generally works fine"

"The council are certifiably mad. They've got no money, they can't maintain the roads and pavements that we already have but they are spending a fortune on these stupid ugly road alterations, OUTRAGEOUS!"

"I never understand why so many Councils do not liaise and consult with the people directly involved and affected by their decisions! Power just goes to their heads I suppose....please stop and think, consult and liaise, with your constituents and businesses involved, when making plans...especially when they often don't live in the affected areas and don't know the full picture!"

"It's a badly thought out plan"

"As a cyclist I don't want to stop every time someone gets on the bus as per the proposal of the new cycle lanes, I'm happy to safely overtake the bus when passengers are getting on as I currently do. I also feel this will increase congestion on the roads in this area and have a negative affect on the local community and shops."

"Another ill-conceived crazy council plan, look at the mess they've made of morningside & comiston roads to see what will happen here"

"Lanark road works well just now. I am old enough to remember when trams stopped in the middle of the road and you took your life in your hands as you rushed to the pavement. So how will a person with reduced mobility or in a wheelchair get to the pavement before a bike, with no speedometer, flies down the road!?"

"As a cyclist and car user I dispare at the lack of consultation or even a well thought out argument on why CEC feel this Draconian measure is needed. Just say NO"

"This will impact on my ability to play golf at Kingsknowe golf club when car park is full."

"I disagree with the recommendation"

"I presume whomever devised the plan is unfamiliar with the area. Cyclist have the canal path and Water of Leith at their disposal. This would stop children in particular using the playing fields at a time when they are prohibited from exercising indoors."

"Changing the speed limit will not reduce the issue and Lanark road has two speed cameras."

"I don't believe these proposals will help the local area. It will create more congestion and disruption"

"This is a total waste of money which could be spend in much better ways ie road repairs !"

"Unnecessary! Inconvenient for households, emergency services, delivery drivers... the list is endless. Plus it's an eyesore."

"The cycle lane is unnecessary . It'll be unhelpful for disabled residents."

"I use the nursery on the Road and the changes will make stp off and pick up very unsafe!"

"Typical stupidity of the council. Waste of time and money on something totally unnecessary. As usual, complete overkill. Please someone start a petition to sack the council!"

"This is completely unnecessary and will lead to accidents."

"There is no evidence that this is needed - there are already cycle paths on the water of Leith and along the canal, and there are very few pedestrians that walk along Lanark road on Kingsknowe other than to get into their houses after parking their car outside their house - something that this daft and no doubt expensive proposal would stop. Has whoever thought this up even visited Lanark Road? The main traffic on this stretch is cars, buses and lorries/delivery vehicles, not people and bikes. All this proposal would do is create dangers and traffic jams where there currently aren't any."

"It's crazy!"

"It's dangerous and a waste of our money . They have already made a massive danger zone of Comiston Road . How much of our money are they going to keep wasting? It could be put to much better use , ie, HEALTH CARE"

"Just why"

"This plans is nuts- why change something that doesn't need changing"

"There are 2 alternative options to cycle avoiding Lanark Road. Speed limit restrictions are more than adequate"

"The new restrictions have not been thought-out and will lead to serious congestion"

Name redacted.

"The new restrictions will heavily affect the parking in Riccarton Mains Road. We are currently seeing a high volume of traffic throughout the day."

"Ensuring residents have access to their homes and services is crucial, plans in place will only disadvantage residents. Surely its about making the best decisions not the worst. Do it properly, consult and take peoples needs into consideration."

"this is ludicrous. I'm a cyclist and I've seen what they've done on Morningside Road and it's LESS safe than without measures. Complete and utter waste of time, money and effort"

"This is not wanted and will impact many."

"Reduce speed limit , and leave it the way its is.. change for change sake is complete waste of tax payers money and not what the people in the areA want or support"

"This affects family members jobs."

Name redacted.

"There are already cycle paths that simply need upgraded and would make the already slim roads safer id cyclist actually used the cycle paths in situ."

"Brexiters used rail about faceless bureaucrats in Brussels . The Edinburgh ones do much more damage. If the is serious about providing places for people ie pedestrians and bikes they should spend all their efforts on making pavements safe to walk on and providing road surfaces that are safe to cycle on. Once that is cracked other improvements can be looked at. In meantime the 4 lane Lanark Road provides a flexible and valuable park and ride facility."

"This council is destroying our city. Leith walk is a disgrace a total waste of money Too much consideration to cycling . Instead of improving the roads for the paying motorists. This is not Amsterdam ."

"These changes are not necessary. A reduction in the speed limit To 30 might make some drivers Reduce their speed to 40"

"It is not required. The water of Leith and canal path can be cycled on."

"I believe that this part of Edinburgh already serves cyclists well (The Dell and the canal). The pavements were wide enough pre-covid on Longstone and Lanark Road. Longstone. Parking spots currently used by workers in the area will just be forced off the main road and into already crowded streets. My biggest concern is that these 'temporary' measures will not be removed"

"The bike is a mode of transportation used by the minority"

"An absolute disgrace. Ill thought out and completely lacking in any consultation with the local residents and businesses. Around 93% opposition, yet the council are going ahead regardless. We vote these people in to represent our views, not to lord over us and ignore our opinions. This is about a small minority of cyclists and has nothing to do with 'spaces for people' I will not be voting for any of the pro parties on this issue at the next elections, even if it means voting for a party I have never voted for before. I suggest we all do the same."

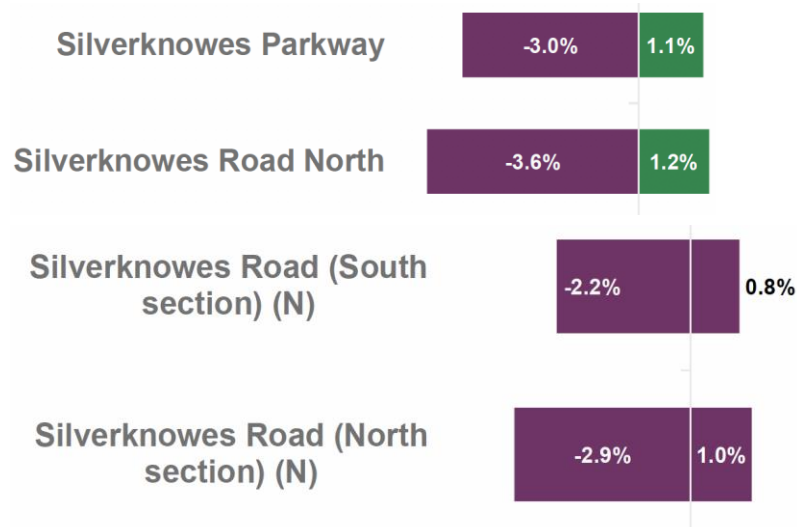
"The plans do not make it safer for cyclists. They make it more dangerous for drivers and cause congestion. Also cause great inconvenience and pollution for residents."

Appendix 10. Data Evidencing No Majority Public Support for Spaces for People Measures in Silverknowes

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Public Consultation (residents)

- 73–75% want the schemes removed



Market Research commissioned by Cllr Kevin Lang in May 2021

- Responses from almost 700 local people over these last two weeks.
- Overwhelming opposition to three schemes as detailed below.

Silverknowes road and cycle lane changes - the survey results

1. Silverknowes Road North - What is your view on the current closure of the road down to the promenade to private vehicles, with access only for buses and cyclists?

- Strongly opposed - 72%
- Slightly opposed - 8%
- Neutral - 3%
- Slightly in favour - 5%
- Strongly in favour - 12%

TOTAL OPPOSED - 80%
TOTAL IN FAVOUR - 17%

2. Silverknowes 'quiet cycle route' - what is your view on the 'quiet cycle route' through Silverknowes, which involved new cycle lanes on Silverknowes Road and Road East, as well as changes affecting Silverknowes Court and Place?

- Strongly opposed - 83%
- Slightly opposed - 5%
- Neutral - 2%
- Slightly in favour - 4%

- Strongly in favour - 6%

TOTAL OPPOSED - 88%
TOTAL IN FAVOUR - 10%

3. Silverknowes Parkway - what is your view on the introduction of the cycle lanes on Silverknowes Parkway?

- Strongly opposed - 62%
- Slightly opposed - 8%
- Neutral - 11%
- Slightly in favour - 7%
- Strongly in favour - 12%

TOTAL OPPOSED - 70%
TOTAL IN FAVOUR - 19%

Appendix 11. East Craigs independent market research survey

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Taylor McKenzie (TMcK) undertook quantitative research with residents of the East Craigs area to assess:

- Opinion on traffic & travel, to help define which problems exist in the area
- Opinion on a range of potential solutions proposed by the City of Edinburgh Council as part of the LTN
- Opinion to a number of other proposed solutions to improve the area for residents

The research was commissioned by Get Edinburgh Moving (GEM), a community body that was created in opposition to the original LTN proposals.

Taylor McKenzie took a mixed data collection approach to this research. A paper survey was developed and mail dropped to all households within the East Craigs area. The postal copy of the survey included a web address and QR code to allow residents to complete the survey online if they preferred to do so.

A freepost return envelope was provided so that the survey could be easily returned by those who wished to complete the survey by post. To ensure that only households within the area could complete the survey, a unique 6 digit code was added to each postal survey. Data which did not include a valid

The survey is important as a highly representative view of the residents of west Edinburgh in relation to Spaces for People interventions / potential interventions, and traffic / transport priorities of Edinburgh residents.

Also, specifically it addresses the Drum Brae North segregated cycleway. From a base of 1,562 households responding, only 15% support the DBN cycle lane, while more than 5 times as many households (76%) oppose its retention. This survey is very significantly more representative of local residents than either the Council's consultation, or its market research survey, and the result – a conclusive rejection of the scheme – could not be clearer, and should be respected.

Some selected findings of the survey are below - the detailed survey results are available [here](#).

Reaction to potential solutions

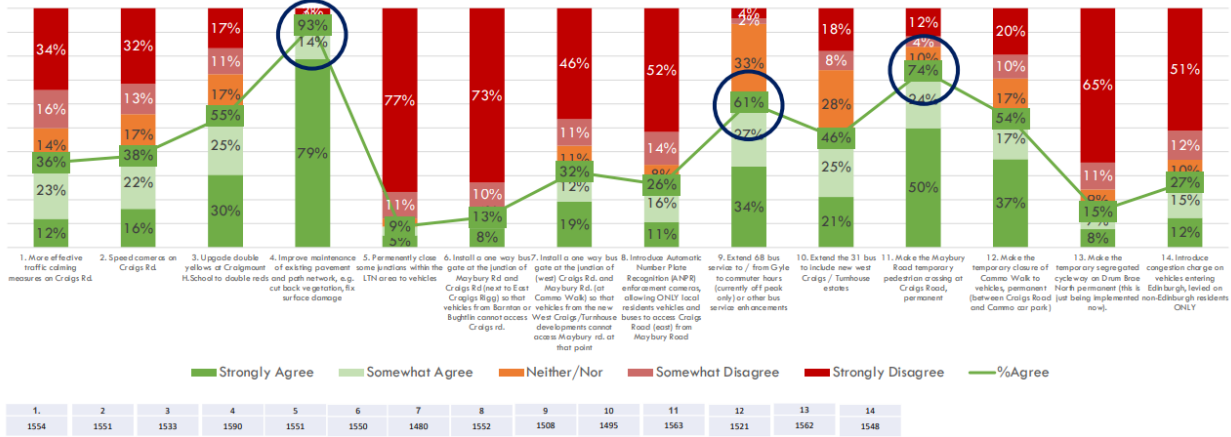
Measures with most support:

- ✓ 'Improving maintenance of pavements & paths' (93%)
- ✓ Making Maybury temporary crossing permanent (74%)
- ✓ 'Extending the 68 bus service' (61%)

Measures with least support:

- X 'Permanently closing some junctions' (9%)
- X 'Installing a 1 way bus gate at the junction of Maybury Rd. and Craigs Rd' (13%)
- X 'Make the temporary cycle way at Drum Brae North permanent' (15%)

Agreement with potential measures

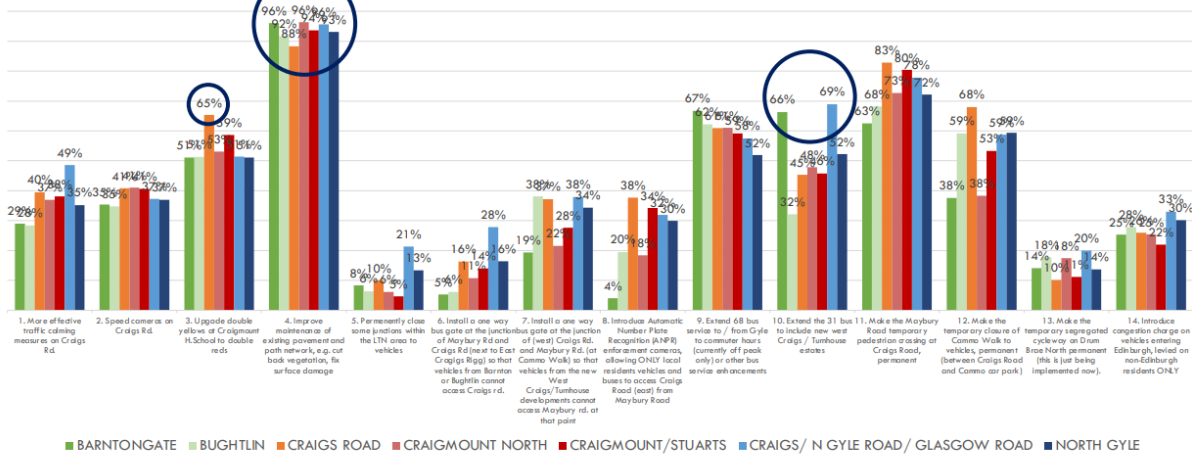


Reaction to potential solutions split by location

There are some variations in appeal based on household location...

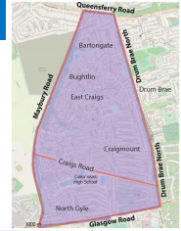
- ✓ Those on Craigs rd. are more likely to agree with 'upgrading double yellows to double reds'.
- ✓ Those in Barntongate and Craigs/N Gyle/Glasgow rd. are significantly more likely to agree with an 'extension to the 31 bus route'.
- ✓ 'Improve maintenance on paths and pavements' remains the most agreed with measure across all locations

Agreement with some potential measures by Location



* Base Numbers on Slide 23

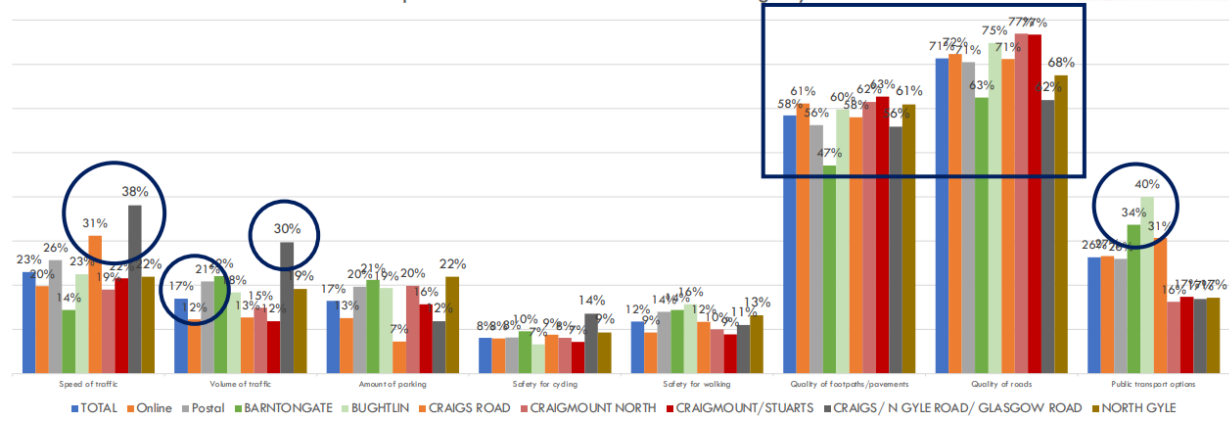
Main problems with traffic/travel: Inside East Craigs Area (purple on map) – split by location



Overall, 'Quality of roads' and 'Quality of footpaths/paths' were the main issues across locations...

- ✓ Those in Craigs Rd. and Craigs/ N Gyle Rd./ Glasgow Rd. were most likely to raise 'Speed of Traffic' as a problem.
- ✓ Craigs/ N Gyle Rd./ Glasgow Rd. households were also more likely to state that 'Volume of traffic' was a problem.
- ✓ 'Public transport options' were seen as more of a problem by those in Barntongate, Bughtlin & Craigs Rd.

Main problems with traffic inside East Craigs by Location



Total	Online	Postal (SEM Inpuffed)	BARNTONGATE	BUGHTLIN	CRAIGS ROAD	CRAIGMOUNT NORTH	CRAIGMOUNT/STUARTS	CRAIGS/ N GYLE ROAD/ GLASGOW ROAD	NORTH GYLE
1621	733	888	104	408	205	221	236	118	151

Deputation - Juniper Green & Baberton Mains Community Council – Item 7.1 - Potential Retention of Spaces for People Measures – Report by the Executive Director of Place

Juniper Green and Baberton Mains Community Council supports efforts to increase active travel but remains concerned by the practical implementation of some of the Spaces for People (“SfP”) measures, specifically those on Lanark Road.

We remain concerned by the treatment of public feedback that is critical of the scheme or elements of it. For example, in section 4.11, a public petition is labelled as “a petition against safety measures”. Whether you agree with the petition or not it was clearly intended to improve safety.

Such a strong response by residents in the public consultation should be celebrated rather than undermined by directly comparing it to separate market research. 17,600 respondents is an incredible level of engagement and offers an insight into feelings that might never be revealed on other Council schemes or strategies. There may be practical challenges in considering the 30,000 comments but this insight should inform the Council on the population's concerns and how best to address them, either through its communications, educational content or amendments to specific schemes.

There appears to be a contradiction between the large numbers looking to remove all of the SfP implementations, whilst there being broad support for themes within SfP, for example improving safety around schools. Perhaps this is caused by feelings of frustration in the general population that whilst they accept the need in principle to address climate challenges and support active travel, they strongly believe that the specific solutions delivered could be greatly improved upon and are desperate to be listened to.

If we consider Lanark Road specifically, from the outset there has been concern about the protected cycle lanes and how they interact with children or mobility impaired people entering or exiting cars and buses, the loss of on-street parking near nurseries and public parks and the way that cars now have to zig zag counter to the natural flow of the road. However, there is broad support for the reduction in the speed limit. If there was a willingness to respond to and actively monitor accidents and near misses, there would be less desperation from residents to remove everything and recognition that some elements have been positive. We therefore welcome the consideration detailed in 4.101 for the suitability of specific approaches where there is a steep incline causing higher speed cyclists than would otherwise be expected, assuming this will be applied to the relevant stretches of the Lanark Road.

We remain concerned by the use of or lack of data around the scheme:

- - There still appears to be no specific success criteria (specific, measurable, achievable, relevant, time-bound) instead continued use of generic improvements. For example, in Appendix 1, the measures on Lanark Road are included in the “travelling safely” section, but there is no data to show if the changes have improved safety in terms of accidents or near misses, particularly when anecdotally there have been more incidents.
- - It seems inappropriate to demonstrate changes in behaviour based on a single week in April (Data on service uptake/access, p7, Section 4 Integrated Impact Assessment), when months’ worth of data is now available and would give a more representative and comparative sample against any data collected before the measures were installed.
- - In table 4 in section 4.29.2 it states that the consultation had 1,760 responses from cyclists (10% x 17,600), whereas the market research had just 17 (3% x 583). It could reasonably be argued that cyclists are one of the groups most affected by the changes but the views of just 17 cyclists are taken as being representative of a group which has such a diverse demographic.

If there was an opportunity for us and other stakeholders to talk through issues and concerns with Council Officers and collaborate to develop the solutions going forward it would be a huge step forward.

We are all desperate to create a better environment for future generations and discussions on how transport can help us best deliver that would be infinitely more productive if we were able to move away from the “them and us” environment which has sadly emerged round these measures.

Aonghas McIntosh
Chair, Juniper Green & Baberton Mains Community Council

Deputation for
CEC Transport and
Environment Committee
17 June 2021

3.1 Whitehouse Loan residents deputation for
Agenda item 7.1 Potential Retention of SfP Measures

Paper 7.1 says that SpF closure measures on Whitehouse Loan should be retained – and throughout the summer

(relevant closures re Quiet Connection and Gillespies decided on slides 32 and 37 – note almost all other closures to be removed over the summer)

The real truth is that ALL three CEC surveys said that all measures on Whitehouse Loan should be REMOVED not retained (see data).

We have spoken – please listen to us and reverse this decision today

Public Consultation outcomes

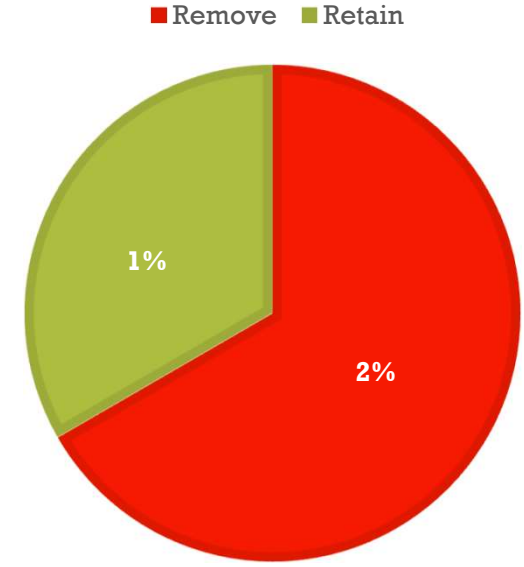
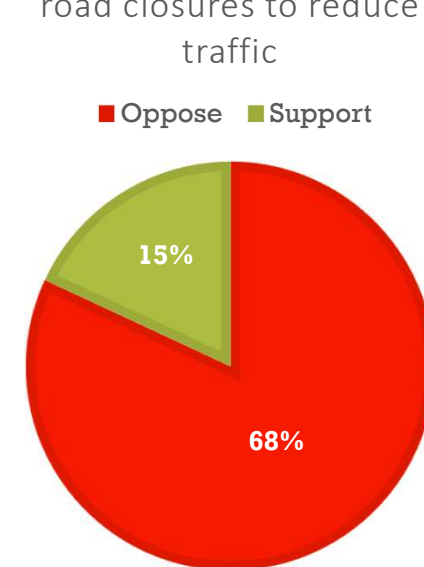
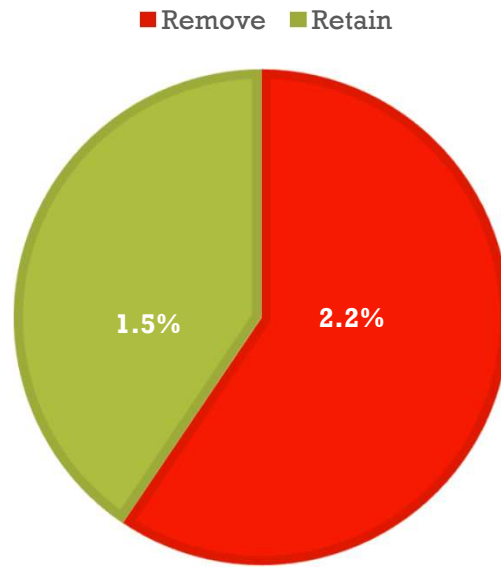
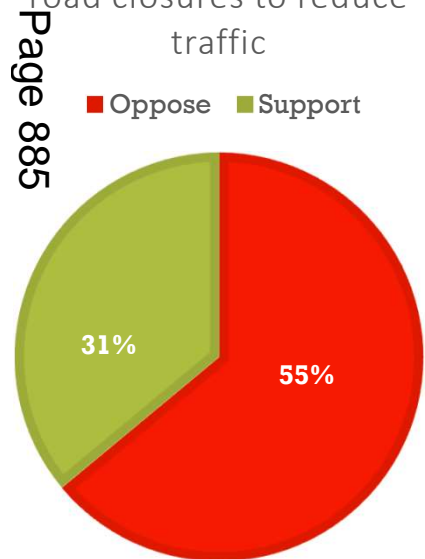
Business Consultation outcomes

Q. How much do you support or oppose retaining the following type of measure?
 New “quiet connections” for day to day cycling with road closures to reduce traffic

Q. Please select streets with SfP changes in place that you would like to see retained/removed following pandemic Whitehouse Loan

Q. How much do you support or oppose retaining the following type of measure?
 New “quiet connections” for day to day cycling with road closures to reduce traffic

Q. Please select streets with SfP changes in place that you would like to see retained/removed following pandemic Whitehouse Loan



Slide 9 of 30

Slide 13 of 30

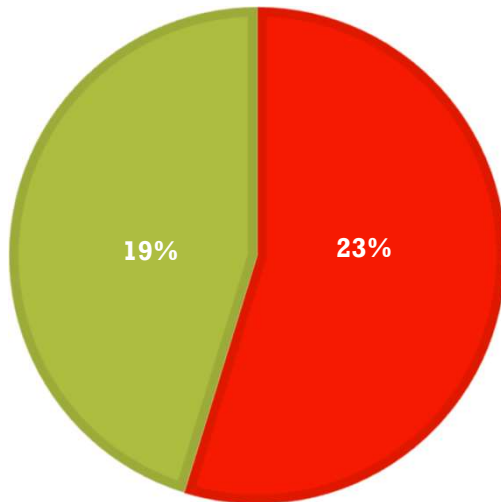
Slide 21 of 30

Slide 25 of 30

Views on retaining/removing measures, based on those familiar/most familiar with each measure

Q. Please select schools with SfP changes in place that you would like to see retained/removed following pandemic James Gillespies

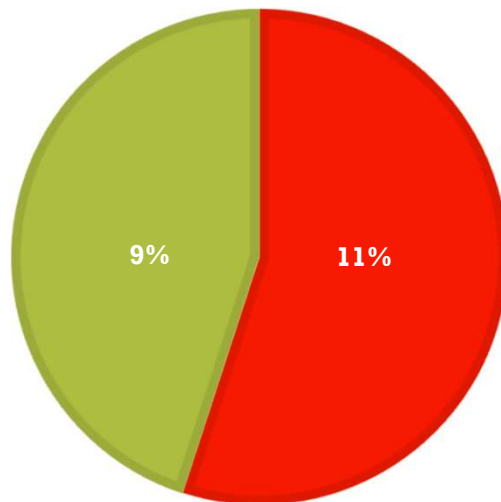
Remove Retain



Slide 27 of 65

Q. Please select streets with SfP changes in place that you would like to see retained/removed following pandemic Whitehouse Loan

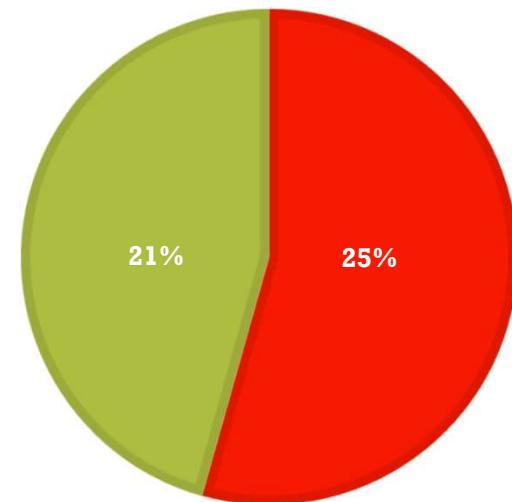
Remove Retain



Slide 38 and 61 of 65

Q. Please select streets with SfP changes in place that you would like to see retained/removed following pandemic Whitehouse Loan

Remove Retain



Slide 39 and 62 of 65

15 June 2021

Dear Transport and Environment Committee

Car Free Holyrood Park is a group of local residents campaigning for a safer, greener Holyrood Park and an end to motorised through-traffic on private park roads. We submit the following deputation in relation to Agenda Item 7.4 LEZ Preferred Scheme for discussion at 17 June Transport and Environment Committee meeting.

We recognise that the eastern diversion route uses Holyrood Rd/Holyrood Gait and a short section of Queen's Drive in order to access Horse Wynd. This section of the park roads has been treated differently by park managers and in legislation as it is the only road link between Canongate and Holyrood Rd. We are not opposed to this limited use of Holyrood Park's road network. However, we do have concerns about the modelling with respect to Queen's Drive between Commonwealth Pool and Holyrood Gait which we have outlined below.

Key issues for Holyrood Park and LEZ Preferred Scheme:

We have concerns about the modelling contained in 7.4 LEZ Preferred Scheme papers. We have two key issues:

1. Traffic Flow Modelling in Holyrood Park

While not explicitly explained, the projected traffic modelling anticipates diverted traffic will travel along Queen's Drive from Horse Wynd to Commonwealth Pool, not along the intended diversion along Holyrood Gait/Holyrood Rd.

Appendix 5, page 18, *Revised Fleet Composition, Transport Modelling Report*, describes the diversion as follows: "Non-compliant traffic wishing to travel through the city centre is required to use a diversion route including London Road, Abbeyhill, Horse Wynd (Holyrood Palace) and Queen's Drive." Appendix 5, page 1, also notes that: "Queen's Drive is not an acceptable diversion as it is closed to general traffic on a Sunday (and at all times for some vehicles)".

Traffic modelling in Figures 4.7-4.12 feature traffic flow on Queen's Drive by Dumbiedykes, and therefore we assume they pertain to the 'unofficial' diversion through the park to Commonwealth Pool, not Holyrood Gait/Holyrood Rd.

Figure 4.8: East End Total Traffic Flow Change Relative to 2023 Base – AM 2023 Original LEZ + ECCT

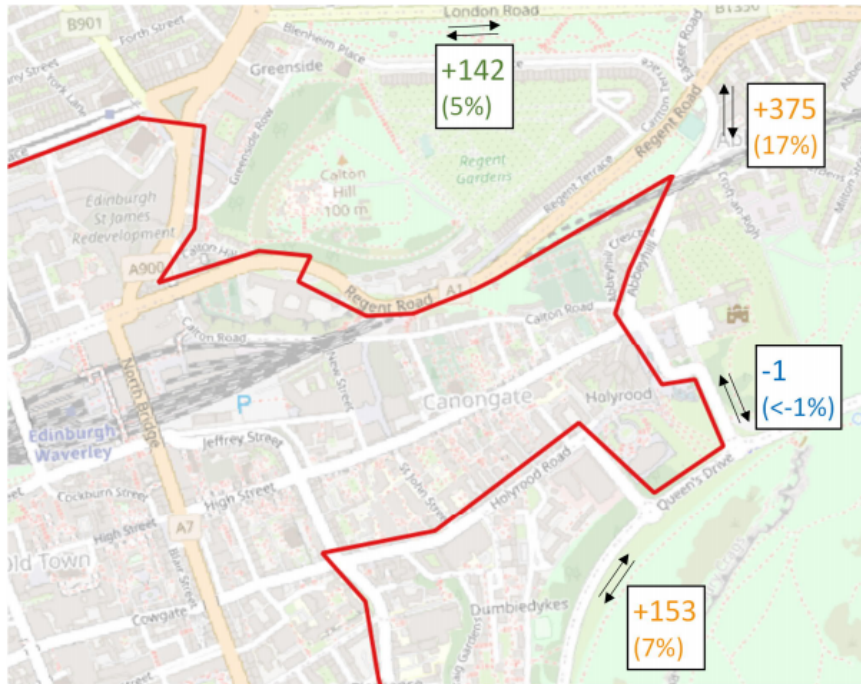


Figure 4.8 in Committee papers showing 7% increase in traffic on Queen’s Drive within the park’s private road network.

In Appendix 5, traffic modelling in Holyrood Park (Preferred LEZ boundary + ECCT) shows that traffic volumes will immediately rise during AM, Inter Peak and PM, and increase in both AM and PM peaks over the next few years. Therefore traffic will increase and then continue to increase over time rather than use the intended diversion, yet there is no stated mitigation strategy in the committee papers of this negative impact on a historic site, SSSI, and beloved greenspace. This increase in traffic in Holyrood Park will also negatively impact park users’ experience and active travel journeys in the park.

Table 1: Traffic Modelling in Holyrood Park (Queen’s Drive) - Preferred LEZ Boundary + ECCT

	2019	2023
AM	+3%	+7%
IP (Inter Peak)	+10%	+3%
PM	+4%	+5%

2. Fleet Analysis

Fleet modelling by Jacobs projects that non-compliant LEZ traffic -- the most polluting vehicles -- will not use the intended diversion through St Leonards/Pleasance/Holyrood Rd, but will instead

travel through Holyrood Park’s Queen’s Drive from Commonwealth Pool to Holyrood Gait, see Figure 4.18 below.

LGVs, largely used for commercial purposes, make up a significant portion of the estimated non-compliant LEZ traffic (see paragraph 4.57):

- 16,000 cars (diesel) (22% of diesel cars forecasted to be non-compliant in 2023)
- ~3610 LGV (18%)
- ~120 HGV (8.4%)

Commercial traffic, including Light Goods Vehicles and Heavy Goods Vehicles used for commercial purposes, are not permitted to use Holyrood Park’s private road network. The Holyrood Park Regulations 1971 prohibit driving or using any vehicle designed to seat more than seven passengers (in addition to the driver), or constructed or adapted for the purpose of any trade or business or as a dwelling, effectively prohibiting commercial vehicles.

However, this is consistently ignored according to HES’s traffic surveys and from resident observation. Historic Scotland (the park managers at the time) commissioned a traffic survey in 2006 which showed commercial vehicles comprised approximately 5% of traffic at weekends and 9% on weekdays ([ISIS Holyrood Park Traffic Survey 2006](#)). Ranger correspondence from 2019 also confirmed that “volume of traffic increases year on year.” Despite some enforcement efforts and a campaign by Historic Scotland in 2011, commercial vehicles continue to use the park with regularity and minimal enforcement.

The modelling shows the vast majority of non-compliant LEZ traffic will use Queen’s Drive from Commonwealth Pool to Holyrood Gait, unlawfully in the case of LGVs and commercial traffic, rather than the intended diversion along Holyrood Rd/Horse Wynd. The committee papers however do not include mitigation measures to encourage use, particularly by commercial vehicles, of the intended diversion or for the negative impact of non-compliant LEZ traffic on park users and active travel journeys in the park

Figure 4.18: AM (07:00-09:00) Original LEZ + ECCT – 2016 traffic volumes and 2019 fleet composition



In Appendix 5, Figure 4.18 shows the Preferred LEZ boundary fleet composition at morning peak with ECCT in place, the red lines showing where LEZ non-compliant traffic will travel. Figures 4.17-4.28 all show Queen's Drive (Commonwealth Pool to Holyrood Gait) taking the LEZ non-compliant traffic rather than the intended diversion through St Leonards/Holyrood Rd.

Suggested Actions:

We suggest the Committee and Council take the following actions to mitigate negative impacts on Holyrood Park due to the preferred LEZ boundary:

- **If available, more detailed modelling for Holyrood Park's private road network should be published. If not already available, new modelling should be completed of the impact of the preferred LEZ boundary on fleet traffic and traffic volumes for the scenario in which motorised through-traffic is not permitted on Holyrood Park's private road network (with the exception of the Holyrood Road/Holyrood Gait/Horse Wynd route, as previously described).** The Council's future transport policies, including the LEZ, should be viable without relying on a private road network, and modelling should be completed accordingly in order to inform this decision on the preferred LEZ boundary.
- The Committee should **consider expanding the LEZ boundary to include Holyrood Park** to protect this vital greenspace from traffic volume increases of the most-polluting vehicles, including from non-compliant commercial vehicles that are not allowed inside the LEZ nor on Holyrood Park's private road network.
- Regardless of changes to the LEZ boundary, but especially within this context, the Council and HES should work together to **close Holyrood Park to motorised through-traffic**. This will protect against traffic increases in a vital greenspace, encourage behavioural modal shift changes, and end an inequitable and undesirable status quo.

Many thanks

Alice Murdo
Mitchell Fraser
Thomas Hawtin
Chris Young
Andrew White
Vicki White
Stewart Nichol

Sean Allan
Oscar MacLean
Martin Gemmell
Aaron McFaul
Barney Dellar
Wojtek Krakowiak
Neil Birch

Tracy Peet
Hazel Darwin Clements
Sarah Gowanlock
Diarmid Mogg
Nicholas Oddy

On behalf of Car Free Holyrood Park

Deputation to Transport and Environment Committee meeting to be held on 17 June 2021 regarding item 7.4

“Low Emission Zone – Preferred Scheme for Consultation”

The New Town and Broughton Community Council welcomes the Council’s plans to move forward with introducing a Low Emission Zone (LEZ) in Edinburgh but we are concerned that the current proposals are not sufficiently ambitious and will have serious detrimental impact for some residents. We are also disappointed that information on the proposed scheme was released less than a week before the committee meeting making it difficult to provide any comprehensive response to a report running to 239 pages (with eight detailed appendices) on such an important topic for our community.

The boundaries of the proposed LEZ will not include parts of the New Town and Broughton Community Council area that are largely residential in nature. The report states non-compliant vehicles will increasingly use the roads immediately outside the LEZ resulting in increased pollution on these routes. The SEPA forecast attached to the report shows an increase in atmospheric pollution on Queen Street, London Street and Abbeyhill; all areas on the edge of the currently proposed LEZ. We note that the Council has included an objective to “minimise the impact from traffic displacement across network, related to LEZ scheme”. No detail is provided on the mitigating actions that will be taken or how achievement of this objective will be measured. It is important that this information is available for the planned consultation to reassure residents living near the LEZ.

We note that there no longer appears to be any plan to introduce a City-wide LEZ as previously proposed at some later date. The differences therefore between areas inside and outside the currently proposed city centre LEZ will be permanent. Is this correct and if so justified? As we have noted in the past the proposed boundaries of the LEZ do not include any of the City’s current ‘town centres’ or areas like Broughton Street which would be expected to be part of the Council’s plans to encourage 20 minute neighbourhoods. Many of these areas already have higher levels of pollution as shown by the Council’s existing monitoring. The introduction of the currently proposed LEZ will increase levels of pollution in some of these areas.

The current plans appear to be focussed on reducing NOx levels within a small part of the City to meet current legislative limits. In our view that does not go far enough. Other emissions need to be both more closely monitored and reduced; in particular the levels of

particulates. We would like to see the Council setting more ambitious and wide ranging targets for improving air quality and reducing pollution. As well as ensuring that non-compliant vehicles are not used in the LEZ, there needs to be a greater effort to reduce pollution elsewhere. As an example, we note that there is no mention of encouraging the use of electric vehicles in the report. We would have expected to see a commitment to accelerate the roll out of electric vehicle charging points. While we understand the reasons for seeking a reduction in private car usage this should not be to the exclusion of encouraging people to switch to more environmentally friendly vehicles. The wider availability of EV charging points would encourage this change of use, which would be positive for both the environment and economy.

We recognise that the current plans are intended to simplify the arrangements for introducing the LEZ and in general we support this approach to include all vehicles within the LEZ following a single grace period. We are however concerned about two groups of people that we believe should be exempt from the rules or at least have a longer grace period. These are people who live outside the LEZ and only make very occasional visits to the city centre (e.g. medical appointments) and people who as part of their work are required to visit the city centre on a regular basis (e.g. carers). For these groups the proposed arrangements that are intended to encourage disposal of non-compliant vehicles are not going to provide adequate financial support for the costs that they will incur in replacing perfectly serviceable vehicles for ones that will comply with the new rules. We therefore propose that there should be a system in place that allows people for specific reasons to obtain a limited dispensation from the new requirements similar to that we understand is already in place for disabled drivers.

We welcome the plans to have a further period of public consultation before the final decision on the LEZ is taken. It is important that this consultation is accompanied by a comprehensive programme of communication and engagement with the communities most affected by these new regulations such that they fully understand what is being proposed.

NTBCC would also request that it is allowed to participate fully in the development of the detail supporting the introduction of the LEZ and of the Council's efforts to reduce overall levels of pollution.

15 June 2021

Dear Councillors,

On the June 17th agenda of TEC meeting is item 7.7 A71 Dalmahoy Junction Improvements. The report put before your consideration is asking for approval to do exactly the opposite of resident's requests for over 30 years, against what residents were promised, and against the recommendation of the 2016 TEC.

The intersection is well known as a dangerous place. The entrance to The Dalmahoy Hotel is not aligned with the Dalmahoy Rd where they join the A71, there is a slight curve west of the Dalmahoy Rd that contributes to visibility issues when exiting Dalmahoy Rd, and there is a building on the SW corner that blocks visibility when exiting The Dalmahoy Hotel entrance. Combine those sight issues with a section of the A71 where passing is allowed, and the fact most are doing 50+mph before suddenly coming to a 40mph and it adds up to an accident looking for a place to happen.

The main issue at the junction is visibility not speed. The A71 could still be a 50mph zone if signals and a realignment were installed.

The plan that was shown to residents had signals, a pedestrian crossing, safe bus stops, dedicated turning and through lanes, drainage fixed and was to be a 40 or 50mph zone.

What is presented in the 7.7 report is a costing measure, as admitted. While residents understand that cost-cutting is done, they also agree that this is one of those times when it can-not be done. To prioritise cost over safety, at a known dangerous junction without reconsidering the difference of opinion, would not be right considering the data used to justify this report was gathered when interim measures were in place, and during a year of pandemic restrictions.

It is very difficult for anyone to write a report or plans up that can 100% reflect an issue as it is. Descriptions can come very close but there is always that one place that can-not be represented truly. This is one of those times, until you see what you can't see, you'll never see it.

Please reconsider, pay us a visit in Dalmahoy, see for yourself and then vote, please.

Ben Bright

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Amendment by the Coalition

Transport and Environment Committee

17 June 2021

Item 7.1 Potential retention of Spaces for People measures

Committee:

Accepts recommendations 1.1.1-1.1.6

Adds

1.1.7 - Welcomes the high level of public engagement through the consultation and recognises the complexity of competing needs expressed around road space allocation, particularly in ensuring accessibility.

1.1.8 - Notes that officer recommendations are based on:

- Public consultation
- Market Research
- Stakeholder surveys
- Assessment against previously agreed criteria
- Assessment in light of existing transport policy and direction

1.1.9 - To better reflect the consultation responses of residents and businesses, in particular where feedback has been fairly definitive in the views of respondents, Committee agrees to:

- Remove the scheme at Lanark Road, as one of this scheme's main purposes was to relieve lockdown pressure on the water of Leith paths. However requests officers retain the speed limit at 30mph which has improved safety for all residents and consider any actions to minimise conflict for all Water of Leith path-users at this section and to improve winter travelling conditions in this location.
- Ask officers to further engage with the local residents and community representatives ahead of an ETRO to further address resident parking pressure along the Longstone Corridor.
- Bring a report to the September Transport and Environment Committee on options for modifications to Silverknowes Road South, including possible removal of the scheme.
- Bring a report to the August Transport and Environment Committee on options for Comiston Road, to improve public transport connectivity and reduce impacts on local residents.
- Bring a report to the August Transport and Environment Committee on options for modifications to Drum Brae North based on the concerns expressed through the public engagement.

- Bring a report to the September Transport and Environment Committee on options for retaining Forrest Road and George IV Bridge, based on the support identified in the consultation, until the permanent scheme can be implemented- including options to accelerate the delivery of those schemes.
- Bring a report to the August Transport and Environment Committee on Braid Road, with options for the reopening of the road in both directions, including analysis of impacts on traffic levels, resident connectivity and vulnerable road users walking, wheeling and cycling.
- Improve signage at West Harbour Road/West Shore Road to more clearly inform motorists of the closure and increase disabled parking bays at the closed point to improve disabled access.

1.1.10 - Agree the remaining recommendations for schemes as set out in the report however also agrees to:

- Continue to work with Living Streets, local businesses and the access panel to explore long term replacements for the Shopping Streets schemes being removed to give adequate safe space for pedestrians.
- Continue to make any changes required to improve safety and accessibility for residents and disabled people for all other schemes progressing to an ETRO through those statutory processes.'
- Recognise the importance of engagement in communities as schemes go through the ETRO, particularly in protecting vulnerable road users.

Moved by Councillor L Macinnes

Seconded by Councillor K Doran

Amendment by the Conservative Group

Transport and Environment

17th June 2021

Item 7.1 - Potential retention of Spaces for People Measures

Delete recommendations and replace with:

1.1 Transport and Environment Committee:

- 1.1.1 Notes it is the intention that the measures introduced under the existing Spaces for People Programme, under Temporary Traffic Regulation Orders (TTROs) be retained while public health advice continues to advocate maintaining physical distancing measures;
- 1.1.2 Requests that detail of the ongoing liaison with Transport Scotland on the duration of these measures be reported back to Committee each cycle to validate the need for the retention of the Spaces for People measures;
- 1.1.3 Notes the update in Appendix 1 on the existing schemes;
- 1.1.4 Notes the concerns raised by the deputations drawing our attention to the flaws in both the city-wide consultation and the City of Edinburgh Council commissioned market research;
- 1.1.5 Agrees that the outcome of the city-wide consultation, which contains the clearly stated views of Edinburgh residents and businesses with over 17,600 responses, (and NOT the market research), form the basis of the decision making on the retention or removal of the current Spaces for People Schemes as was agreed at Committee in January 2021 as noted in the Annex to this motion below;
- 1.1.6 Note that to date any work to minimise the impact on people with limited mobility and other disabilities, including sensory impairments, has fallen short of what is required, and has led to incidences of isolation, loneliness and mental health issues;
- 1.1.7 Refer this report to the City of Edinburgh Council meeting on 24th June 2021 for approval of the revised recommendations as per 1.1.5 and for commencement of the statutory processes and the localised development of the necessary school schemes that gained public support;
- 1.1.8 Considers that any individual measures that officers seek to adapt or partly implement that were previously Spaces for People schemes should be brought forward through a full Traffic Regulation Order process (as opposed to further experimentation) with an assessment of impact on the overall transport network and a full equalities impact assessment.

Annex A – Extract from the Minutes of the Meeting of the Transport and Environment Committee of January 2021

“To note the intention to review the current measures to determine if it would be beneficial to retain or adapt them to support the Council’s wider strategic objectives. The arrangements for doing so were set out in paragraphs 4.30 – 4.33 and in Appendix 3 of the report and it was intended to update Committee on this in April 2021.

Potential Scheme Retention

4.30 There are strong strategic reasons to continue or adapt existing schemes to align with the aims and objectives of the Council’s Local Transport Strategy, draft City Mobility Plan, the Active Travel Action Plan 2016, and the Edinburgh City Centre Transformation programme to protect vulnerable road users, provide opportunities for active travel and/or improve safety on the street environment.

4.31 It is therefore proposed to assess the existing SfP measures to determine whether it is appropriate to retain or adapt measures beyond the period of the pandemic using separate legal powers.

4.32 Assessment considerations have been developed to determine if it would be appropriate to retain existing SfP projects, or elements of them. In most cases retention would initially be for a limited period on an experimental basis aligned with the economic recovery, in order to monitor how the city’s transport network is used and to ensure that there is protection for active travel modes. This is likely to mean Page 110the use of Experimental TRO (ETRO) powers as opposed to continuation of using TTRO powers. Draft considerations are set out in Appendix 3.

4.33 In parallel with the assessment of projects discussed above, it is proposed to carry out a consultation exercise to seek views on the retention or adaptation of appropriate measures. Following the consultation and assessment, it is intended to bring an update on this to Committee in April 2021.”

Moved by: Councillor Susan Webber
Seconded by: Councillor Stephanie Smith

Amendment by the Green Group

Transport and Environment Committee

17 June 2021

Item 7.1 - Potential retention of Spaces for People measures

Inserts additional recommendation:

- Edinburgh has an opportunity after the pandemic to lead a green recovery, as is being seen in capitals across Europe. The measures introduced by Spaces for People are one element of our opportunity, giving Edinburgh a chance to re-think the way public spaces are allocated and utilised, experimenting with change, and working collaboratively and inclusively with all members of society to improve our city while responding to the climate crisis. Taking Spaces for People measures as a starting point, embracing the feedback and engagement from our residents and stakeholders, and using this moment as a chance to innovate and recover from the pandemic, will make Edinburgh a stronger, more prosperous, and greener capital city.

Accepts recommendations 1.1.1 - 1.1.3

Amends recommendation 1.1.4 as follows:

In response to officer recommendations on schemes by category (report paragraphs 4.75-4.113):

- Retains **schools** measures during the summer in locations where schools will be the venue for activities for children and young people; identifies solutions in collaboration with Sciennes Primary School to use Sciennes Road as per the specific issues raised by the deputation
- Regarding **city centre**, in dialogue with relevant authorities, identifies ways to bridge between the SFP measures and the final Meadows-George Street scheme to avoid removal of measures on George IV Bridge and Forrest Road
- Retains **shopping streets** and **protected cycle lanes** and commits to co-production of improvements and changes that mitigate the issues raised, prioritising accessibility and improvements benefiting disabled people
- Retains **leisure and quiet connections** including Links Gardens and two-way closure of Braid Road by taking additional measures and actions to mitigate displacement
- Retains measures that are recently implemented and scheduled for assessment, to enable complete consideration of the benefits or disbenefits

Accepts recommendations 1.1.5 - 1.1.6

Inserts additional recommendations:

- Thanks organisations representing disabled people for engaging with the council, notes the issues raised, calls for officers to implement the feedback, including but not limited to Guide Dogs Scotland *Covid-19 street design guidance* and RNIB *Coronavirus Courtesy Code* with a special emphasis on the routine use of tactile paving and fully accessible consultations
- Notes the previous decision to provide more pedestrian priority at signalled crossings and removal of pavement clutter, and undertakes to implement both at pace
- Agrees that dedicated spaces for walking, wheeling and cycling are a priority for surface improvements; agrees regular clearing to keep free of leaves, grit and snow/ice; and for sustained enforcement to ensure vehicles are not encroaching on dedicated space

Moved by: Councillor Claire Miller

Seconded by: Councillor Gavin Corbett

Amendment by the Liberal Democrat Group

Transport & Environment Committee

17 June 2021

Item 7.1 - Potential Retention of Spaces for People Measures

Delete 1.1.5 and 1.1.6 and insert;

1.1.5 agrees to refer this report and the proposed recommendations to the 24 June meeting of the Council for decision.

Moved by Cllr Kevin Lang

Seconded by

Amendment by the Conservative Group

Transport and Environment Committee

17th June 2021

Item 7.2 - East Craigs Proposed Low Traffic Neighbourhood

Committee agrees to:

Delete the words “at this time” at the end of recommendation 1.1.2

Add at the end of 1.1.4 -

“Further notes that, once again, reporting on these matters has been subsumed within a report that is titled East Craigs which limits transparency and fails to alert the public and consultation bodies such as Community Councils to its existence. Therefore, agrees that any future reports on these proposals should be a stand-alone report for each area”.

Moved by: Councillor Iain Whyte
Seconded by: Councillor Stephanie Smith

Amendment by the Green Group

Transport and Environment Committee

17 June 2021

Item 7.3 - Petition for Consideration: Pedestrianise Elm Row

As per the option set out in paragraph 4.5 of the report, once the Tram construction works are completed, calls on officers to work with local businesses and residents in the area to investigate options to pedestrianise Elm Row at least one day per week, and to provide committee and ward members with updates/briefings as appropriate

Moved by: Councillor Claire Miller

Seconded by: Councillor Gavin Corbett

Amendment by the Conservative Group

Transport and Environment Committee

17th June 2021

Item – 7.4 Low Emission Zone – Preferred Scheme for Consultation

Replace recommendations with:

1.1 Committee:

- 1.1.1 Notes the potential conflict between the Scottish Government insistence on mandating Low Emission Zones in the four major Scottish Cities whilst also requiring an evidence led approach when other changes may quickly make the scheme redundant in evidence terms – these including but not limited to dramatic reductions in traffic in the zone as proposed by the current Council Administration, continuing air quality improvements in the City, the ever cleaner nature of modern vehicles with internal combustion engines and the expected wholesale introduction of electric vehicles;
- 1.1.2 Notes with concern the Scottish Government’s decision to implement a penalty charge regime that is dramatically more punitive than elsewhere in the UK with the result that the scheme will not raise any funds to cover operating costs and will have an ongoing revenue deficit of £400k per annum;
- 1.1.3 Therefore agrees to request that, should the scheme be imposed, additional funding support is provided by the Scottish Government to cover this cost for so long as the scheme is operational given the decision making has been by the Scottish Government;
- 1.1.4 Notes with concern that the scheme would limit access to important “park and walk” sites providing off street car parking for visitors to City Centre businesses such as at the Omni Centre, the new St James Centre and Castle Terrace along with limiting access to the designated drop off area for Waverley Station, used by many with mobility difficulties, and agrees that an alternative option be developed to allow access to these sites.
- 1.1.5 Nevertheless agrees to approve the “Preferred” Low Emission Zone Scheme for consultation over the Summer in order that the views of the Edinburgh public can be sought and that this is undertaken in line with the Council’s approved and updated public consultation policy.

Moved by: Councillor Iain Whyte
Seconded by: Councillor Stephanie Smith

Amendment by the Green Group

Transport and Environment Committee

17 June 2021

Item 7.4 - Low Emission Zone – Preferred Scheme for Consultation

Replaces recommendations 1.1.1 and 1.1.2 as follows:

- Thanks officers and partner organisations for the extensive and detailed analysis enabling Edinburgh to create a Low Emission Zone so that everyone benefits from clean air in our city
- Voices the strong commitment of this council to improving health outcomes for all, particularly noting the current serious mortality impacts of air pollution
- Welcomes the objective of greenhouse gas emission reduction which is now built into the LEZ programme and the alignment this has with our climate strategy
- Notes that there are areas of poor air quality in central Edinburgh which fall outside the city centre LEZ boundary options presented in the report, and instructs officers to model a larger central LEZ boundary which includes these known areas of low air quality, using an evidence-based approach as required by the National Low Emission Framework
- Approves the Low Emission Zone (LEZ) scheme option 3 for consultation over the summer, with adjustment to the city centre boundary as described

Accepts report recommendations 1.1.3 - 1.1.6

Inserts additional recommendation as follows:

- Agrees to work in partnership with Police Scotland to ensure enforcement of vehicle restrictions in Holyrood Park; to publish detailed modelling of the impact of LEZ on the private roads within Holyrood Park; and to engage again with Historic Environment Scotland to take forward the community request for the park roads to be closed to through traffic

Moved by: Councillor Claire Miller

Seconded by: Councillor Gavin Corbett

Amendment by the Liberal Democrat Group

Transport & Environment Committee

17 June 2021

Item 7.4 - Low Emission Zone Proposed Scheme for Implementation

Committee,

1. notes the findings of the Council's 2019 Low Emission Zone (LEZ) consultation in which:

- 78% of respondents supported the proposed city-wide LEZ applying to buses and coaches, with 81% support for the city-wide LEZ applying to HGVs, LGVs and vans.
- 54% of respondents supported the proposed city centre LEZ boundary compared to 62% support for the city-wide LEZ boundary.

2. notes that the proposals contained in the report for a city centre only LEZ represent a substantially scaled back proposal compared to that set out in 2019, a change which risks leaving too many residents across the city exposed to unacceptably low levels of air quality.

3. recognises that, whilst general improvements in air quality are expected, a city-wide LEZ covering goods vehicles, coaches and buses could accelerate that change.

4. recognises that, without a city-wide LEZ zone, there remains a significant risk that some communities close to but outwith the city centre zone will see increased levels of pollution as non-compliant vehicles seek to avoid the restricted area.

5. therefore agrees that officers should revise their proposals and return to committee within one cycle with a more ambitious scheme, which includes a city-wide LEZ for goods vehicles, coaches and buses.

Moved by Cllr Kevin Lang

Seconded by

Amendment by the Conservative Group

Transport and Environment Committee

17th June 2021

Item – 7.7 A71 Dalmahoy Junction Improvements

Deletes 1.1.2 to 1.1.5 and replaces with:

1.1.2 Regrets that decades of delays on improvements to the junction have led inevitably to significantly increased costs.

1.1.3 Notes that large housing developments at Calderwood further west of this junction have now added significantly more traffic to the already congested A71 and this will increase further as new housing development continues apace in West Lothian.

1.1.4 Acknowledges that while there has been some reduction in personal injury collisions since a 40mph speed limit was introduced the council does not collect data on non-injury accidents and therefore cannot retrieve a complete picture of the number of collisions that occur at this junction.

1.1.5 Notes the limitations of the road junction layout proposed in the officer recommendations, which would not.

(i). Help vehicles turning right onto the A71 from Dalmahoy Road, nor does it help vehicles turning right on the north side adjacent to businesses, church and residents who live and work in this locality as there is still a blind spot.

(ii). Allow vehicular traffic to pass safely when buses are alighting passengers on either side of the road and has the potential to lead to increased vehicle collisions/injuries/fatalities.

1.1.6 Recognises that safety should be the paramount consideration in taking this decision and therefore agree that plans for a fully signalised junction with the required funding model (as was proposed in the Conservative Group Budget Motion for 2021/22) should be brought back to this Committee for approval in one cycle.

Moved by: Councillor Graeme Bruce

Seconded by: Councillor Iain Whyte

Amendment by the Conservative Group

Transport and Environment Committee

17th June 2021

Item 7.8 - City Centre West to East Cycle Link and Street Improvements Project

Agrees

1.1.1, 1.1.2 and 1.1.4

Replaces 1.1.3 with:

Notes that the value engineering has removed the changes to Melville Crescent and submissions to the advertised RSO 18/21 expressed concern about the significant loss of parking in Melville Street in a very oversubscribed residents' parking zone and calls for a report to respond to these concerns to detail;

- how Melville Crescent will be laid out
- what materials will be used as a result of the value engineering
- and to consider whether additional residents' parking can be found as part of the revised, value engineered scheme;

Moved by: Councillor Iain Whyte

Seconded by: Councillor Stephanie Smith

Addendum by the Green Group

Transport and Environment Committee

17 June 2021

Item 7.8 - City Centre West to East Cycle Link and Street Improvements Project – Proposed design changes and Statutory Orders update

Additional recommendation:

- Notes the progress to date on the Walker Street to Rutland Square spur, and instructs officers to progress towards implementation as a standalone scheme as part of the review of the Active Travel programme

Moved by: Councillor Claire Miller

Seconded by: Councillor Gavin Corbett

Amendment by Green Group

Transport and Environment Committee

17 June 2021

Item 7.9: Garden Waste Registration 2021/22

Replace 1.1.1

1.1.1 Approve that from 1 December 2021 onwards residents will be able to sign up during an expanded registration window and that, with a target of 31 May 2022 the aim will be to extend that window to be continuously open in addition to the main summer period sign-up/renewal period; noting that residents will still have an incentive to register during the main period to receive a full year service for the charge and to receive a service without time-lags at the point of introduction.

Moved by: Councillor Gavin Corbett

Seconded by:

Addendum by the Liberal Democrat Group

Transport & Environment Committee

17 June 2021

Item 7.10 - Cammo Road - Trial Vehicle Prohibition (Road Closure)

at end of 1.1.1, insert “with a view to commencement by the end of 2021”.

Moved by Cllr Kevin Lang

Seconded by

Amendment by the Coalition

Transport and Environment Committee

17 June 2021

Motion 9.1 Cllr Miller- Vision Zero

Committee:

Replace paragraph 3 with:

Recognises that there should be a two-step process to creating a new Vision Zero Road Safety Plan for Edinburgh and requests that officers return to the November Transport and Environment Committee with an updated draft plan or overview following partnership working with stakeholders and elected members. This to be followed by the finalised Road Safety Plan in spring 2022.

Adds paragraph 4:

Welcomes the opportunity that this process will give to reaffirm Edinburgh's commitment to making our roads a safer environment for all those who use them, irrespective of how they get around our city.

Moved by Councillor L Macinnes

Seconded by Councillor K Doran