

# Notice of meeting and agenda

## Transport and Environment Committee

**10.00 am Thursday 31st March, 2022**

Virtual Meeting - via Microsoft Teams

This is a public meeting and members of the public are welcome to watch the webcast live on the Council's website.

### Contacts

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## **1. Order of Business**

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- 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**

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- 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**

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- 3.1 If any.

## **4. Minutes**

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- 4.1 Minute of the Transport and Environment Committee of 27 January 2022 – submitted for approval as a correct record 7 - 26

## **5. Forward Planning**

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- 5.1 Transport and Environment Committee Work Programme 27 - 30
- 5.2 Transport and Environment Committee Rolling Actions Log 31 - 104

## **6. Business Bulletin**

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- 6.1 Transport and Environment Business Bulletin 105 - 122

## **7. Executive Decisions**

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<b>7.1</b>	Seafield Waste Water Treatment Works – presentation by Scottish Water	
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<b>7.3</b>	Proposed Parking Controls – Hatters Lane, Powderhall and Bell’s Mills, West End – Report by the Executive Director of Place	231 - 236
<b>7.4</b>	Call for Action on Zebra Markings for Side Streets – Motion by Councillor Neil Ross – Report by the Executive Director of Place	237 - 242
<b>7.5</b>	Pavements Clear of Signs - Motion by Councillor Webber – Report by the Executive Director of Place	243 - 250
<b>7.6</b>	Health and Inequalities in relation to Active Travel Provision in Edinburgh – Motion by Councillor Macinnes – Report by the Executive Director of Place	251 - 258
<b>7.7</b>	Edinburgh Recycling Centres - Motion by Councillor Lang – Report by the Executive Director of Place	259 - 268
<b>7.8</b>	Household Recycling Charter - Motion by Councillor Burgess – Report by the Executive Director of Place	269 - 274

## **8. Routine Decisions**

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<b>8.1</b>	Internal Audit Overdue Findings and Key Performance Indicators as at 26 January 2022 - Referral from the Governance, Risk & Best Value Committee	275 - 292
<b>8.2</b>	Place Directorate Internal Audit – Actions Update – Report by the Executive Director of Place	293 - 300
<b>8.3</b>	Implementing Electric Vehicle Charging Points – Report by the Executive Director of Place	301 - 314

8.4	Garden Waste 2021/22 - Registration Performance – Report by the Executive Director of Place	315 - 322
8.5	Waste and Cleansing Services Update – Report by the Executive Director of Place	323 - 334
8.6	Review of Effectiveness of Scrutiny of the Transport and Environment Committee - Self Evaluation and Lessons Learnt – Report by the Interim Executive Director of Corporate Services	335 - 340

## 9. Motions

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### 9.1 Motion by Councillor Lang - Petition on Station Road, Ratho Station

“Committee:

1. notes that a petition was submitted to the Council on 23 December 2022, signed by 70 residents, calling for “*a new restriction on Station Road to stop heavy goods vehicles coming through Ratho Station and passing by Hillwood Primary school*”.
2. notes this petition was not presented to the January 2022 meeting of the Transport & Environment Committee.
3. notes a decision was taken to not bring a report on the petition to the March 2022 meeting of the Committee and instead for the matter to be deferred to the first meeting of the committee after the May elections which, under the current agreed diary, would be August 2022.
4. regrets that this decision would mean the committee’s first discussion on the petition and issues raised could be eight months after the petition was validly submitted, despite it relating to one of child safety.
5. agrees that officers should, at the earliest possible stage, engage directly with the ward councillors elected following the May elections and with the Newbridge and Ratho Station Residents’ Association on the issues raised in the petition and to initiate work on a draft vehicle weight restriction traffic regulation order for public consultation.

6. agrees that an update should be provided to the next meeting of the committee, whether through a full report or business bulletin update.”

## 9.2 Motion by Councillor Miller - Petition by James Gillespie's High School Eco Group

“Committee:

1. Notes the petition (<https://chng.it/RtVtcRgy>) started by James Gillespie’s High School Eco Group which calls on this Council to construct cycle paths to all schools in Edinburgh
2. Commends the Eco Group for their initiative and success in gathering 560 signatures (331 online, the rest from the school community)
3. Calls for officers to review the terms of the petition, meet with the Eco Group, and evaluation incorporation of their aims into the current work to review all School Travel Plans and the creation of the Road Safety Action Plan”

## Nick Smith

Service Director, Legal and Assurance

## Committee Members

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Councillor Lesley Macinnes (Convener), Councillor Karen Doran (Vice-Convener), Councillor Eleanor Bird, Councillor Steve Burgess, Councillor Maureen Child, 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

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The Transport and Environment Committee consists of 11 Councillors and is appointed by the City of Edinburgh Council.

This meeting of the Transport and Environment Committee is being held virtually by Microsoft Teams.

## Further information

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If you have any questions about the agenda or meeting arrangements, please contact Lesley Birrell, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, email [lesley.birrell@edinburgh.gov.uk](mailto:lesley.birrell@edinburgh.gov.uk) / [taylor.ward@edinburgh.gov.uk](mailto:taylor.ward@edinburgh.gov.uk).

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# Minutes

## Transport and Environment Committee

10am, Thursday 27 January 2022

### Present

Councillors Macinnes (Convener), Doran (Vice-Convener), Bird, Burgess, Jim Campbell (substituting for Councillor Hutchison for item 1), Child, Key, Lang, Miller, Mowat (substituting for Councillor Smith), Rose (substituting for Councillor Hutchison for items 2 to 16) and Whyte.

### 1. **Transport and Environment Committee Business Bulletin**

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#### (a) **Deputation – Edinburgh World Heritage**

The deputation advised members that they had not been consulted on the proposal on communal bin hubs prior to the original decision being approved at Committee in April 2021. They had consistently advised of their notable concerns regarding the harmful impact of the proposals on the outstanding universal value (the cultural significance of Edinburgh which transcends generations and international boundaries) of the World Heritage Site – in particular, the integrity, legibility and qualities of its historic urban planning. The deputation's professional view on this matter had been echoed by significant concern within the local community.

The deputation's advice to the Council from the outset had been that the proposals within the World Heritage Site should take a step back, and explore a wider range of options, beyond communal bin hubs, inclusively with the community.

The deputation's position was that the introduction of bin hubs into the World Heritage Site without all, or the substantial majority of, the mitigation measures advised by Edinburgh World Heritage would cause a significant level of harm to the World Heritage Site. The adoption of the advised mitigation measures alongside meaningful community engagement would substantially reduce the heritage impact and move towards a positive balance of conservation, city and community needs.

#### (b) **Deputation – New Town and Broughton Community Council**

The deputation expressed concern that there had been no consultation or even engagement with residents, residents' associations, community councils and Heritage Organisations. The Council had not conducted any impact assessments despite the view of experts and requests from Edinburgh World Heritage and HES that such assessment should be carried out.

New Town residents supported the Council's ambition of greater recycling, cleaner streets and less pollution but felt that the way the Committee was taking these decisions was both undemocratic and lacking in transparency.

The Community Council wished to work with the Council to develop a system that not only carried the support of the community but also looked for a long-term and sustainable solution that would not permanently scar the streetscape of this beautiful City.

The deputation urged the Committee to take a step back, pause and consider the lasting impact its decision would have on the unique heritage of Edinburgh.

**(c) Deputation – The Cockburn Association**

The deputation expressed concern that there had been no consultation prior to the decision on the communal bins project by Committee in April 2021.

The Cockburn Association believed there were significant issues that remained unresolved and the information in the business bulletin suggested otherwise. There were a particular number of aesthetic and heritage issues that needed to be addressed.

The deputation asked the Committee to revisit its decision not to undertake an environmental impact assessment or HIA even on a limited or partial scope and to consider the wider objectives of street scape management to ensure community and business buy in going forward.

**(d) Business Bulletin - Communal Bins Project**

The Transport and Environment Committee Business Bulletin for January 2022 was presented.

**Motion**

To note the Business Bulletin.

- moved by Councillor Macinnes, seconded by Councillor Doran

**Amendment**

- 1) To note the update report on the Business Bulletin regarding the communal bin project.
- 2) To consider that the report on the consultation exercise did not reflect the concerns reported to councillors that this was only a communication exercise, many residents couldn't access the information as there were long queues; the information that residents expected about the siting of the bins was not available and that there was no additional information to what was available on the Council website.
- 3) To recognise that there continued to be significant concern about the effect of bins on the World Heritage Site if the parameters agreed at Transport and Environment Committee of 22nd April 2021 were strictly adhered to.



- 4) To understand that there had been further consultation but was concerned that the report before us today indicated that suggestions made by Edinburgh World Heritage and Historic Environment Scotland had not been taken up and recommended that:
- a) Committee noted that as councillors had not seen the details of the concerns raised by Heritage Bodies, Residents, Living Streets and the Access Panel because there was only a truncated note in the Business Bulletin and no formal report.
  - b) In recognition of this lack of detailed information and the significant concern expressed by residents, that no further action was taken on installing bin hubs in the World Heritage Site without convening facilitated meetings with residents and stakeholders to discuss the competing issues and until Councillors had had the opportunity to assess the competing concerns and consider whether there was a way forward which addressed the concerns.

- moved by Councillor Mowat, seconded by Councillor Whyte

### **Voting**

For the motion - 7 votes

For the amendment - 4 votes

(For the motion – Councillors Bird, Burgess, Child, Doran, Key, Macinnes and Miller.

For the amendment – Councillors Jim Campbell, Lang, Mowat and Whyte.)

### **Decision**

To approve the motion by Councillor Macinnes.

(References – Transport and Environment Committee 22 April 2021 (item 5); Business Bulletin, submitted; written submissions from Edinburgh World Heritage, Newtown and Broughton Community Council and Stockbridge and Inverleith Community Council, submitted.)

### **Declaration of Interests**

Councillor Child declared a non-financial interest in the above item as a Trustee of the Edinburgh World Heritage Trust.

Councillor Miller declared a non-financial interest in the above item as a resident of London Street.

## **2. Petition – Improve the Original/Current Traffic Calming Measures at 60 Spylaw Road, Edinburgh to Make Them Fit for Purpose for this 20mph School and Kindergarten Zone**

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### **(a) Presentation by the Petitioner**

A valid petition entitled ‘Improve the original/current traffic calming measures at 60 Spylaw Road, Edinburgh, to make them fit for purpose for this 20mph school and kindergarten zone’ had been received. The petition had received 225 signatures.

The petitioner was heard and requested that the committee considered installing a pedestrian safety crossing and traffic calming measures to ensure the school zone speed limit was adhered to at the site at Edinburgh Steiner school on 60 Spylaw Road. The petitioner further advised that the school was willing to fundraise to help meet the costs.

#### **(b) Report by the Executive Director of Corporate Services**

Committee had previously approved a priority system to manage requests for pedestrian crossing facilities which evaluated locations and the crossing type most suitable for each location.

As temporary Spaces for People measures were in place at the Edinburgh Steiner School, its School Travel Plan Review was being prioritised and the survey for this was currently underway. The deadline for survey responses had been extended to January 2022 at the request of the school. The information arising from the survey would enable further conversations to take place to establish what the school staff, pupils and parents would like to see provided on a permanent basis, both in relation to the temporary measures at the school frontage and also on the wider routes to school.

Following agreement of the Action Plan, design work would commence on those actions prioritised most highly. This process of design, consultation and delivery for a signalised pedestrian crossing facility was normally expected to take around 18 months to complete. This could however vary, depending on the complexity of the design and the local environment.

As part of this process, consideration would also be given to whether a signalised pedestrian and cycle toucan crossing should be provided at this location and, if so, what other new cycle infrastructure might be required to support this.

#### **Decision**

To request a further report from the Executive Director of Place on the matter.

(References – Transport and Environment Committee 2009; report by the Executive Director of Corporate Services, submitted)

### **3. Minutes**

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#### **Decision**

- 1) To approve the minute of the Transport and Environment Committee of 11 November 2021 as a correct record.
- 2) To approve the minute of the Transport and Environment Committee of 2 December 2021 as a correct record.

### **4. Transport and Environment Committee Work Programme**

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The Transport and Environment Committee Work Programme was presented.

#### **Decision**

To note the Work Programme.

(Reference – Work Programme, submitted)

## 5. Transport and Environment Committee Rolling Actions Log

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The Transport and Environment Committee Rolling Actions Log for January 2022 was presented.

### Decision

- 1) To agree to close the following actions:
  - Action 2 – Special Uplifts Service
  - Action 12 – Presentation by Lothian Buses
  - Action 15(2) – Motion by Councillor Miller – Safe Cycle Journeys to School
  - Action 22(2) – Spaces for People – Mobility and Dropped Kerbs
  - Action 23(1) – Strategic Review of Parking – Results Phase 1 Consultation
  - Action 24(1) – 2020 Air Quality Annual Progress Report
  - Action 26(5) – Liberton Brae and Kirk Brae – Junction and Pedestrian turning counts
  - Action 29(1) – Communal Bin Review Update
  - Action 34(1) – Funding Third Sector Delivery Partner – Changeworks Resources for Life – Key Performance Indicators
  - Action 36(1) and (3) – Active Travel Measures – Travelling Safety (formerly Spaces for People) – Drop Kerb Update and Drum Brae North Scheme Risk Assessment
  - Action 39(2) – Newbridge Parking Restrictions – Acknowledgement of Receipt of Photographs from Councillor Lang
  - Action 40 – Motion by the Green Group – Zero Waste Hierarchy for Edinburgh World Heritage Sites
  - Action 42 – Work Programme – Lead Officers
- 2) To provide a briefing note on the consultation and timescales to Committee on the Strategic Review of Parking.
- 3) To provide a briefing note on the trial closure of Cammo Road explaining why this may be delayed to Summer 2022.
- 4) To otherwise note the outstanding actions.

(Reference – Rolling Actions Log, submitted.)

## 6. West Edinburgh Link – Compulsory Purchase Order

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The West Edinburgh Link project aimed to connect South Gyle, Edinburgh Park and nearby local neighbourhoods and to transform the quality of cycling, walking, public spaces and accessibility for all along a 10km route in the west of Edinburgh.

Approval was sought to serve a Compulsory Purchase Order (CPO) in respect of the plots of privately-owned land detailed in Appendix 1 of the report by the Executive Director of Place. The acquisition of these plots by the Council was required to enable the construction of the project. The CPO would only be implemented if title or access had not been able to be acquired by agreement, to maintain both funding and construction programmes.

## Decision

- 1) To agree to pursue a Compulsory Purchase Order (CPO) for the land noted in Appendix 1 of the report and to instruct the Head of Legal, Risk and Compliance to commence proceedings.
- 2) To note that it was intended to submit a draft CPO to the next appropriate meeting of the City of Edinburgh Council for authority to exercise compulsory purchase powers.
- 3) To note that the Council would continue to seek a negotiated purchase of, or servitude access to, the land noted in Appendix 1 of the report in parallel with the CPO process.

(References – Transport and Environment Committee 14 October 2021 (item 1); report by the Executive Director of Place, submitted.)

## 7. Air Quality Annual Progress Report

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The annual update on the most recently available ratified annual air quality monitoring data (2020), local pollutant trends and emerging issues in Edinburgh, fulfilling the requirements of the statutory Local Air Quality Management Framework was submitted.

Even without the effect of the pandemic, long term trends showed concentrations of the main pollutants were decreasing at most locations across the city, albeit there remained hot spot areas of concern, especially in the Central Air Quality Management Area.

Any lasting impact on air quality from changes in travel patterns and behaviour as the country moved on from the pandemic would be better understood once monitoring data became available in the future.

The Council intended to revoke the Inverleith Row Air Quality Management Area due to sustained air quality improvements and future modelling predictions of further improvements with the implementation of the proposed Low Emission Zone (LEZ). Grant funding would be sought in the financial year 2022/23 to assist with the revocation process.

## Motion

- 1) To note the statutory Annual Progress Report submitted to the Scottish and UK Governments as part of the Local Air Quality Management Framework.
  - 2) To note the air quality improvements within the Inverleith Row Air Quality Management Area and the Council's intention to revoke the associated designation.
- moved by Councillor Macinnes, seconded by Councillor Doran

## Amendment

- 1) To note the statutory Annual Progress Report submitted to the Scottish and UK Governments as part of the Local Air Quality Management Framework.

- 2) To express concern that Edinburgh had five Air Quality Management Areas (AQMAs) in which air quality had failed to meet safety standards.
  - 3) To note from the report that following new evidence on the adverse health effects of air pollution, the World Health Organisation had published revised health-based air quality guidelines but that Scottish air quality objectives had yet to be revised in line with these.
  - 4) To recognise that the main cause of this harmful pollution was exhaust gases from cars and other vehicles and that before the Covid pandemic around 60,000 commuting vehicles were travelling through Edinburgh every day.
  - 5) To recognise that air quality improvements would depend on reducing the pollution caused by this traffic and that the forthcoming Low Emission Zone was intended to tackle this issue.
  - 6) To note the recent general improvement in air quality as a result of reduced traffic because of the Covid pandemic. However, recognises that as restrictions eased, traffic levels were likely to return towards pre-pandemic levels with a consequent impact on air quality.
  - 7) To agree not to revoke the Inverleith AQMA until it could be confirmed that pollution levels would not again breach air quality standards once Covid pandemic restrictions were lifted and that the LEZ would prove to be effective in this location.
- moved by Councillor Burgess, seconded by Councillor Miller

### **Voting**

The voting was as follows:

For the motion	-	7 votes
For the amendment	-	4 votes

(For the motion - Councillors Bird, Child, Doran, Key, Lang, Macinnes and Miller.

For the amendment - Councillors Burgess, Miller, Rose and Whyte.)

### **Decision**

To approve the motion by Councillor Macinnes.

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

## **8. Low Emissions Zone Carbon Impact**

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Information was provided of the further analysis to evidence the Low Emissions Zone Scheme's role in contributing to reductions in greenhouse gas emissions derived from transport, primarily carbon dioxide ('CO<sub>2</sub>', 'carbon'). Assessments of changes to the boundary and grace period were made, in relation to consultation feedback on carbon impact.

After considering consultation feedback regarding the Scheme's potential to reduce CO2 emissions and the results of the National Modelling Framework (NMF) CO2 emission modelling, changes to the Scheme boundary or grace period could not be justified.

The Scheme would be evaluated annually to understand its contributions to reducing NO2 and CO2 emissions, alongside progress towards achieving other Scheme objectives. Evaluation methodologies would integrate with the City Mobility Plan (CMP), 2030 Climate Strategy and the Local Air Quality Management regime.

Actions contained within the CMP and Climate Strategy would deliver significant reductions in CO2 emissions associated with transport, through demand management, decarbonisation and modal shift.

### **Motion**

- 1) To note that the report responded to the actions approved by Committee on 26 October 2021 and followed Committee approval of the preferred Low Emission Zone scheme for consultation (the Scheme), on 17 June 2021.
  - 2) To note that Low Emission Zones (LEZs) could not directly reduce vehicular carbon dioxide (CO2) emissions within Scotland's current LEZ structures. Managing demand, decarbonisation and modal shift would reduce CO2.
  - 3) To note that after further consideration of consultation feedback and emission modelling undertaken by Scottish Environment Protection Agency (SEPA) since October, no changes to the Scheme boundary or grace period could be justified, in relation to CO2 emission reductions.
  - 4) To agree to proceed with the Scheme and to publish it for a period of 28-days as per statutory requirements.
  - 5) To approve further design and delivery of the Scheme, including its Network Management Strategy, to meet the national timeline agreed between the four cities and the Scottish Government.
  - 6) To note that the recently published Cleaner Air for Scotland 2 strategy agreed to explore opportunities for promoting zero carbon city centres within Scotland's LEZ structure by 2026. The Council's 2030 Climate Strategy agreed to explore this from 2022/23.
- moved by Councillor Macinnes, seconded by Councillor Doran

### **Amendment 1**

- 1) To note that despite the scheme in its current format being rejected by the Committee on 26 October 2021 no changes had been made or were proposed in the current report.
- 2) To therefore consider that the proposed Low Emission Zone remained poorly designed, expensive and would not meet its stated aim to improve air quality.
- 3) To agree that a study on likely patterns of traffic and pollution displacement should proceed before the adoption of any LEZ scheme.

- 4) To regret that the consultation presented a fait accompli and, once again as with other Council consultations, did not incorporate any of the rich and varied consultation feedback into the final proposals.
  - 5) To therefore reject the current LEZ scheme and to instruct officers to produce a report in 3 cycles on a range of options for consultation, to incorporate analysis of likely traffic and pollution displacement from each scheme, evidence-based analysis of likely reductions in air pollution levels to be achieved and consideration of how any proposed scheme could become self-financing, if necessary by lobbying the Scottish Government to change the penalty mechanisms in this regard.
- moved by Councillor Whyte, seconded by Councillor Mowat

## **Amendment 2**

To approve the recommendations in the report and to add the following:

- 1) To thank officers for the considerable work to evaluate the carbon impact of the proposed LEZ.
- 2) To note that, as per paragraph 4.5, future euro standards were expected to include measures based on CO2 emissions, and committee therefore to agree that when new euro standards were agreed council officers would begin the process to evaluate making changes to vehicles permitted within the Low Emission Zone and report this to committee.
- 3) To note that feedback received in the consultation showed some misconceptions of the LEZ scope and of LEZ support funds, therefore committee to agree the Council's public communications should ensure greater public understanding of which vehicles were affected and what support funding was available to people impacted.
- 4) To thank the Preston Street Primary School community for their engagement and input into the Low Emission Zone designs, to welcome the suggested measures proposed by the community and to agree that officers put in place traffic level and air quality monitoring around the school and consider how the following could be applied:
  - Permanent widening of pavements around school to make a buffer from the road and reduce crowding
  - Reduce the number of lanes approaching school northbound on Dalkeith Road to two lanes
  - Reposition the bus stop on Dalkeith Road to position away from the school
  - Enforcement of parking restrictions around school during key times
  - Prioritisation of traffic signalling around school pick/up and drop off times to pedestrians
  - Introduction of additional traffic calming measures around school.

5) To request a members' briefing as soon as possible and agree to bring a report to Committee once significant progress had been made.

- moved by Councillor Miller, seconded by Councillor Burgess

### **Amendment 3**

1) To note that this report responded to the actions approved by Committee on 26 October 2021 and followed Committee approval of the preferred Low Emission Zone scheme for consultation (the Scheme), on 17 June 2021.

2) To note that Low Emission Zones (LEZs) could not directly reduce vehicular carbon dioxide (CO<sub>2</sub>) emissions within Scotland's current LEZ structures. Managing demand, decarbonisation and modal shift will reduce CO<sub>2</sub>.

3) To note that after further consideration of consultation feedback and emission modelling undertaken by Scottish Environment Protection Agency (SEPA) since October, no changes to the Scheme boundary or grace period could be justified, in relation to CO<sub>2</sub> emission reductions.

4) To note the findings of the Council's earlier 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.
- support for a city wide LEZ was greater than that for a city centre only LEZ.

5) To recognise the continued concern expressed by residents on the potential for traffic displacement to areas around a city centre zone, and that the air quality modelling forecasts increases in NO<sub>x</sub> concentration in a number of streets outside the LEZ boundary following the implementation of the proposed scheme.

6) To believe that, after almost six years of work and another two years before restrictions were enforced, it was important to be ambitious in driving down pollution levels and improving air quality for all communities, not just those within the core city centre area.

7) To therefore agree not to approve the proposed scheme and to agree that officers should return to committee in two cycles with plans for a city wide LEZ and the necessary statutory and non-statutory consultations which would be required.

- moved by Councillor Lang, seconded by Councillor Bird

In accordance with Standing Order 22(12), amendment 2 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: Councillors Bird, Burgess, Child, Doran, Key, Macinnes and Miller.

For amendment 1 – Councillors Mowat, Rose and Whyte.

For amendment 2 – Councillor Lang.)

## Decision

To approve the following adjusted motion by Councillor Macinnes:

- 1) To note that this report responded to the actions approved by Committee on 26 October 2021 and followed Committee approval of the preferred Low Emission Zone scheme for consultation (the Scheme), on 17 June 2021.
- 2) To note that Low Emission Zones (LEZs) could not directly reduce vehicular carbon dioxide (CO<sub>2</sub>) emissions within Scotland's current LEZ structures. Managing demand, decarbonisation and modal shift will reduce CO<sub>2</sub>.
- 3) To note that after further consideration of consultation feedback and emission modelling undertaken by Scottish Environment Protection Agency (SEPA) since October, no changes to the Scheme boundary or grace period could be justified, in relation to CO<sub>2</sub> emission reductions.
- 4) To agree to proceed with the Scheme and to publish it for a period of 28-days as per statutory requirements.
- 5) To approve further design and delivery of the Scheme, including its Network Management Strategy, to meet the national timeline agreed between the four cities and the Scottish Government.
- 6) To note that the recently published Cleaner Air for Scotland 2 strategy agreed to explore opportunities for promoting zero carbon city centres within Scotland's LEZ structure by 2026. The Council's 2030 Climate Strategy agreed to explore this from 2022/23.
- 7) To thank officers for the considerable work to evaluate the carbon impact of the proposed LEZ.
- 8) To note that, as per paragraph 4.5, future euro standards were expected to include measures based on CO<sub>2</sub> emissions, and committee therefore agreed that when new euro standards were agreed council officers would begin the process to evaluate making changes to vehicles permitted within the Low Emission Zone and report this to committee.
- 9) To note that feedback received in the consultation showed some misconceptions of the LEZ scope and of LEZ support funds, therefore committee agreed the Council's public communications should ensure greater public understanding of

which vehicles were affected and what support funding was available to people impacted.

- 10) To thank the Preston Street Primary School community for their engagement and input into the Low Emission Zone designs, welcomed the suggested measures proposed by the community and agreed that officers put in place traffic level and air quality monitoring around the school and consider how the following could be applied:
- Permanent widening of pavements around school to make a buffer from the road and reduce crowding
  - Reduce the number of lanes approaching school northbound on Dalkeith Road to two lanes
  - Reposition the bus stop on Dalkeith Road to position away from the school
  - Enforcement of parking restrictions around school during key times
  - Prioritisation of traffic signalling around school pick/up and drop off times to pedestrians
  - Introduction of additional traffic calming measures around school.
- 11) To request a members' briefing as soon as possible and agree to bring a report to Committee once significant progress had been made.

(References – Transport and Environment Committee 17 June 2021 (item 9) and 26 October 2021 (item 1); report by the Executive Director of Place, submitted; written submission from Corstorphine Community Council, submitted.)

## **9. Objections to TRO/20/20 – 40mph Speed Limit Review**

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TRO/20/20 which set out proposed speed limit reductions from 40mph to 30mph at various locations across the city, was advertised between 29 October to 19 November 2021. On completion of the public consultation, the Council had received 52 responses. Twenty of these were objections received from individuals, and 32 were notes of support. Thirty notes of support were from individuals, one was received from SPOKES and another from Low Traffic Corstorphine.

### **Motion**

- 1) To note the 20 objections and 32 notes of support received in relation to the advertised Traffic Regulation Order (TRO) proposing a reduction in speed limit at 22 locations from 40mph to 30mph.
  - 2) To set aside the objections and give approval to make the Traffic Regulation Order as advertised.
- moved by Councillor Macinnes, seconded by Councillor Doran

## Amendment

To agree the recommendations except those in regard to the following which should remain at 40mph:

Milton Link; Sir Harry Lauder Road between its junctions with Milton Road East and Baileyfield Road; Calder Road; and Wester Hailes Road.

- moved by Councillor Whyte, seconded by Councillor Rose

## Voting

For the motion - 8 votes

For the amendment - 3 votes

(For the motion – Councillors Bird, Burgess, Child, Doran, Key, Lang, Macinnes and Miller.

For the amendment – Councillors Mowat, Rose and Whyte.)

## Decision

To approve the motion by Councillor Macinnes.

(References – Transport and Environment Committee 27 February 2020 (item 4); report by the Executive Director of Place, submitted)

## 10. Kirkliston Junction Reconfiguration

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An update was provided on historic and proposed improvements to the Kirkliston Town Centre junction.

As part of the planning approval for application 17/04571/PPP for the development at the northeast of Wellflats Road, there was a requirement for the developer to complete a full upgrade of the traffic signals at the Crossroads and to provide Microprocessor Optimised Vehicle Actuation (MOVA) control as part of the upgrade.

Officers were also currently investigating bus priority measures on principal route corridors approaching the city as part of the Transport Scotland funded Bus Partnership Fund.

In addition to these planned improvements, any reduction in journey times through Kirkliston would be of benefit to the three existing public transport services serving the town.

In line with the approved Transport Hierarchy it was recognised that several modes of transport should be considered and prioritised before private cars. Improvements to the traffic signals should reduce journey times, improve reliability for public transport services and reduce wait times for pedestrians.

## Motion

- 1) To note the report previously considered at this Committee on 5 December 2019 relating to the junction.
- 2) To note the historic improvements implemented at this junction in 2005 and ongoing timing improvements undertaken by Council officers.

- 3) To note the proposed junction signals improvement works required for a nearby housing development which were expected to be completed in 2022.  
- moved by Councillor Macinnes, seconded by Councillor Doran

### **Amendment**

To add at end:

To note the intention to undertake journey time assessments before and after the implementation of the improvements works and to agree this comparison data should be made available to the Committee by way of a business bulletin update once available.

- 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 report previously considered at this Committee on 5 December 2019 relating to the junction.
- 2) To note the historic improvements implemented at this junction in 2005 and ongoing timing improvements undertaken by Council officers.
- 3) To note the proposed junction signals improvement works required for a nearby housing development which were expected to be completed in 2022.
- 4) To note the intention to undertake journey time assessments before and after the implementation of the improvements works and to agree this comparison data should be made available to the Committee by way of a business bulletin update once available.

(References – Transport and Environment Committee 5 December 2019 (item 2) and 14 October 2021 (item 7); report by the Executive Director of Place, submitted)

## **11. Progress Update on the Water Vision and Operational Management of the Drainage Network**

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In response to motions by Councillors Osler and Mowat, an update was provided on the implementation of the Vision for Water Management and on the operational management of the city's roads drainage infrastructure.

The Vision for Water Management in the City of Edinburgh (Water Vision) was being actively driven forward by the newly formed Blue Green City Partnership. This was a partnership between Scottish Water, Scottish Environment Protection Agency (SEPA) and the Council. The group reported to the Edinburgh and Lothians Strategic Drainage Partnership.

The first operational meeting with Scottish Water on the management of roads drainage infrastructure was scheduled for early 2022.

Routine meetings would be established, and work streams developed to drive improved communication and co-ordination. Officers were also developing plans to create the new multi-disciplinary team required to implement the recommendations which fell within the responsibility of the Council.

### **Motion**

- 1) To note progress on the implementation of the Vision for Water Management.
- 2) To note the progress on the Green Blue Network project to date.
- 3) To note that a dedicated multi-disciplinary in-house team would be required to progress the recommendations which fell to the Council and that officers were working on the development of plans for this team.
- 4) To note the proposal to commence operational roads drainage meetings with Scottish Water in 2022, as well as an updated process for recording and monitoring blocked gullies.
- 5) To approve the discharge of Motions on drainage and flooding from the Council meeting August 2021.
- 6) To agree that officers would circulate the response from Scottish Government on funding for drainage infrastructure and flood prevention.
- 7) To agree that officers would provide an update on the outcome of discussions with heritage and planning colleagues on planning permission required for conservation area and heritage properties to make them watertight.
- 8) To agree that officers would look at improving communications to residents.  
- moved by Councillor Macinnes, seconded by Councillor Doran

### **Amendment**

To accept recommendations 1.1.1 to 1.1.4 of the report, but to re-number 1.1.4 to 1.1.7.

To add

- 1) To specifically ask the Executive Director of Place to prepare a gully recovery programme that identified the organisation and resources required to deliver an efficient proactive and reactive maintenance regime to minimise flooding risks due to any gully issues within the control of this Council.
- 2) To note for clarity, expects the dedicated multi-disciplinary in-house approach to include provision for regular road / gutter clearing, to minimise the build-up of any detritus that might restrict the efficiency / effectiveness of the drainage networks that support our pavements, paths or roads.
- 3) To expect that costed options to achieve the above would be available to inform the 2022/23 budget debate.
- 4) To request a follow-up report, less this important topic be lost, to this Committee (or any successor Committee) following the formation of a new Council after the forthcoming local elections and in light of any new budget provisions.

- moved by Councillor Whyte, seconded by Councillor Rose

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

### **Decision**

To approve the following adjusted motion by Councillor Macinnes:

- 1) To note progress on the implementation of the Vision for Water Management.
- 2) To note the progress on the Green Blue Network project to date.
- 3) To note that a dedicated multi-disciplinary in-house team would be required to progress the recommendations which fell to the Council and that officers were working on the development of plans for this team.
- 4) To note the proposal to commence operational roads drainage meetings with Scottish Water in 2022, as well as an updated process for recording and monitoring blocked gullies.
- 5) To specifically ask the Executive Director of Place to prepare a gully recovery programme that identified the organisation and resources required to deliver an efficient proactive and reactive maintenance regime to minimise flooding risks due to any gully issues within the control of this Council.
- 6) To note for clarity, expects the dedicated multi-disciplinary in-house approach to include provision for regular road / gutter clearing, to minimise the build-up of any detritus that might restrict the efficiency / effectiveness of the drainage networks that support our pavements, paths or roads.
- 7) To expect that costed options to achieve the above would be available to inform the 2022/23 budget debate.
- 8) To request a follow-up report, less this important topic be lost, to this Committee (or any successor Committee) following the formation of a new Council after the forthcoming local elections and in light of any new budget provisions.
- 9) To agree that officers would circulate the response from Scottish Government on funding for drainage infrastructure and flood prevention.
- 10) To agree that officers would provide an update on the outcome of discussions with heritage and planning colleagues on planning permission required for conservation area and heritage properties to make them watertight.
- 11) To agree that officers would look at improving communications to residents.

(References – Acts of Council No.1 and 15 of 26 August 2021; report by the Executive Director of Place, submitted)

## **12. National Litter and Fly-Tipping Strategy Consultation Response**

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The Scottish Government had invited the Council to submit its views on potential actions to tackle litter and fly-tipping in Scotland. Responses to the consultation would inform the development of the final National Litter and Fly-Tipping Strategy to be published in early 2022.

The draft consultation response on behalf of the Council was presented for approval.

### **Decision**

- 1) To approve the draft response to the Consultation on the National Litter and Fly-Tipping Strategy.
- 2) To agree that the final consultation response would be circulated to Committee once it had been submitted.

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

## **13. Revenue Monitoring Update 2021/22 Month Six Position**

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An update was provided on financial performance regarding revenue budgets 2021/22 forecast at month six for the services within the remit of this Committee.

The 'business as usual' forecast position, excluding Covid-19 impact, was an improvement of circa £1.1m from that reported to Committee at month five. The projected overspend at month six was £0.440m for Place Directorate, of which £0.365m related to services within the remit of this Committee.

The forecast position in respect of Covid-19 impact was a cost of £12.420m for Place Directorate and £8.684m for services within the remit of the Committee. This forecast overall was largely in line with that previously reported at month five.

### **Decision**

- 1) To note the overall Place revenue budget month six position for 2021/22 was a projected £0.440m overspend (excluding Covid-19 impact). Services within the remit of the Committee were forecasting an overspend of £0.365m.
- 2) To note the General Fund Covid-19 costs of circa £12.420m, in addition to the pressures set out at 1) above, had been forecast for the overall Place Directorate at month six with circa £8.684m relating to services within the remit of the Committee.
- 3) To note the measures being taken by the Executive Director of Place to address budget pressures and risks.
- 4) To note that progress updates would be reported to Committee.

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

## **14. Internal Audit Overdue Findings and Key Performance Indicators as at 5 November 2021**

---

The Governance, Risk and Best Value Committee had referred this report to the Transport and Environment Committee for ongoing scrutiny of relevant overdue management actions.

### **Decision**

To note the report.

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

## 15. Place Directorate Internal Audit Actions Update

---

An update was provided on progress on management actions arising from Internal Audits which specifically related to services which fell within the remit of this Committee.

The Place Senior Management team were committed to ensuring appropriate action was taken to progress open internal audit actions to conclusion, with appropriate focus on closure of all high rated findings and all findings that were over one year overdue.

### Motion

- 1) To note the progress made on the overdue Internal Audit management actions relating to the services within the remit of this Committee.
- 2) To note that there were audit actions which had been agreed corporately, which services which sit within the remit of this Committee were working on.  
  
- moved by Councillor Macinnes, seconded by Councillor Doran

### Amendment

- 1) To agree to receive a report at the next Committee meeting detailing any recently closed actions and setting out in detail how any remaining actions could be closed before the end of April 2022. To note that there were seven actions still open.
- 2) To note that repeated requests for action and assurance from the Senior Leadership Team that closing Overdue Audit Actions was being given extra priority and additional resources had failed to result in the desired change and to agree that any failure to close overdue actions by the end of April should be considered through the Council's Performance Management processes.  
  
- moved by Councillor Whyte, seconded by Councillor Mowat

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

### Decision

To approve the following adjusted motion by Councillor Macinnes:

- 1) To note the progress made on the overdue Internal Audit management actions relating to the services within the remit of this Committee.
- 2) To note that there were audit actions which had been agreed corporately, which services which sit within the remit of this Committee were working on.
- 3) To agree to receive a report at the next Committee meeting detailing any recently closed actions and setting out in detail how any remaining actions could be closed before the end of April 2022. To note that there were seven actions still open.
- 4) To note that repeated requests for action and assurance from the Senior Leadership Team that closing Overdue Audit Actions was being given extra



priority and additional resources had failed to result in the desired change and to agree that any failure to close overdue actions by the end of April should be considered through the Council's Performance Management processes.

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

## **16. Emergency Motion By Ward Councillors – Sciennes Primary playground on Sciennes Road**

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The Convener ruled that the following item, notice of which had been given at the start of the meeting, be considered as a matter of urgency to allow the Committee to give early consideration to the matter, in accordance with Standing Order 17.2(b).

The following motion by Councillor Burgess was submitted in terms of Standing Order 17.2:

“Committee:

1. Notes the longstanding and ongoing challenge of providing adequate playground space for children at Sciennes Primary school and that this motion has been submitted on behalf of all four Southside-Newington ward councillors with the support of Sciennes Parent Council.
2. Notes that because building works at Sciennes primary school have required use of the existing playground for portacabins, agreement has been reached with the Council to extend the play area into Sciennes Road in front of the school on a temporary basis and that this has been implemented, with some actions outstanding.
3. Notes that with the move of the Royal Hospital for Sick Children to Little France, it has been possible to close Sciennes Road to vehicular traffic without significant disruption to traffic flows, although passage for pedestrians and cyclists through the new play area has been maintained, resulting in some concern over welfare of pupils and the need for additional school staff to be present while the play area is in use.
4. Requests that council officers bring forward a report on closing Sciennes Road to traffic in front of Sciennes Primary school on a permanent basis to provide adequate playground space for the school in the long term, using the most appropriate mechanism such as Traffic Regulation, Stopping-Up or Redetermination Order etc.
5. Requests that in the meantime, while a permanent closure is investigated, that all practical measures are taken to make the temporary, partial closure safe and secure for children, including signage and road painting as previously agreed, and also exploring closing the road to pedestrians and cyclists during use of the play area during school time.
6. Requests that appropriate council officers meet with ward councillors and parent council representatives as soon as possible to progress this matter and that a members' briefing is provided to this committee and ward councillors by the end of March.”

- moved by Councillor Rose, seconded by Councillor Miller

**Decision**

To approve the motion by Southside/Newington Ward Councillors.

# Work Programme

## Transport and Environment Committee

31 March 2022

	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 0131 469 3718 <a href="mailto:susan.hamilton@edinburgh.gov.uk">susan.hamilton@edinburgh.gov.uk</a>	August 2022 October 2022 December 2022
2.	Waste and Cleansing Services Performance Update	Quarterly report		Executive Director of Place Lead Officer: Andy Williams 0131 469 5660 <a href="mailto:andy.williams@edinburgh.gov.uk">andy.williams@edinburgh.gov.uk</a>	August 2022 October 2022 December 2022
3.	Communal Bin Enhancement Update	Six-monthly report		Executive Director of Place Lead Officer: Andy Williams 0131 469 5660 <a href="mailto:andy.williams@edinburgh.gov.uk">andy.williams@edinburgh.gov.uk</a>	August 2022 December 2022
4.	Public Utility Company Performance and Road Work Co-ordination	Annual Report		Executive Director of Place Lead Officer: Gavin Brown 0131 469 3823 <a href="mailto:gavin.brown@edinburgh.gov.uk">gavin.brown@edinburgh.gov.uk</a>	October 2022

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Agenda Item 5.1

5.	Annual Update on Council Transport Arms' Length Companies	Annual report		Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	October 2022
6.	Transport Infrastructure Investment – Capital Delivery Priorities	Annual Report		Executive Director of Place Lead Officer: Cliff Hutt 0131 469 3751 <a href="mailto:cliff.hutt@edinburgh.gov.uk">cliff.hutt@edinburgh.gov.uk</a>	October 2022

## Transport and Environment Committee Upcoming Reports

## Appendix 1

Report Title	Directorate	Lead Officer
<b>August 2022</b>		
Petition - Introduce a new restriction on Station Road to stop heavy goods vehicles coming through Ratho Station and passing by Hillwood Primary	Place	Daisy Narayanan
Road Safety Action Plan	Place	Daisy Narayanan
Business Bulletin – Cameron Toll Bridge Strikes – Motion by Councillor Howie	Place	Stephen Knox
Strategic Review of Parking Phase 1 Results	Place	Gavin Brown
Engine Idling – Motion by Councillor Neil Ross	Place	Gavin Brown
<b>October 2022</b>		
Travelling Safely – Experimental Traffic Regulation Orders	Place	Daisy Narayanan
Wardie Bay and Beach – Motion by Councillor Bird	Place	Steven Cuthill

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# Rolling Actions Log

## Transport and Environment Committee

31 March 2022

No	Date	Report Title	Action	Action Owner	Expected Completi on date	Actual Completion Date	Comments
Page 31	17-01-17	<a href="#">Transport for Edinburgh Strategic Plan 2017 – 2021 and Lothian Buses Plan 2017-2019</a>	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: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	Autumn 2022		An Annual Update on the Council's Transport ALEOs will be prepared for Committee.
2	09-03-18	<a href="#">Special Uplifts Service</a>	To agree that the Head of Place Management would confirm to members of the committee the area that had been procured for the pilot collection.	Executive Director of Place Lead Officer: Andy Williams <a href="mailto:andy.williams@edinburgh.gov.uk">andy.williams@edinburgh.gov.uk</a>	By March 2022	January 2022	<b>Closed 27 January 2022.</b> This action is now complete.

3	09-08-18	<a href="#">Public Transport Priority Action Plan</a>	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: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	Autumn 2022		
4	04-10-18	<a href="#">Proposed Increase in Scale of Rollout and Amendment to Contract for On-Street Secure Cycle Parking</a>	<p>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.</p> <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</p>	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	December 2019  Summer 2022	December 2019	<p><b>Closed 1 October 2020</b></p> <p>This briefing was circulated December 2019.</p> <p>The roll-out has commenced. A report will be provided to committee once this has been operational for 12 months.</p>



			scheme at less than the cost of a residents parking permit				
5	06-12-18	<a href="#">Transport and Environment Committee Rolling Actions Log</a>	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 <a href="mailto:Gareth.barwell@edinburgh.gov.uk">Gareth.barwell@edinburgh.gov.uk</a>	Summer 2022		An update for members is currently being prepared.
6	06-12-18	<a href="#">Transport Asset Management Plan (TAMP)</a>	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 <a href="mailto:Sean.gilchrist@edinburgh.gov.uk">Sean.gilchrist@edinburgh.gov.uk</a>	Autumn 2022		See note below on item 38.
7	06-12-18	<a href="#">Annual Air Quality Update</a>	To agree that a revised NO2 Air Quality Action Plan should be presented to committee in August 2019	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	December 2022		This action plan is currently being updated. The annual 2021 Air Quality Annual Progress Report was reported to Committee on <a href="#">27 January 2022</a> and an update on the LEZ is included in the

papers for Committee on 31 March.

It is also intended that, if approved, the LEZ will constitute a significant action in the forthcoming revision of the Air Quality Action Plan to reduce nitrogen dioxide. The Council will be obliged to undertake a statutory consultation in respect of the Plan, which will aim to reduce emissions across the city. The revised Plan will be presented to Committee after the summer recess prior to commencing

							consultation.
8	05-03-19	<a href="#"><u>Electric Vehicle Business Case: Implementation Plan</u></a>	Note that further progress reports will be submitted to Committee.	Executive Director of Place Lead Officer: Gavin Brown <a href="mailto:gavin.brown@edinburgh.gov.uk"><u>gavin.brown@edinburgh.gov.uk</u></a>	March 2022		This is included on the agenda on 31 March 2022.  Previous update <a href="#"><u>22 April 2021 and 14 October 2021</u></a>
9	18-03-19	<a href="#"><u>Neighbourhood Environment Programme and Community Grants Fund</u></a>  (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 <a href="mailto:david.wilson@edinburgh.gov.uk"><u>david.wilson@edinburgh.gov.uk</u></a>	December 2022		
10	28-03-19	<a href="#"><u>Motion by Councillor Jim Campbell – Strategic Transport Analysis North West Locality</u></a>	To report back to the North West Locality Committee in one cycle setting out a strategic transport analysis of the North West Locality area.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk"><u>daisy.narayanan@edinburgh.gov.uk</u></a>	Ongoing		This action is being progressed with other activities in the area. Engagement with the local Community

		(referral from the North West Locality Committee)					Councils is planned to begin in late November 2021.
	20-06-19	<a href="#">Public Transport Priority Action Plan Update</a>	<p>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.</p>	<p>Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a></p>	February 2020		<p><b>Closed 1 October 2020</b></p> <p>An update on the A90 was included in the Business Bulletin on <a href="#">27 February 2020</a>.</p>
			<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</p>		Autumn 2022		

			and appropriate external organisations including the access panel Edinburgh Access Panel and will be brought back to Committee for approval				
			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.		October 2020	October 2020	<b>Closed 1 October 2020</b> This was raised in the draft City Mobility Plan. The consultation results were on the agenda for Committee on 1 October 2020.
12	20-06-19	<b>Presentation by Lothian Buses</b>	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 <a href="mailto:victoria.baillie@edinburgh.gov.uk">victoria.baillie@edinburgh.gov.uk</a>	January 2022	January 2022	<b>Closed 27 January 2022</b> This information is due to be circulated in advance of Committee on 27 January 2022.

13	12-09-19	<a href="#">Strategic Review of Parking – Review Results for Areas 4 and 5 and Proposed Implementation Strategy</a>	<p>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 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>	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	December 2022		This action links to City Mobility Plan and City Plan 2030.
					January 2021		<p><b><u>Closed 29 January 2021</u></b> An update on Strategic Review of Parking was included on the agenda on 28 January 2021.</p>

11-10-19

[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: Daisy Narayanan  
[daisy.narayanan@edinburgh.gov.uk](mailto:daisy.narayanan@edinburgh.gov.uk)

February 2020

December 2022

27 February 2020

**Closed 1 October 2020**  
This report was considered by Committee on [27 February 2020](#).

An update was included in the Business Bulletin for Committee on [27 January 2022](#). The information requested in this action will be incorporated into the final report on the consultation.

			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	<b>Closed 1 October 2020</b> This report was considered by Committee on <a href="#">27 February 2020</a> .
Page 40 <sup>5</sup>	11-10-19	<a href="#">Motion by Councillor Miller – Safe Cycle Journeys to School</a>	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: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	November 2021	November 2021	<b>Closed 11 November 2021</b> This has been incorporated into the Travelling Safely programme
			2. To agree that a written update which would clearly set out how the deputation's concerns could be addressed would be circulated to the deputation, the committee and the local ward councillors.		January 2022	January 2022	<b>Closed 27 January 2022</b> This is included in the Business Bulletin for Committee on 27 January 2022.
16	05-12-19	<a href="#">Transport and Environment Committee Business Bulletin</a>	1. To agree to discuss development plans for the Lothianburn Park and Ride with planning officers.	Executive Director of Place Lead Officer: Stuart Lowrie <a href="mailto:Stuart.Lowrie@edinburgh.gov.uk">Stuart.Lowrie@edinburgh.gov.uk</a>	October 2020	October 2020	<b>Closed 1 October 2020</b> 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 <a href="mailto:Alan.Simpson@edinburgh.gov.uk">Alan.Simpson@edinburgh.gov.uk</a>	August 2020	August 2020	<b>Closed 1 October 2020</b> 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 <a href="mailto:Stacey.Monteith-Skelton@edinburgh.gov.uk">Stacey.Monteith-Skelton@edinburgh.gov.uk</a>	April 2021	April 2021	<b>Closed 22 April 2021</b> 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.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	December 2022		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	Lead Officer: Gavin Brown <a href="mailto:gavin.brown@edinburgh.gov.uk">gavin.brown@edinburgh.gov.uk</a>	April 2021		<b>Closed 22 April 2021</b> This was provided in the

			removal or displacement of signage was an offence.				Business Bulletin on 22 April 2021.
17	05-12-19	<a href="#"><u>Progress Update on Edinburgh St James' GAM Works</u></a>	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 <a href="mailto:david.cooper@edinburgh.gov.uk"><u>david.cooper@edinburgh.gov.uk</u></a>	December 2022		An update on this was included in the Business Bulletin on <a href="#"><u>22 April 2021</u></a> .
18	05-12-19	<a href="#"><u>Kirkliston and Queensferry Traffic and Active Travel Study</u></a>	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 <a href="mailto:david.sinclair@edinburgh.gov.uk"><u>david.sinclair@edinburgh.gov.uk</u></a>	October 2022		An update is included in the Business Bulletin on 31 March 2022.  Previous update <a href="#"><u>14 October 2021</u></a> .
19	05-12-19	<a href="#"><u>Gilmore Place Driveway Parking Overhanging Footway – Response to Motion</u></a>	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 <a href="mailto:gavin.brown@edinburgh.gov.uk"><u>gavin.brown@edinburgh.gov.uk</u></a>	March 2022		An update is included in the Business Bulletin for Committee on 31 March 2022.

	27-02-20	<p><a href="#">Edinburgh Low Emission Zone - regulations and guidance consultation response and programme update</a></p>	<p>1. To agree that officers would provide an interim briefing partway through the development process and any questions would be sent to the Convener.</p>	<p>Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a></p>	June 2021	August 2021	<p><b>Closed 19 August 2021</b> This was reported to Committee in June 2021.</p>
			<p>2. To agree that Action Plan on air quality would be updated and to agree that details of the contents of the report would be embedded in the update.</p>		By December 2022		<p>This action plan is currently being updated. The annual 2021 Air Quality Annual Progress Report was reported to Committee on <a href="#">27 January 2022</a> and an update on the LEZ is included in the papers for Committee on 31 March.</p> <p>It is also intended that, if approved, the LEZ will constitute a significant action in the forthcoming revision of the Air Quality</p>

							Action Plan to reduce nitrogen dioxide. The Council will be obliged to undertake a statutory consultation in respect of the Plan, which will aim to reduce emissions across the city. The revised Plan will be presented to Committee after the summer recess prior to commencing consultation.
21	12-11-20	<b>Motion by Councillor Miller – Cyclist Fatality</b> <a href="#">(See Agenda)</a>	<p>1) Sends sincere condolences to the family and friends of the cyclist killed in a collision at the A199 / A1140 junction on 2 November.</p> <p>2) Recognises that this is the second fatality of a cyclist at this junction within two years.</p>	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	March 2023		<p>An update is included in the Business Bulletin on 31 March 2022.</p> <p>Previous updates to Committee on <a href="#">22 April 2021</a> and <a href="#">14 October 2021</a> and <a href="#">27</a></p>

			3) Asks officers to review the provision of safe routes for people travelling by bike through this junction.				<a href="#">January 2022.</a>
22	28-01-21	<a href="#">Spaces for People Update - January 2021</a>	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.	Executive Director of Place Lead Officer: Dave Sinclair <a href="mailto:david.sinclair@edinburgh.gov.uk">david.sinclair@edinburgh.gov.uk</a>	April 2021	April 2021	<b>Closed 22 April 2021</b> The overhead narrow hoarding at this location has now been removed and grater space is available for safer pedestrian movement over this limited restriction.
			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		January 2022	January 2022	<b>Closed 27 January 2022</b> Funding for measures to have a positive impact on walking, wheeling and cycling (e.g. dropped kerbs) was included in the Active Travel Investment

							Programme approved by Committee on 14 October 2021.
			3) Officers are asked to consider ways in which Silverknowes Road designs could take account of the desire for a direct and intuitive route		April 2021	April 2021	<p><b>Closed 22 April 2021</b></p> <p>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.</p> <p>The new route on Silverknowes Place is only 100m longer and directs less able cyclists to a safer Zebra crossing point, avoiding the roundabout.</p>

							Confident cyclists can still use the main road if appropriate.
23	28-01-21	<a href="#">Strategic Review of Parking – Results Phase 1 Consultation and General Update</a>	<p>1) To request that officers explore the issue of a key workers permit and report back to Committee with a written response.</p>	<p>Executive Director of Place Lead Officer: Gavin Brown <a href="mailto:gavin.brown@edinburgh.gov.uk">gavin.brown@edinburgh.gov.uk</a></p>	November 2021	January 2022	<p><b>Closed 27 January 2022</b></p> <p>This was reported to Committee on <a href="#">11 November 2021</a>.</p>
			<p>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.</p>		November 2021	October 2021	<p><b>Closed 14 October 2021</b></p> <p>This has now been completed.</p>
			<p>3) Agrees to introduce garage permits as set out in para 4.30, with monitoring and feedback from businesses and residents in these locations reported back to committee in 18 months of implementation within any update report on</p>		June 2023		

			the strategic review of parking				
24	28-01-21	<a href="#">2020 Air Quality Annual Progress Report</a>	<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 new plan as previously agreed by committee</p>	<p>Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a></p>	January 2022	January 2022	<p><b>Closed 27 January 2022</b></p> <p>An update was included in the Business Bulletin on <a href="#">17 June 2021</a></p>
			<p>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.</p>		June 2021	June 2021	<p><b>Closed 17 June 2021</b></p> <p>A report on the Low Emission Zone Preferred Scheme was included on the agenda for Committee on</p>



							17 June 2021.
25	19-02-21	<a href="#">City Mobility Plan</a>	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: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	June 2021	June 2021	<b>Closed 17 June 2021</b>  This information was included in the Business Bulletin on June 2021.
			2) Calls for officers to reflect development of national transport strategy and priorities at the first major review of the City Mobility Plan	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	Summer 2022		
26	22-04-21	<a href="#">Business Bulletin – Climate Risk Assessment</a>	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 <a href="mailto:gareth.barwell@edinburgh.gov.uk">gareth.barwell@edinburgh.gov.uk</a>	June 2021	June 2021	<b>Closed 17 June 2021</b>  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	Executive Director of Place Lead Officer: Gareth Barwell <a href="mailto:gareth.barwell@edinburgh.gov.uk">gareth.barwell@edinburgh.gov.uk</a>	Summer 2022		This is currently being progressed

			assessment.	<a href="http://.gov.uk">.gov.uk</a>			
			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: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	August 2021	October 2021	<b>Closed 14 October 2021</b>  This briefing note was circulated in August 2021.
			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: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	August 2021	August 2021	<b>Closed 19 August 2021</b>  An update report on this is included on the agenda for Committee in August 2021.
			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 <a href="mailto:Gavin.brown@edinburgh.gov.uk">Gavin.brown@edinburgh.gov.uk</a>	October 2021	January 2022	<b>Closed 27 January 2022</b>  This briefing note was circulated to relevant stakeholders and ward Councillors.

			<p>6) To agree to clarify whether the online reporting of close passes was a legislative matter or a matter of funding</p>	<p>Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a></p>	<p>November 2021</p>	<p>November 2021</p>	<p><b>Closed 11 November 2021</b></p> <p>The Safety Camera Partnership can report speeding offences to the Procurator Fiscal and the evidence required for this has been agreed. Other incidents can be reported by the Partnership to Police Scotland but need the same standard of evidence and the offences would then be investigated and reported to the Procurator Fiscal by either Divisional Police or Road Policing officers, as there is not an agreement on this to come</p>
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						<p>directly from the partnership.</p> <p>Therefore, it is a legislative reason why close passes are not progressed in this way, as the arrangement between Police Scotland and the Partnership does not cover this.</p>	
			<p>7) To agree to refer to grit bins in the forthcoming report of the Transport and Environment Committee in June 2021.</p>	<p>Executive Director of Place Lead Officer: Cliff Hutt <a href="mailto:Cliff.hutt@edinburgh.gov.uk">Cliff.hutt@edinburgh.gov.uk</a></p>	June 2021	June 2021	<p><b>Closed 17 June 2021</b></p> <p>This was included in the Winter Weather report on 17 June 2021.</p>
			<p>8) To agree to provide an update report on the Roseburn to Union Canal project.</p>	<p>Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a></p>	October 2021	October 2021	<p><b>Closed 14 October 2021</b></p> <p>An update was included in the Business Bulletin for Committee on 14 October 2021.</p>

27	22-04-21	<a href="#">Delivery of the Road Safety Improvements Programme</a>	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: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	August 2022		
28	22-04-21	<a href="#">Wardie Bay and Beach - Response to Motion</a>	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 <a href="mailto:steven.cuthill@edinburgh.gov.uk">steven.cuthill@edinburgh.gov.uk</a>	Autumn 2022		A Business Bulletin update is included on 31 March 2022.  Previous update: <a href="#">11 November 2021</a> .
29	22-04-21	<a href="#">Communal Bin Review Update</a>	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 quickly as possible to allow a degree of feedback into that across all the	Executive Director of Place Lead Officer: Andy Williams <a href="mailto:andy.williams@edinburgh.gov.uk">andy.williams@edinburgh.gov.uk</a>	January 2022	January 2022	<b>Closed 27 January 2022</b>  An update was included in the Business Bulletin on 27 January 2022.

		<p>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>				
		<p>2) Note the intention to review 'Bring Sites' and agrees that any proposal to remove specific bring sites should be subject to a</p>	<p>Executive Director of Place Lead Officer: Andy Williams <a href="mailto:andy.williams@edinburgh.gov.uk">andy.williams@edinburgh.gov.uk</a></p>	<p>Summer / Autumn 2022</p>		

			decision by the committee				
30	17-06-21	<a href="#"><u>Potential Retention of Spaces for People Measures</u></a>	<p>1) Asks officers to engage with Lanark Road local residents and the Community Council to achieve cycle speed mitigation measures as well as to reconsider parking provision where parking spaces sit outside protected cycle lanes, with a view to mitigating potential conflict and safety concerns as soon as practicable on the ground – and that these measures are reported to Transport and Environment Committee in September.</p>	<p>Executive Director of Place Lead Officer: Dave Sinclair <a href="mailto:dave.sinclair@edinburgh.gov.uk"><u>dave.sinclair@edinburgh.gov.uk</u></a></p>	October 2021	October 2021	<p><b>Closed 14 October 2021</b></p> <p>This was included in the Active Travel Measures – Travelling Safely report for Committee on 14 October 2021.</p>
			<p>2) Asks in addition that consideration should also be given to measures to reduce conflict for all Water of Leith path users and to improve winter travelling conditions in this location. Ask officers to re-examine the Lanark Road scheme and bring a report to Transport and Environment Committee in September</p>		October 2021	October 2021	<p><b>Closed 14 October 2021</b></p> <p>This was included in the Active Travel Measures – Travelling Safely report for Committee on 14 October 2021.</p>

			with cross-modal counter data to demonstrate usage for a final decision on removal of the temporary scheme or use of an ETRO, while retaining the 30mph speed limit.				
			3) 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.		October 2021	October 2021	<b>Closed 14 October 2021</b> This was included in the Active Travel Measures – Travelling Safely report for Committee on 14 October 2021.
			4) Bring a report to the September Transport and Environment Committee on options for modifications to Silverknowes Road South, including possible removal of the scheme.		October 2021	October 2021	<b>Closed 14 October 2021</b> This was included in the Active Travel Measures – Travelling Safely report for Committee on 14 October 2021.



			5) 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.		November 2021	November 2021	<b>Closed 11 November 2021</b> A report is included on the agenda for Committee on 11 November 2021.
			6) 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.		August 2021	August 2021	<b>Closed 19 August 2021</b> This is included in a report to Committee in August 2021.
			7) 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.		August 2021	October 2021	<b>Closed 14 October 2021</b> This was included in the Travelling Safely report for Transport and Environment Committee in <a href="#">August 2021</a> .

			8) 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.		November 2021	November 2021	<b>Closed 11 November 2021</b> A report is included on the agenda for Committee on 11 November 2021.
			9) 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.		October 2021	October 2021	<b>Closed 14 October 2021</b> Additional signage has been introduced at the West Harbour Road and Waterfront Avenue junction. Additional disabled bays will be included as part of the ETRO proposal
			10) Requests that detail of the ongoing liaison with Transport Scotland on the duration of these measures be reported back to				Officers are continuing discussions on this with Transport

			Committee each cycle to validate the need for the retention of the Spaces for People measures				Scotland.
31	17-06-21	<a href="#">Petitions for consideration - Pedestrianise Elm Row</a>	To agree that a report on the issues raised by the petitioner and by the Committee would be brought back to Committee.	Executive Director of Place Lead Officer: Gavin Brown <a href="mailto:gavin.brown@edinburgh.gov.uk">gavin.brown@edinburgh.gov.uk</a>	Winter 2022/23		An update is included in the Business Bulletin on 31 March 2022.
32	17-06-21	<a href="#">City Centre West to East Cycle Link and Street Improvements Project - Proposed design changes and Statutory Orders Update</a>	1) To agree that a briefing would be given to members on value engineering and the parking issues on Melville Crescent and Melville Street before the summer recess and that any issues not covered by the briefing would be raised by members to officers.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	August 2021	August 2021	<b>Closed 19 August 2021</b> A briefing note was circulated to Committee in August 2021.
			2) 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		Autumn 2022		It is proposed to report back to Committee on this project as part of a review of active travel investment to be conducted as part of, or following, the adoption of a

							new Active Travel Action Plan in Autumn 2022
33	17-06-21	<a href="#">Cammo Road – Trial Vehicle Prohibition (Road Closure)</a>	Agree that outline designs are developed and promoted as an Experimental Traffic Regulation Order (ETRO) for the trial vehicle prohibition on Cammo Road with a view to commencement by the end of 2021.	Executive Director of Place Lead Officer: Dave Sinclair <a href="mailto:dave.sinclair@edinburgh.gov.uk">dave.sinclair@edinburgh.gov.uk</a>	Summer 2022		The draft ETRO has been prepared and should be promoted in April / May 2022. After the 7 day “Notification period”, the order can be made. Once the order is made, installation of the trial should follow in 6 to 8 weeks after.
34	17-06-21	<a href="#">Funding Third Sector Delivery Partner: Changeworks Resources for Life</a>	1) To agree officers would share the KPIs with members of the Committee.	Executive Director of Place Lead Officer: Andy Williams <a href="mailto:andy.williams@edinburgh.gov.uk">andy.williams@edinburgh.gov.uk</a>	March 2022	January 2022	<b>Closed 27 January 2022</b>  This information was shared with Committee on 16 December 2021.
			2) To agree that a Business Bulletin item would be brought back on a pilot to	Executive Director of Place Lead Officer: Andy	By December 2022		Officers are continuing to investigate options for

			support reusing items rather than throwing them out.	Williams <a href="mailto:andy.williams@edinburgh.gov.uk">andy.williams@edinburgh.gov.uk</a>			reusing items. Over the course of 2022, re-use containers will be reintroduced at HWRCs for donations. Options to reuse items which have been collected as bulky uplifts are also being investigated.
Page 61	17-06-21	<b>Motion by Councillor Miller - Vision Zero</b> <b><a href="#">(See Agenda)</a></b>	<p>1) Notes that there have been 74 fatalities and 1,433 serious injuries within this authority area due to collisions during the last decade</p> <p>2) Notes the decision agreed unanimously at a meeting of full council on 25 August 2020:</p> <p>“requests that all reasonable action is taken to continue to improve road safety for cyclists including that a new Edinburgh 'Vision Zero' Road Safety</p>	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	August 2022		The Road Safety Action Plan is currently being developed and will be reported to Committee in August 2022.  Previous updates: <a href="#">11 November 2021</a> and <a href="#">27 January 2022</a> .

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) 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.

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.				
36	19-08-21	<a href="#">Active Travel Measures - Travelling Safely (Formerly Spaces for People)</a>	1) To ask officers to provide an update to members on the 'drop-kerb' reporting process.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	November 2021	January 2022	<b>Closed 27 January 2022</b>  A new online reporting form has been developed and will be published shortly. While this is outstanding, requests can be submitted to <a href="mailto:roadsoperations@edinburgh.gov.uk">roadsoperations@edinburgh.gov.uk</a> .
			2) To ask for a briefing to Transport spokespersons and Councillor Cameron on actions being taken in regard to cycle training	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	Summer 2022		This is being progressed at present.
			3) To provide more detail to members on the risk assessment which was carried out for the Drum Brae North Scheme.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	January 2022	January 2022	<b>Closed 27 January 2022</b>  This action has been completed

		4) To ask officers to discuss with Cllr Corbett concerns regarding the clarity of the Canonmills Road layout configuration and to involve Better Broughton in any discussions.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	November 2021	November 2021	<b>Closed 11 November 2021</b>  This action is now complete.
		5) To ask officers to look at accelerating the permanent crossing at Seafield Road East and Fillyside into 2022.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	November 2021	November 2021	<b>Closed 11 November 2021</b>  This was reviewed as part of the Active Travel Investment Programme review (reported to Committee on 14 October 2021) and this concluded that design and construction would be completed in 2022/23.



37	19-08-21	<a href="#"><u>George Street and First New Town - Final Concept Design and Operational Plan Update</u></a>	To agree that details of the consultants who had been engaged by the Council would be shared with members.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk"><u>daisy.narayanan@edinburgh.gov.uk</u></a>	March 2022		
38	14-10-21  <a href="#"><u>Council Minutes 15.10.21</u></a>	<a href="#"><u>Rolling Actions Log – Maintenance of Cycle and Footpaths</u></a>	1) To include the actions from the Green Amendment in the RAL that was referred from Council to Transport and Environment Committee on maintenance of cycle and foot paths (see below, motion by Cllr Webber approved with Green Amendment at Council on 15 October 2020):  'To therefore agree that council officers would consult with key stakeholders such as Lothian Buses, the Edinburgh Access Panel, Sustrans, Spokes and Living Streets and would present a draft maintenance plan for the council's footpaths, off-road paths	Executive Director of Place Lead Officer: Andy Williams <a href="mailto:Andy.williams@edinburgh.gov.uk"><u>Andy.williams@edinburgh.gov.uk</u></a>	By December 2022		An update was included in the Business Bulletin for Committee on 27 January 2022.

and on-street cycle lanes to Transport and Environment Committee within two cycles; this plan to include, but not be limited to, the following:

a) an inspection regime for routes and all physical assets associated with them, including structures, drainage, signage, interpretation panels, benches, access barriers and any artwork, and including any trees or other vegetation in the immediate vicinity of the path;

b) a timetable for proactive winter gritting and autumn leaf sweeping;

c) a timetable for proactive vegetation management, including verges and any overhanging vegetation.'

3) To engage with Edinburgh Buses on items 3 and 13.3 prior to the release of the bus timetables for next summer.

39	14-10-21	<a href="#">Business Bulletin</a>	1) To agree to add an addendum or change the online text of the Mobility Plan to reflect the clarifications that have been set out and to circulate these to Committee.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	November 2021	March 2022	<b>Recommended for closure</b>  The <a href="#">online text</a> has been updated and an update on the changes is included in the Business Bulletin on 31 March 2022.
			2) To acknowledge receipt of the photographs sent by Councillor Lang regarding the Newbridge Parking Restrictions and that officers would continue to work with local residents to resolve the issues raised.	Executive Director of Place Lead Officer: Gavin Brown <a href="mailto:gavin.brown@edinburgh.gov.uk">gavin.brown@edinburgh.gov.uk</a>	November 2021	January 2022	<b>Closed 27 January 2022</b>  An acknowledgement has been provided.
			3) To agree that officers would look at tightening links between the City Mobility Plan and the City Plan and would include an update in relevant reports.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	November 2021	November 2021	<b>Closed 11 November 2021</b>  This action has been noted for future reports.

40	14-10-21	<p><b>Motion by the Green Group – Zero Waste Hierarchy for Edinburgh World Heritage Sites</b></p>	<p>“Committee:</p> <ol style="list-style-type: none"> <li>1) Notes the UNESCO world heritage site status of the Old and New Towns of Edinburgh [<a href="https://whc.unesco.org/en/list/728">https://whc.unesco.org/en/list/728</a>] and recognises the value of this designation.</li> <li>2) Notes correspondence from residents in the New Town to the council raising concerns regarding the communal bin review project which will change arrangements for domestic waste in this area and in particular the effect on heritage.</li> <li>3) Notes that a reduction in the volume of waste presented would require fewer and/or smaller bins as well as being environmentally beneficial.</li> <li>4) Agrees that, in tandem with the communal bin review, residents should be supported and empowered to embrace the zero waste hierarchy in</li> </ol>	<p>Executive Director of Place Lead Officer: Andy Williams <a href="mailto:andy.williams@edinburgh.gov.uk">andy.williams@edinburgh.gov.uk</a></p>	January 2022	January 2022	<p><b>Closed 27 January 2022</b></p> <p>An update on this was included in the Business Bulletin for Committee on 27 January 2022.</p>
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			answer to their call for lower impact of waste on the world heritage site.”				
41	14-10-21	<a href="#"><u>Petition for consideration: Resurfacing particularly noisy cobbled streets - Learmonth Terrace, Dean Park Crescent and Comely Bank Avenue</u></a>	<ol style="list-style-type: none"> <li>1) To agree to request a report on the issues raised by the petitioner and the Committee.</li> <li>2) To agree to take any other appropriate action.</li> </ol>	Executive Director of Place Lead Officer: Sean Gilchrist <a href="mailto:sean.gilchrist@edinburgh.gov.uk"><u>sean.gilchrist@edinburgh.gov.uk</u></a>	Summer / Autumn 2022		Noise monitoring will be carried out in April 2022.
Page 69	28-10-2021	<a href="#"><u>Motion by Councillor Neil Ross – Engine Idling</u></a>	<p>Engage with NSL to discuss the potential for vehicle emission enforcement by parking attendants, in particular:</p> <ul style="list-style-type: none"> <li>• The issue of appropriately worded leaflets to remind drivers whose engines are idling of their legal obligation to switch off the engine when parked;</li> <li>• Where a driver refuses to co-operate, the issue a</li> </ul>	Executive Director of Place Lead Officer: Gavin Brown <a href="mailto:Gavin.brown@edinburgh.gov.uk"><u>Gavin.brown@edinburgh.gov.uk</u></a>	August 2022		An update is included in the Business Bulletin on 31 March 2022.

			<p>Fixed Penalty Notice of £20; and</p> <ul style="list-style-type: none"> <li>To report on the result of the discussions within two cycles to the Transport and Environment Committee</li> </ul>				
43	11-11-21	<b>Active Travel Measures – Travelling Safely Updates</b>	To request a particular focus from officers to monitor the impact of the proposed changes to the active travel and public transport environment across the area that includes Braid Road and Comiston Road and to report back to the Transport and Environment Committee within one year.	<p>Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:Daisy.narayanan@edinburgh.gov.uk">Daisy.narayanan@edinburgh.gov.uk</a></p>	November 2022		
44	11-11-21	<b>City Mobility Plan – Mode Share Targets</b>	<p>1) To approve the target of 30% reduction in car kms as set out in the appended Technical Note.</p> <p>2) To note that the mode share targets would continue to be reviewed as part of the City Mobility Plan review cycle to ensure they were realistic, deliverable</p>	<p>Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:Daisy.narayanan@edinburgh.gov.uk">Daisy.narayanan@edinburgh.gov.uk</a></p>	Summer/Autumn 2022		An update is included in the Business Bulletin on 31 March 2022.

Page 74			<p>and ambitious.</p> <p>3) To recognise the complexity of establishing individual mode share targets and committed to working with key stakeholder groups such as Living Streets and Spokes to review and refine individual mode share targets which would support the shift towards sustainable transport. These were to be reported to Transport and Environment Committee by March 2022.</p>				
75	11-11-21	<p><b>Motion by Councillor Lang – Edinburgh Recycling Centres</b></p>	<p>1) To note that an online booking system was introduced for Edinburgh recycling centres in June 2020 to ensure they could be reopened safely following the COVID-19 related closure.</p> <p>2) To note the comments from the Transport and Environment Convener at the September 2020 meeting of the Council where she confirmed it</p>	<p>Executive Director of Place Lead Officer: Andy Williams <a href="mailto:Andy.williams@edinburgh.gov.uk">Andy.williams@edinburgh.gov.uk</a></p>	March 2022		<p>This report is included on the agenda for Committee on 31 March 2022.</p>

would be for the Transport and Environment Committee to decide whether to maintain the booking system on a long-term basis.

3) To recognise that the appointment booking system had been warmly welcomed by staff who had experienced calmer, better working conditions as a result with reduced instances of aggression; that the system appeared to work very well, reducing queuing time for residents and ensuring a more even use of the recycling sites throughout the day. The social distancing that this system more easily provided was also still considered important for the ease of both staff and residents.

4) To note that initial concerns from residents during the early period of implementation had abated considerably over time and that onsite staff reported



plentiful positive comments from the public focussing on a preference for the new system, that they could have access sites more easily without queuing and that they could complete visits faster than previously

5) To note that it had helped prevent the use of recycling centres by non-Edinburgh residents or businesses which had previously been an operational concern and cost.

6) To note that the cost of implementing the system was only £7,500 and recognised the long term value of this Covid response to longer term waste operations.

7) To note that since the appointments system was adopted over 740,000 bookings had taken place to date.

8) To note that it would maybe be possible to expand some capacity

			<p>using the appointments system at some or all three recycling sites and requested a report to the Transport and Environment Committee in March 2022 which would outline this and describe operational impacts of the new method of working.</p> <p>9) To request that the report also provided officer recommendations on whether the system should be retained for Committee decision.</p>				
46	11-11-21	<a href="#">Rolling Actions Log – Use of Camera Footage</a>	To explore opportunities to keep dialogue open between safety partners on the use of camera footage.	<p>Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a></p>	Summer 2022		
47	11-11-21	<a href="#">Business Bulletin</a>	1) To agree that officers would carry out an inspection and fix the broken step at Golden Acre Steps as appropriate.	<p>Executive Director of Place Lead Officer: Sean Gilchrist <a href="mailto:sean.gilchrist@edinburgh.gov.uk">sean.gilchrist@edinburgh.gov.uk</a></p>	June 2022		The majority of repairs have been carried out. One step still requires a repair and will be scheduled as

							soon as possible.
			2) To provide an update on road crossings and when they will be completed to a future Committee.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	Summer 2022		
			3) To provide an update on the Wardie Bay and assurance that the date of completion will be upheld.	Executive Director of Place Lead Officer: Steven Cuthill <a href="mailto:steven.cuthill@edinburgh.gov.uk">steven.cuthill@edinburgh.gov.uk</a>	March 2022		An update is included in the Business Bulletin on 31 March 2022.
Page 75			4) To provide an update after consultation with the Scottish Government on the ETRO process.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	Summer 2022		
			5) To provide and update on the Low Emission Zone.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a>	March 2022		A report has been prepared for Committee on 31 March 2022

48	11-11-21	<b>Edinburgh Cycle Hire Scheme – Future Delivery and Interim Community Initiatives</b>	<p>1) To note the current position on the Edinburgh Cycle Hire Scheme (ECHS) and the proposed short and medium-term mitigating measures set out in the report.</p> <p>2) To agree to the establishment of a project team to take forward a detailed assessment of proposed objectives for a new scheme in the medium to long term, with the outcome being reported to Committee as early as possible.</p> <p>3) To approve funding to support the short-term mitigating measures, as detailed in paragraph 4.14 of the report.</p>	<p>Executive Director of Place  Lead Officer: Daisy Narayanan  <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a></p>	Autumn 2022		
49	11-11-21	<b>Waste and Cleansing Services Performance Update</b>	<p>1) To note the contents of the report including the activities and dependencies outlined within the report and the progress made towards these.</p> <p>2) To note that tipping and dumping in Edinburgh</p>	<p>Executive Director of Place  Lead Officer: Andy Williams  <a href="mailto:Andy.williams@edinburgh.gov.uk">Andy.williams@edinburgh.gov.uk</a></p>	August 2022		

			<p>had increased year-on-year since 2017, and that this was selfish and anti-social behaviour blighted many communities, as it did in local authority areas across Scotland.</p> <p>3) To note that dealing with tipping and dumping consumed significant council resources, and that this money could be better invested elsewhere.</p> <p>4) To request a report within three cycles which detailed the extent of the problem, identifying hotspots and to make clear what options were available to deal with this problem, including the bulky household uplift service.</p>				
50	<p>Council 25-11-21 <u>(See agenda)</u></p>	<p><b>Motion by Councillor Neil Ross - Call for Action on Zebra Markings for Side Streets</b></p>	<p>1) To note the national call for authorisation from central government to use zebra markings for side streets. The joint statement had been signed by Living Streets, British Cycling, Guide Dogs, the Campaign for Better Transport, The</p>	<p>Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a></p>	<p>March 2022</p>		<p>A report is included for Committee on 31 March 2022</p>

Ramblers, Sustrans and Playing Out as well as motoring body The AA.

2) To recognise that, in the face of the global climate crisis and worsening obesity and physical inactivity levels, the need to enable millions more people across the nation to make local journeys on foot was not a choice but an absolute necessity.

3) To note that Greater Manchester Council had published new evidence showing that zebra markings on side roads led to drivers giving way 30% more than where there was no marking and was asking for permission to roll out a large-scale trial of zebra markings at side roads.

4) To note that the Danish city of Aarhus was to trial 3D zebra style crossings.

5) To note that new YouGov polling data

published and commissioned by Living Streets had found that:

- **83%** of adults would feel more confident crossing the road with zebra markings
- **29%** of adults have been hit or had a near miss at a side road
- **65%** of adults think the UK government should authorise zebra markings on side roads
- **76%** of parents of 4-11-year-olds would feel safer about their child walking to school (or allowing them to walk independently) if there were zebra crossings on side roads
- **76%** would also be more likely to walk to school if there were zebra crossings at side roads

6) To note that the proposed side road zebra markings - that did not use expensive Belisha Beacons or zigzags - were in

common use across the world to give greater priority to pedestrians when crossing quieter roads. They were also in widespread use across the UK in supermarket car parks and airports and were already authorised for use on protected cycle tracks. The crossings typically cost around £1,000 compared to £40,000 for a zebra crossing with Belisha Beacons.

7) To request that the Convener of the Transport and Environment write to the Scottish Government ministers responsible for Transport and Active Travel to:

- highlight the benefits to pedestrians of zebra markings for side streets;
- ask for authorisation, if necessary in conjunction with the UK Government, for the Council to implement zebra markings for side streets; and



- report to the Transport and Environment Committee within two cycles to provide details of the correspondence with the Minister, including the response received from the Minister and details of any progress made.

8) To recognise that discussions had already taken place with officers on this topic as the Coalition acknowledged this wider campaign and the benefits that zebra crossings of this nature could bring to Edinburgh's residents. Councillor Watt had, for example, already requested a pilot in her ward.

9) To request that officers investigate the potential to set up a trial of zebra markings on side streets in Edinburgh, learning from the trials in Manchester and Aarhus. Suitable trial locations should be identified by taking into account other planned road changes and

			<p>related aspects of the City Mobility Plan, with engagement with local Ward Councillors and Community Councils. This report should be prepared with the intent of returning to the Transport and Environment Committee within two cycles (March 2022) setting out the possibilities for positive action on this topic.</p>				
Page 82	<p>Council 16-12-21 (See agenda)</p>	<p><b>Motion by Councillor Burgess – Household Recycling Charter</b></p>	<p>1) To note that the Scottish Government and CoSLA agreed a Household Recycling Charter that aimed to bring more consistency to recycling services; <a href="https://www.zerowastescotland.org.uk/content/charterhousehold-recycling">https://www.zerowastescotland.org.uk/content/charterhousehold-recycling</a>.</p> <p>2) To note that many of Scotland’s leading councils had signed up to the Charter.</p> <p>3) To note that the Charter was a declaration of an intent to provide</p>	<p>Executive Director of Place Lead officer: Andy Williams <a href="mailto:Andy.williams@edinburgh.gov.uk">Andy.williams@edinburgh.gov.uk</a></p>	<p>March 2022</p>		<p>A report is presented for Committee on 31 March 2022.</p>

services that delivered local and national benefits, encouraging high-levels of citizen participation in waste prevention, recycling and reuse.

4) To note that under the Charter signatories commit:

i) To improve our household waste and recycling services to maximise the capture of, and improve the quality of, resources from the waste stream, recognising the variations in household types and geography to endeavour that our services meet the needs of all our citizens.

ii) To encourage our citizens to participate in our recycling and reuse services to ensure that they are fully utilised.

- iii) To operate our services so that our staff are safe, competent and treated fairly with the skills required to deliver effective and efficient resource management on behalf of our communities.
- iv) To develop, agree, implement and review a Code of Practice that enshrines the current best practice to deliver cost effective and high-performing recycling services and tell all of our citizens and community partners about both this charter and the code of practice.
- 5) To note that Scottish Ministers agreed to work in partnership with signatories and their representatives to support the delivery of

these commitments.

6) To recognise that these commitments and the actions to achieve them were in line with Council ambitions for household recycling but that there were aspects of the Charter, as outlined in 4(iv), that could be difficult to implement in Edinburgh, notably the need to increase the number of bins each household receiving kerbside collections would require, but to request a short report outlining those challenges to the Transport and Environment Committee within two cycles. This should include a recommendation on whether the Council should sign the Charter and what the implications would be for the services it currently provided to residents, as well as a clear indication of how it already met the objectives of the Charter.

52	Council 16-12-21 (See agenda)	<b>Motion by Councillor Howie – Cameron Toll Bridge Strikes</b>	<p>1) To note that bridge strikes had occurred ever since the bridge was too low and vehicles, mainly lorries, became too big to pass underneath it, which took us back to sometime in the last century.</p> <p>2) To note that history of bridge strikes was unknown as council did not retain relevant statistics including casualty figures or costs, and that previous reviews and improvements had failed to stop the bridge strikes.</p> <p>3) To note vehicles striking the bridge, mainly HGVs, usually toppled over and thereby posed a risk to both pedestrians and other road users, including cyclists.</p> <p>4) To note further collisions in September and November 2021 involving HGVs failing to navigate the railway bridge at Cameron Toll with consequential damage, risk to life and</p>	Executive Director of Place Lead Officer: Stephen Knox <a href="mailto:Stephen.knox@edinburgh.gov.uk">Stephen.knox@edinburgh.gov.uk</a>	Summer 2022		
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- delay.
- 5) To therefore express a desire to reduce the number of bridge strikes to zero.
  - 6) To agree to request information from Police Scotland and Network Rail identifying any Council actions that could help mitigate the potential for instances like this and report back to Transport and Environment Committee, as appropriate with any updated information or further actions the Council could take while retaining the essential objective of no more bridge strikes and, therefore, preventing casualties.

53	27-01-22	<a href="#">Business Bulletin – Communal Bin Review</a>	<ol style="list-style-type: none"> <li>1) To circulate the communal bin review to members of the Committee</li> <li>2) To circulate a written follow up from Parks on Temporary Public Convenience Measures</li> <li>3) To provide a briefing note on additional compact sweeper; to provide information on why the strip of paths being cleared is 1m rather than 2m strip and to provide a briefing on the timescale of maintenance to Committee in relation to Maintenance of Paths and Cycleways</li> <li>4) To remove signage of public toilets that are no longer in use.</li> <li>5) To otherwise note the business bulletin.</li> </ol>	<p>Executive Director of Place Lead Officer: Andy Williams</p> <p><a href="mailto:Andy.williams@edinburgh.gov.uk">Andy.williams@edinburgh.gov.uk</a></p>	February 2022		<p><b>Decision 1) recommended for closure -</b></p> <p>This briefing note was circulated to members on 9 February 2022.</p>
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54	27-01-22	<a href="#"><u>Petition for Consideration: Improve the original/current traffic calming measures at 60 Spylaw Road, Edinburgh, to make them fit for purpose for this 20mph school and kindergarten zone</u></a>	To request a further report from the Executive Director of Place on the matter.	Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk"><u>daisy.narayanan@edinburgh.gov.uk</u></a>	Autumn 2022		
Page 89	27-01-22	<a href="#"><u>Rolling Actions Log – Strategic Review of Parking Consultation and Timescales and Trial Closure of Cammo Road</u></a>	1) To provide a briefing note on the consultation and timescales to Committee on the Strategic Review of Parking.	Executive Director of Place Lead Officer: Gavin Brown <a href="mailto:Gavin.brown@edinburgh.gov.uk"><u>Gavin.brown@edinburgh.gov.uk</u></a>	Summer 2022		An update will be shared with Committee in advance of the meeting on 31 March 2022 or at the meeting itself.
			2) To provide a briefing note on the Trial Closure of Cammo Road explaining why this may be delayed to summer 2022.		March 2022		
56	27-01-22	<a href="#"><u>Low Emission Zone – Carbon Impact</u></a>	1) To note that this report responds to the actions approved by Committee on 26 October 2021 and follows Committee	Executive Director of Place Lead Officer: Daisy Narayanan	April 2022		A meeting was held with the local elected members and representatives

approval of the preferred Low Emission Zone scheme for consultation (the Scheme), on 17 June 2021.

2) To note that Low Emission Zones (LEZs) cannot directly reduce vehicular carbon dioxide (CO<sub>2</sub>) emissions within Scotland's current LEZ structures. Managing demand, decarbonisation and modal shift will reduce CO<sub>2</sub>.

3) To note that after further consideration of consultation feedback and emission modelling undertaken by Scottish Environment Protection Agency (SEPA) since October, no changes to the Scheme boundary or grace period could be justified, in relation to CO<sub>2</sub> emission reductions.

4) To agree to proceed with the Scheme and to publish it for a period of 28-days as per statutory requirements.

[daisy.narayanan@edinburgh.gov.uk](mailto:daisy.narayanan@edinburgh.gov.uk)

of the parent council from Preston Street Primary School on 9 March 2022 to further discuss proposals for improvements around the school. A briefing note is being prepared for circulation as soon as possible.

5) To approve further design and delivery of the Scheme, including its Network Management Strategy, to meet the national timeline agreed between the four cities and the Scottish Government.

6) To note that the recently published Cleaner Air for Scotland 2 strategy agrees to explore opportunities for promoting zero carbon city centres within Scotland's LEZ structure by 2026. The Council's 2030 Climate Strategy agrees to explore this from 2022/23.

7) To thank officers for the considerable work to evaluate the carbon impact of the proposed LEZ.

8) To note that, as per paragraph 4.5, future euro standards are expected to include measures based on CO2 emissions, and committee therefore agrees that when new euro standards are agreed

council officers will begin the process to evaluate making changes to vehicles permitted within the Low Emission Zone and report this to committee.

9) To note that feedback received in the consultation showed some misconceptions of the LEZ scope and of LEZ support funds, therefore committee agrees the Council's public communications should ensure greater public understanding of which vehicles are affected and what support funding is available to people impacted.

10) To thank the Preston Street Primary School community for their engagement and input into the Low Emission Zone designs, welcomes the suggested measures proposed by the community and agrees that officers put in place traffic level and air quality monitoring around the school and consider how

the following could be applied:

- Permanent widening of pavements around school to make a buffer from the road and reduce crowding
- Reduce the number of lanes approaching school northbound on Dalkeith Road to two lanes
- Reposition the bus stop on Dalkeith Road to position away from the school
- Enforcement of parking restrictions around school during key times  
Prioritisation of traffic signalling around school pick/up and drop off times to pedestrians
- Introduction of additional traffic calming measures around school.

11) To request a members' briefing as soon as possible and agree to bring a report to Committee

			once significant progress had been made.				
57	27-01-22	<a href="#">Kirkliston Junction Reconfiguration</a>	<p>1) To note the report previously considered at this Committee on 5 December 2019 relating to the junction.</p> <p>2) To note the historic improvements implemented at this junction in 2005 and ongoing timing improvements undertaken by Council officers.</p> <p>3) To note the proposed junction signals improvement works required for a nearby housing development which were expected to be completed in 2022.</p> <p>4) To note the intention to undertake journey time assessments before and after the implementation of the improvements works and agrees this comparison data should be made available to the Committee by way of a business bulletin update once available.</p>	<p>Executive Director of Place Lead Officer: Gavin Brown <a href="mailto:Gavin.brown@edinburgh.gov.uk">Gavin.brown@edinburgh.gov.uk</a></p>	Early 2023		

58	27-01-22	<p><a href="#"><u>Progress Report on the 'Vision for Water Management' and Operational Management of Roads Drainage Infrastructure</u></a></p>	<ol style="list-style-type: none"> <li>1) To note progress on the implementation of the Vision for Water Management.</li> <li>2) To note the progress on the Green Blue Network project to date.</li> <li>3) To note that a dedicated multi-disciplinary in-house team would be required to progress the recommendations which fell to the Council and that officers were working on the development of plans for this team.</li> <li>4) To note the proposal to commence operational roads drainage meetings with Scottish Water in 2022, as well as an updated process for recording and monitoring blocked gullies.</li> <li>5) To ask the Executive Director of Place to prepare a gully recovery programme that identified the organisation and resources required to deliver an efficient proactive and reactive maintenance</li> </ol>	<p>Executive Director of Place Lead Officer: Cliff Hutt</p> <p><a href="mailto:Cliff.hutt@edinburgh.gov.uk"><u>Cliff.hutt@edinburgh.gov.uk</u></a></p>	<p>Summer 2022</p>		<p><b>Decision 6) recommended for closure</b> – The response was circulated on 1 February 2022.</p>
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regime to minimise flooding risks due to any gully issues within the control of this Council.

6) To agree that officers would circulate the response from Scottish Government on funding for drainage infrastructure and flood prevention.

7) To agree that officers would provide an update on the outcome of discussions with heritage and planning colleagues on planning permission required for conservation area and heritage properties to make them watertight.

8) To agree that officers would look at improving communications to residents.

9) For clarity, expects the dedicated multi-disciplinary in-house approach to include provision for regular road / gutter clearing, to minimise the build-up of any detritus that might restrict the



			<p>efficiency / effectiveness of the drainage networks that support our pavements, paths or roads.</p> <p>10) Expects that costed options to achieve the above would be available to inform the 2022/23 budget debate.</p> <p>11) To require a follow-up report, less this important topic be lost, to this Committee (or any successor Committee) following the formation of a new Council after the forthcoming local elections and in light of any new budget provisions.</p> <p>12) To approve the discharge of motions on drainage and flooding from the Council meeting in August 2021.</p>				
59	27-01-22	<a href="#">National Litter and Fly-Tipping Strategy Consultation Response</a>	1) To approve the draft response to the Consultation on the National Litter and Fly-Tipping Strategy.	Executive Director of Place Lead Officer: Andy Williams <a href="mailto:Andy.williams@edinburgh.gov.uk">Andy.williams@edinburgh.gov.uk</a>	March 2022	March 2022	<b>Recommended for closure</b>  Final consultation response circulated on 22

			2) To agree that the final consultation response would be circulated to Committee once it had been submitted.				March 2022.
60	27-01-22	<a href="#">Place Directorate Internal Audit Actions</a>	<p>1) To note the progress made on the overdue Internal Audit management actions relating to the services within the remit of this Committee.</p> <p>2) To note that there were audit actions which had been agreed corporately, which services which sit within the remit of this Committee were working on.</p> <p>3) To agree to receive a report at the next Committee meeting detailing any further recently closed actions and setting out in detail how any remaining actions could be closed before the end of April 2022; Committee notes there were seven actions still open.</p>	<p>Executive Director of Place Lead Officer: Gareth Barwell</p> <p><a href="mailto:Gareth.barwell@edinburgh.gov.uk">Gareth.barwell@edinburgh.gov.uk</a></p>	March 2022		This is included in an update report for Committee on 31 March 2022

			<p>4) To note that repeated requests for action and assurance from the Senior Leadership Team that closing Overdue Audit Actions was being given extra priority and additional resources had failed to result in the desired change and to agree that any failure to close overdue actions by the end of April should be considered through the Council's Performance Management processes.</p>			
27-01-22	<p><b>Emergency Motion by Councillor Burgess – Sciennes Primary Playground on Sciennes Road</b></p>	<p>1) Notes the longstanding and ongoing challenge of providing adequate playground space for children at Sciennes Primary School and that this motion has been submitted on behalf of all four Southside-Newington ward councillors with the support of Sciennes Parent Council.</p> <p>2) Notes that because building works at Sciennes primary school have required use of the existing</p>	<p>Executive Director of Place Lead Officer: Daisy Narayanan <a href="mailto:daisy.narayanan@edinburgh.gov.uk">daisy.narayanan@edinburgh.gov.uk</a></p>	31 March 2022		<p>Following a meeting with Elected Members and representatives of the Parent Council on 23 February 2022 a briefing note is being prepared for circulation by the end of March 2022.</p>

playground for portacabins, agreement has been reached with the Council to extend the play area into Sciennes Road in front of the school on a temporary basis and that this has been implemented, with some actions outstanding.

3) Notes that with the move of the Royal Hospital for Sick Children to Little France, it has been possible to close Sciennes Road to vehicular traffic without significant disruption to traffic flows, although passage of pedestrians and cyclists through the new play area has been maintained, resulting in some concern over welfare of pupils and the need for additional school staff to be present while the play area is in use.

4) Requests that in the meantime, while a permanent closure is investigated, that all practical measures are taken to make the

			<p>temporary, partial closure safe and secure for children, including signage and road painting as previously agreed, and also exploring closing the road to pedestrians and cyclists during the use of the play area during school time.</p> <p>5) Requests that appropriate Council officers meet with ward councillors and parent council representatives as soon as possible to progress this matter and that a members' briefing is provided to this Committee and ward councillors by the end of March.</p>				
62	<p>Council 17-03-22 (See agenda)</p>	<p><b>Motion by Councillor Staniforth – Updating the Taxicard Scheme</b></p>	<p>“Council notes</p> <p>1) That the Edinburgh Taxicard scheme is intended to improve mobility access to those who have difficulty accessing public transport owing to disability.</p> <p>2) That the card is valid for up to 104 journeys a year and means that for the first £5 of any journey the</p>	<p>Executive Director of Place Lead Officer: Gavin Brown <a href="mailto:Gavin.brown@edinburgh.gov.uk">Gavin.brown@edinburgh.gov.uk</a></p>	Spring 2023		

holder only pays £2, effectively making it a £3 subsidy on virtually any journey.

3) That neither number of journeys allowed nor the size of the discount has been updated since the scheme's instigation. The latter meaning that the card has lost a great deal of value in real terms in the intervening years.

4) Notes the engagement and consultation with stakeholders already planned as part of the review of the Taxicard service and that recommendations relating to this review will be reported to Transport and Environment Committee in Spring 2023.

5) Agrees that briefings will be provided by officers to parties as part of the next budget process on options for consideration.

63	Council 17-03-22 (See agenda)	<b>Motion by Councillor Douglas – Review of Stadium Parking</b>	<p>“Council:</p> <p>1) Notes that alongside the second phase of the Strategic Review of Parking, council officers were investigating the possibility of introducing controlled parking areas around stadiums in Edinburgh on days when large events were taking place.</p> <p>2) Appreciates that this is a pressing issue for many residents who are adversely affected by the huge influx of parked vehicles around their homes during these events.</p> <p>3) Understands that as part of the administration’s decision to carry out further engagement on the Strategic Review of Parking until Autumn 2022, plans for a potential stadium permit were delayed in order to retain the joined up approach.</p> <p>4) Agrees to continue with the Strategic Review of Parking including stadium</p>	Executive Director of Place Lead officer: Gavin Brown <a href="mailto:Gavin.brown@edinburgh.gov.uk">Gavin.brown@edinburgh.gov.uk</a>	Autumn 2022		
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			<p>parking, so that changes to parking are coordinated.</p> <p>5) Calls for the next report from officers on the Strategic Review of Parking to include comment on how stadiums and Council could work in partnership to increase the number of people choosing sustainable transport to events, in advance of implementation of changes to car parking.</p>				
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# Business bulletin

## Transport and Environment Committee

10.00am, Thursday, 31 March 2022

Virtual Meeting, via Microsoft Teams

# Transport and Environment Committee

Convener:	Members:	Contact:
<p>Councillor Lesley Macinnes (Convenor)</p>  <p>Councillor Karen Doran (Vice-Convenor)</p> 	<p>Councillor Eleanor Bird            Councillor Steve Burgess            Councillor Maureen Child            Councillor Graham Hutchison            Councillor David Key            Councillor Kevin Lang            Councillor Claire Miller            Councillor Stephanie Smith            Councillor Iain Whyte</p>	<p><a href="#">Alison Coburn</a>            Operations Manager</p> <p><a href="#">Lesley Birrell</a>            Committee Services</p> <p><a href="#">Taylor Ward</a>            Committee Services</p>

Recent news	Background
<p><b>Short Term Improvements at Portobello High Street/Inchview Terrace/Sir Harry Lauder Road Junction - Update</b></p> <p>On <a href="#">14 October 2021</a>, Committee approved the implementation of short short term improvements to safety for vulnerable road users at the junction of Portobello High Street, Inchview Terrace and Sir Harry Lauder Road.</p> <p>Following an unsuccessful attempt to procure a contractor under the Council's Transport Infrastructure Framework in December 2021, as notified to Committee in a Business Bulletin update on <a href="#">27 January 2022</a>, a further procurement</p>	<p><a href="#">Andrew Easson</a>, Road Safety and Active Travel Manager</p> <p><b>Wards Affected:</b></p> <p>14 – Craigentiny/Duddingston            17 – Portobello/Craigmillar</p>

process has been undertaken using an alternative Council framework contract.

A tender to undertake the works was received on 11 March 2022 and tender checking and contract award processes are currently ongoing.

In addition to the improvements that will be put in place at the junction itself, the contract also includes measures to encourage lower traffic speeds on Northfield Broadway, which will form part of a signed diversion route being put in place as part of the works, and minor improvements along the Fishwives Causeway QuietRoute, to increase the attractiveness of this as an alternative route for walking, wheeling and cycling.

Due to pre-existing commitments, the contractor has advised that they are not in a position to commence the works until late April or early May 2022. The works on Northfield Broadway will be undertaken first and the whole of the works will take approximately four weeks to complete.

Two workshops attended by local community groups and stakeholders have also recently been held to consider how the 20 Minute Neighbourhood model could be applied in the Portobello area. Officers are in the process of organising a follow up Portobello walkabout (as well as a separate visit on bikes) in order to discuss potential improvements to safety, inclusive access and attractiveness of streets.

### **Mode Share Targets Update**

On [11 November 2021](#), Transport and Environment Committee approved a citywide target to reduce car kms by 30% by 2030. The target establishes a higher level of ambition for Edinburgh compared to the Scottish Government's target of 20%. This is in recognition of the city's urban context, existing connectivity, the delivery of actions within the City Mobility Plan (CMP), and the commitment to achieving net zero carbon by 2030.

Mode share targets were also presented for walking, cycling and public transport, which were not approved. Committee acknowledged the complexity of this work and asked officers to engage with key stakeholder groups,

[Ruth White](#), Acting Team Manager

**Wards affected:** All

such as Living Streets and Spokes, to review and refine individual mode share targets. These were to be reported to Committee by March 2022.

### Stakeholder Engagement

Engagement with key stakeholder groups (Living Streets, Spokes, Sustrans, Confederation of Passenger Transport and Edinburgh Bus Users Group) was undertaken before Christmas. The key points raised are summarised as:

- Strong support for setting a target for reducing car kilometres, however concern that setting targets for specific sustainable modes would create competition between them and adversely influence investment levels. Removing the focus on individual mode share targets for walking, cycling and public transport would allow a more holistic approach. Having targets for different modes is however useful in monitoring progress in a more focussed way.
- The mode share approach set out does not account for a shift in journey destinations to more local destinations, something the Council's work on 20-minute neighbourhoods is seeking to address. Change in mode and change in destination may often be linked; for example, swapping a weekly car-based out-of-town shop for two or three local shops on foot, by bike or by public transport.
- It would be useful to explore Transport for London's (TfL) approach, of adopting a target that 80% of travel should be via sustainable modes by 2041. This approach could be explored for Edinburgh to resolve the intermodal competition issue.
- It should be noted that the Scottish Government has not set parallel quantified targets for sustainable travel modes in addition to its target for a 20% reduction in car kms.
- Linking the targets to SEStrans' emerging Regional Transport Strategy would be useful to ensure inclusion of commuters from outside Edinburgh.
- Overall a new approach to target setting may be required to ensure the ambition for increasing walking, cycling and public transport is clearly defined. This might come in the form of setting an overall target for travel by sustainable modes, similar to TfL. It may also

come in the form of specific micro-targets such as journeys to school which may be more appropriate to do via individual action plans.

#### Next Steps

Work is ongoing to respond to these issues and define an alternative approach. While this is highly complex, it is expected that the work will be concluded for presentation to Committee by summer/autumn 2022. Officers will continue to work with key stakeholders to achieve this.

The agreed target for a 30% reduction in car kms provides a strong ambition to work towards and will be monitored as part of the suite of CMP Key Performance Indicators.

#### **Queensferry High Street – Town Centre Improvements – Project Updates**

The town centre improvement project on Queensferry High Street has evolved, following continued community engagement, into an enhanced public realm proposal through the Town Centre. This will improve the area for residents, local businesses and visitors by reducing the impact of traffic, creating more space for pedestrians by introducing a one-way route and introducing enhanced infrastructure for vulnerable road users. The project also includes improvements to the new Hawes Promenade area by increasing pedestrian space and improving safe access for active travel.

Advanced works have been ongoing over the last 6 months to install new signalised pedestrian crossings at The Loan/High Street junction and to construct the new turning circle in the Hawes Car Park.

A Traffic Regulation Order (TRO) has been promoted to introduce a part-time weight limit on the High Street, discussions on the proposed Town Centre scheme are ongoing, and the necessary traffic orders to facilitate the planned permanent one-way layout will be promoted in Spring 2022.

The works to resurface The Loan/High Street and to install the new junction should be complete by June 2022 and the new raised table feature on Rosshill Terrace (part of the

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

#### **Wards Affected:**

1 - Almond

Traveling Safely High Street diversion route) should be installed during the Easter school holidays.

Overall funding for the Town Centre improvements is still to be confirmed, however, discussions are ongoing with an external funding body and a bid has also been submitted for the Place Based Investment Programme.

It is expected, when external funding is confirmed and the necessary traffic orders are in place, to commence works either later in 2022 or early 2023.

**Kirkliston and Queensferry: Traffic and Active Travel Study – Update**

An update on the various actions arising from this study is provided in Appendix 1.

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

**Wards Affected:** 1- Almond

**Motion by Councillor Neil Ross - Engine Idling**

On 28 October 2021, the Council approved a Motion by Councillor Neil Ross noting that:

- While emissions from stationary vehicles are only a small contributor to overall levels of air pollution, they can cause discomfort to people in the immediate vicinity, particularly where they occur in sensitive areas (e.g. outside schools). High levels of localised pollution can also trigger the symptoms of asthma and other respiratory diseases in vulnerable people.
- The Council has powers under the Environment Act 1995 to tackle engine idling and, in the vast majority of cases, the only action required will be to remind a driver to switch off the engine while the vehicle is parked. If a driver refuses to co-operate, the Council can issue a Fixed Penalty Notice of £20. The Council’s Street Enforcement team currently carries out vehicle emission enforcement, but it is possible to also employ a third party to carry this out.
- The Council employs NSL to regulate and enforce parking in the city.

[Gavin Brown](#), Head of Network Management and Enforcement

**Wards Affected:**

- 7
- 9
- 12
- 13

The Motion requested that the Council should engage with NSL to discuss the potential for vehicle emission enforcement by parking attendants, in particular:

- The issue of appropriately worded leaflets to remind drivers whose engines are idling of their legal obligation to switch off the engine when parked;
- Where a driver refuses to co-operate, the issue a Fixed Penalty Notice of £20; and
- To report on the result of the discussions within two cycles to the Transport and Environment Committee.

This issue was discussed with NSL in November and December 2021, as part of regular contract meetings.

NSL are investigating the potential for vehicle emission enforcement and will provide a report on their findings and possible options. Once received, Council officers will consider the conclusions, including any associated financial impacts, and will report back to the Transport and Environment Committee. At present, it is expected that this will be reported in August 2022.

In the meantime, Street Enforcement Officers will continue to advise all drivers that engine idling is illegal and will take appropriate enforcement action if necessary and drivers ignore instruction to cooperate. The issuing of leaflets is not considered appropriate at this moment as their distribution, particularly if attached to vehicles, can lead to additional littering, and can prove costly. Officers will work with colleagues in communications to develop an educational campaign which does not rely on leafleting.

### **Update on Petition to Pedestrianise Elm Row**

On [17 June 2021](#) Committee considered a petition calling on the Council to help local businesses by closing 'Elm Row' to traffic once a week to allow outdoor seating.

The issues outlined by the petition included:

- The impact of restrictions to minimise the spread of the Coronavirus (COVID-19) pandemic had posed significant challenges for hospitality businesses and that those without space for outdoor seating are at a severe disadvantage; and

[Gavin Brown](#), Head of Network Management and Enforcement

[Hannah Ross](#), Senior Responsible Officer – Tram to Newhaven Project

**Wards Affected:** 12 – Leith Walk

- That the Tram to Newhaven works on Leith Walk had led to increased traffic on Elm Row.

Committee agreed that, once tram construction works are completed, officers will work with businesses and residents in the area to investigate options to pedestrianise Elm Row at least one day per week.

In response to recent representations to the Tram to Newhaven project on the design of the cycle way on Elm Row and with a further request for pedestrianisation, officers from the Tram team confirmed to stakeholders that:

- The public realm at Elm Row would be completed as per the existing design, noting that the single surface being installed will enable future pedestrianisation if desired;
- That a further consultation will be required before plans to pedestrianise, or to reduce parking in the area can be implemented; and
- That a further design can be considered and implemented once the Trams to Newhaven works are complete, utilising that design and considering further options for the cycle way. An option for this further design would be to move the cycle way to the east side of the landscaping, which would necessitate relocation of some gullies. The anticipated cost of that work is in the region of £200,000.

It is expected that the Tram to Newhaven construction works in this area will be completed by Autumn 2022 and therefore officers expect to bring forward options for the pedestrianisation of Elm Row by Winter 2022/23.

### **Gilmore Place - Driveway Parking Overhanging Footway**

On 5 December 2019, Committee approved a report in response to a Motion on vehicles parking in private driveways overhanging the footway in Gilmore Place.

Following this, the Council's Parking Operations team have continued to support and prepare for, where possible, the introduction of the footway parking prohibitions which were

[Gavin Brown](#),  
Head of Network  
Management and  
Enforcement

#### **Wards Affected:**

11 – City Centre



included within the Transport (Scotland) Act 2019. These powers have yet to be granted to roads authorities.

Unfortunately, it is unlikely that the new footway parking powers will help to address this issue entirely. The prohibition only applies when a vehicle has one or more of its wheels on any part of the pavement therefore Parking Attendants will have no additional powers to issue penalty charges to vehicles overhanging the footway from a driveway.

Parking Attendants continue to monitor driveway parking on Gilmore Place and take enforcement action where possible. The team will also try to engage with the owners of properties on Gilmore Place to encourage more considerate parking by visitors and residents. However, this has not been successful in the past and without any enforcement powers is unlikely to have a positive result.



### **Integrated Weed Control Programme Progress**

This bulletin provides an update on the control of weed growth across the city's public roads, parks, hard-standing areas and other Council maintained open spaces.

As part of the Council's approach to reducing the use of glyphosate-based herbicides, Council officers have trialled new approaches to weed management and use of alternatives. These alternatives have included:

- Replacing the use of glyphosate-based herbicides in parks and green spaces with more frequent mulching of planting beds and mechanically controlling grass growth along footpath edges with mechanical trimmers and "weed rippers";

[Andy Williams](#)

Head of Neighbourhood Environmental Services

**Wards affected:** All

On [1 November 2016](#)

Committee agreed to consider a range of alternatives to the use of glyphosate-based herbicides for the control of weeds.

- Deployment of quad bikes to enable far quicker and more targeted herbicide application along roadsides, pavements and in hard-standing areas; and
- Trialling the use of alternative chemicals, notably acid-based products that are increasingly coming onto the market in response to a general move away from glyphosate-based products. In Summer 2021, a thermal weed control system was trialled in Balerno.

Year	Products
2021	4,480 litres (Nomix, Rosate 360 and Roundup probio)
2020	1,080 (this reduction is attributable to the pandemic)
2019	3,180 litres
2018	2,580 litres
2017	2,175 litres
2016	4,560 litres

### Foamstream Trial

During 2021 a trial of the use of Foamstream was initiated in the Balerno Area. The “Foamstream” system works by combining hot water and biodegradable foam, made from renewable plant oils and sugars. When applied, the foam creates a layer of insulation over the hot water to stop the heat escaping to the atmosphere. This holds the heat on the vegetation or surface for longer, producing a more effective treatment than hot water or steam alone.

The main findings of the trial were:

- The equipment was easy to use after a short training session and no chemical application licence is required.
- Tank capacity is limited to approximately one hour of application, with approximately 20 minutes required to refill. Data from use of the quad bike herbicide application highlights the use of the Foamstream equipment is approx. ten times slower to treat similar areas.

On [5 October 2017](#)

Committee supported the introduction of an Integrated Weed Control Programme.

Glyphosate is the active ingredient in most licensed herbicides used by the Council. The license to use Glyphosate is due to expire before December 2023 but has been extended for three years.

Weeds are only able to reach maturity if they have sufficient organic growing medium in which to germinate and grow. Along pavements and roadsides this is usually provided by the build-up of organic detritus caused by the continuing presence of leaf litter, plant material, dirt, mosses and lichens in unsealed joints, cracks, along kerbsides and around traffic islands and other road fittings.

- The time taken to cover the area was underestimated. Initially it was anticipated that 17 streets would be treated, however in total only 9 streets were able to be treated during the trial (2 week period).
- Refilling requires access to street standpipes and sometimes access to these didn't work, meaning additional travel time was incurred to find suitable locations to use.
- The long hoses and access to required locations caused some issues as it was not always practical to get a vehicle in the correct spot to allow the equipment to be used easily. The hoses sometimes snagged on car tyres and pavement edges meaning that a second member of staff was required to help with handling the hoses.
- Although no incidents were reported, operatives highlighted concerns about the temperature of the hoses and about potential leaks and splits to the hose (which would lead to boiling water being released, potentially causing injury to themselves or a member of the public).
- Certain weed species are difficult to control with the Foamstream system. Woody / large perennial weeds are more resistant and require additional extended treatment to show signs of effectiveness. (There were some examples of weed re-growth within 1-2 days of treatment and some weed species showed signs of treatment initially however seemed to recover vitality after a short period of time).

A cost comparison using the costs over the three phases of the trial for Foamstream and quad herbicide application shows:

- Foamstream trial = £481 per day.
- Quad application of Glyphosate = £143 per day.

The conclusion from this initial trial is that to deploy Foamstream equipment across the city would not be financially viable and would lead to operational pressures.

### **Next Steps**

If glyphosate volumes are to be reduced on a city-wide scale, the most efficient long term solution requires an integrated approach. In particular, the frequency and coverage of mechanical sweeping needs to increase to remove the build-up of organic detritus from road and pavement surfaces.

In addition to the Pesticide Free Balerno community-weeding initiative we continue to receive regular enquiries from residents wishing to cease glyphosate applications in their street or area. If given sufficient notice by residents of community weeding activities, no glyphosate applications were made in that street or area. However, because many requests were not of scale or lacked commitments to “self-weed” it was often difficult to accommodate them within City weeding operations.

A review of the use of the regulatory regime in the United Kingdom is planned in advance of the expiration of the current active substance approvals (before December 2026).

In addition, the Scottish Government’s ‘Pollinator Strategy for Scotland 2017–2027’ supports the use and development of pollinator-friendly pest control measures in urban areas and encourages local authorities to apply the principles of Integrated Pest Management in ground maintenance and management.

#### **Wardie Bay and Beach Update**

Engagement with landowners is underway on progressing a suitable management agreement, lease or similar agreement that will enable the Council to take on responsibility for the management and development of Wardie Bay and Beach to support an application for bathing designation.

Discussions have been held with two of the three landowners so far, and a third is still to take place (due to the person previously responsible having left). Feedback to date has been positive and supportive of the Council developing a management agreement and allowing signs, bins, etc., to be installed. Assuming the third landowner is also supportive, officers will be able to progress with next steps.

A meeting was held on 14 March 2022, lead by a local MSP, with representation from the Scottish Government, SEPA, ward councillors, and Council officers to discuss actions which can be taken to support water safety at Wardie Bay this summer. It was suggested that while the Council negotiates the management agreement, that there should be a risk assessment undertaken and the potential

[Steven Cuthill](#), Local Transport and Environment Manager

**Wards affected:** 4 - Forth

for signage be explored to share appropriate messaging with users of the beach and water.

Next steps involve developing options and further engagement with landowners as draft terms of the management agreement or lease are outlined; carrying out an assessment of the maintenance requirements and establish costs (e.g. water quality testing and monitoring, signage and infrastructure, beach cleaning) and then reporting these for review by the Committee. There will also be engagement with the community and interest groups as part of the process.

The bathing water designation is administered by SEPA and will be determined by Scottish Ministers later this year for the summer of 2023, which is informing the timescales for progressing this action.

### **Active Travel Action Plan**

On [14 October 2021](#), Committee considered a report on the revised Active Travel Investment Programme. The report also advised that work was underway on the development of a new Active Travel Action Plan (ATAP) and that it was expected that this would be reported to Committee in summer 2022 for approval.

This will replace the current [ATAP](#), which was last updated in 2016. The new ATAP will be aligned to the wider priorities of the Council, as outlined in the Council Business Plan, the City Mobility Plan and the proposed City Plan 2030.

The process for generating the new plan involves engaging with key internal and external stakeholders. Liaison with internal stakeholders has begun, with a governance structure in place to ensure effective alignment across workstreams.

Further engagement will continue with both internal and external stakeholders and it is intended to report to Committee on the first draft of the new ATAP in October 2022.

[Sarah Feldman](#), Transport Officer – Active Travel

**Wards Affected:** All

### **City Mobility Plan**

On 14 October 2021, Committee agreed to amending the City Mobility Plan to ensure clarity on references relating

[Ruth White](#), Acting Team Manager

to private hire cars. Private hire cars are part of the shared transport category in the National Transport Strategy's Sustainable Transport Hierarchy. The clarifications proposed were set out in the Business Bulletin on [14 October](#). The City Mobility Plan has been updated accordingly and can be viewed [here](#).

**Wards affected:** All

### **Strategic Review of Parking**

The results of advertising the Strategic Review of Parking Phase 1 Traffic Order are currently being reviewed alongside the development of the business case for implementation. A report on the results and the plan for implementation will be presented to Committee following the Summer recess.

[Gavin Brown](#), Head of Network Management and Enforcement

**Wards Affected:**

7 – Sighthill/Gorgie

9 –

Fountainbridge/Craiglockhart

12 – Leith Walk

13 – Leith

14 – Craightinny/Duddingston

Intervention Timeline	Recommendation	Action owner	Update from	Previous Updates and Additional Notes	Further Action	Update March 2022
Short Term	Local Active Travel improvements  Signs and local infrastructure changed	Active Travel Team	Andrew Easson, Road Safety and Active Travel	<p>The Active Travel Study identifies the potential for improvements to be undertaken at the six locations listed below.</p> <ol style="list-style-type: none"> <li>1. B800 between South Queensferry and Kirkliston – increasing the distance between live traffic and the shared footpath/cycleway</li> <li>2. Northern access to Kirkliston – installation of on-road cycle lanes</li> <li>3. B800/B907/Ferrymuir Roundabout – cyclist priority raised crossing</li> <li>4. South Queensferry centre via the B907 – signage/lining and drop kerbs</li> <li>5. A904 between the Forth Bridge junctions - remote cycleway/footpath</li> <li>6. Cycle link from Dalmeny to Newbridge – infrastructure improvements/ surfacing/ lighting/ improved access points</li> </ol> <p>At each location, the Study suggests some relatively low-cost measures, such as improvements to road markings and direction signing for cyclists, along with more substantive infrastructure improvements.</p> <p>The Active Travel team has an ongoing programme of minor improvement works across the City and the various low-cost measures recommended in the Study could potentially be delivered as part of this programme.</p> <p>Delivery of the more substantive improvements would have to be prioritised for delivery against other projects competing for inclusion in the Council's Active Travel Investment Programme (ATInP).</p> <p><b>Installation of benches along the cycle Path between Dalmeny and South Queensferry.</b> This additional improvement was suggested by one of the ward Councillors. After considering the work that would be involved, it was established that this would be too substantial to deliver through the minor improvements programme.</p> <p><b>Removal of Access Restrictions</b> Sustrans has provided the Active Travel team with a list of barriers (access restrictions) across the city, which includes some within the Study area, and consideration is being given to including works to remove or alter these within the minor improvements programme.</p>	Update on Minor Projects, Sustrans Barriers study and local signs review.	<p>The Transport and Environment Committee approved a revised Active Travel Investment Programme (ATInP) to 2025/26 on <a href="#">14 October 2021</a>.</p> <p>While the more substantive improvements identified in this Study have not been prioritised for inclusion within the Programme to 2025/26, improvements at the A904 between the Forth Road Bridge Junctions are being considered as part of a package of work to produce Concept Designs for prioritised Transport Actions contained within the Local Development Plan Action Programme.</p> <p>The revised ATInP has significantly increased the level of investment directed towards a programme of minor improvements. The low-cost measures suggested in the Study will be prioritised alongside other minor improvements throughout the city, for potential delivery over the next 2-3 years.</p> <p>A programme of removing access restrictions is currently being taken forward for delivery during 2022/23.</p> <p>In developing a new ATInP beyond 2025/26, consideration will be given to the potential to deliver the remaining more substantive improvements.</p>
	Kirkliston Crossroads	Transport Network and	Mark Love, Traffic Signals (ITS)	Original Section 75 from Cala Homes used to upgrade the junction signals and controller in 2007/8.	Signals replacement due by Summer 2022	The traffic signals are due to be replaced and upgraded with a MOVA system by Summer 2022.

	Junction efficiency assessment and Section 75 investment.	Enforcement Team (ITS)		<p><b>Phasing changed to introduce split north/south stages:</b>                  In early 2015 the controller configuration was changed and additional vehicle detectors added, as well as the footway improvements using further S75 contributions. At the time extensive traffic monitoring was carried out and additional timing changes were implemented during frequent observations.</p> <p><b>Junction efficiency assessment and changes to timings:</b>                  In 2019 further adjustment were made to the right turn timings and the right turn detector operation to improve junction efficiency.</p> <p><b>Further Junctions Improvements:</b>                  Currently, there are no realistic physical or technical changes that would improve the efficiency of the signalised junction. Under normal circumstances the junction is vastly over capacity, only significant changes to demand or revised priorities/layout would be likely to reduce traffic volumes.</p> <p><b>Burnshot Bridge:</b>                  When the Burnshot bridge reopens, we should expect fewer vehicles turning right from the west and turning left from the east, therefore increasing the gaps in traffic for opposing vehicles who would normally turn right.</p>		A report noting proposals for the <a href="#">Kirkliston Junction Reconfiguration</a> was agreed at the January 2022 Committee.
	Queensferry High Street  Town Centre Improvement project  Expected start date Feb/March 2020	North West Locality team	Dave Sinclair, North West Locality	<p>Project Update:</p> <ul style="list-style-type: none"> <li>o Project Tender issued 20th December 2019</li> <li>o Tender Review meeting 27th February</li> <li>o Cost of tender greater than current project budget (£2m less design/supervision fees)</li> <li>o Currently, in discussion with the preferred contractor to negotiate rate reduction/changes to project scope.</li> <li>o Consideration to re-tender revised scope of work (To be agreed)</li> <li>o Virtual Project Steering Group Meeting to be arranged</li> </ul>	Project Steering Group meeting to be arranged to update on tender decisions and consider future programme in Queensferry.	<p>The contract to install the Hawes Car Park turning circle, The Loan signalised junction and Rosshill Terrace raised table commenced in August 2021.</p> <p>Installation of the new turning circle was completed in December 2021. Works to resurface The Loan/High Street and install the new pedestrian crossings should be complete by June 2022.</p> <p>Funding for the next stage of the Town Centre project is still to be confirmed, however, discussions are ongoing with an external funding body and a bid has been submitted to the Place Based Investment Programme.</p> <p>It is anticipated that project funding will be confirmed in Summer/Autumn 2022 and the process to make the necessary traffic orders should come to a conclusion in late 2022 (subject to objections or a public hearing).</p>



Appendix 1 - Kirkliston and Queensferry Traffic and Active Travel Study Update  
Transport and Environment Committee – 31 March 2022

	Queensferry – Station Road Corridor  Installation of local traffic calming	North West Locality team	Dave Sinclair, North West Locality	<b>Additional Traffic Calming on Rosshill Terrace:</b> <ul style="list-style-type: none"> <li>• Raised Table to be installed at the Bankhead Grove/Forth Terrace junction.</li> <li>• Design complete</li> <li>• Consultation with Public transport operators to be undertaken</li> <li>• Installation expected Summer/Autumn 2020, depending on resource availability.</li> </ul>	Programme update from NW team regarding anticipated installation date.	The raised table on Rosshill Terrace is due to be installed during the Easter School Holidays 2022
<b>Longer Term</b>	Local Active Travel investment  Consider projects in line with the Council's new citywide Active Travel Action Plan (ATAP).	Active Travel Team	Andrew Easson, Road Safety and Active Travel	The Active Travel team is currently developing a new ATAP, with the aim of being able to publish this in late 2021 or early 2022.		It is intended to publish the new Active Travel Action Plan in Autumn 2022.  See note in action 1 on the ATInP.
	Kirkliston Town Centre  Crossroads junction reconfiguration	Strategic Transport Team	N/A			This action has been closed.
	A90 Slip Road local access trial with Transport Scotland	Transport Network and Enforcement Team (ITS)	Graeme Paget, Roads Directorate, Transport Scotland	<b>Update from Transport Scotland – December 2019:</b>  The Forth Road Bridge(A9000) now forms part of the Forth Estuary Public Transport Corridor as do the Public Transport Links described in the survey report. Legislation passed through the Scottish Parliament does not allow private car use on these Public Transport Links, only buses, taxis, motorcycles under 125cc and other authorised vehicles, mainly agricultural.  Furthermore, the use of the Forth Road Bridge as a dedicated public transport corridor, and the associated bus lane infrastructure installed as part of the Fife ITS and Junction 1A schemes, have reduced journey times for public transport users from the Fife park and ride sites. Analysis shows around a 40% saving in journey time over the driven route by using public transport between Ferrytoll and Newbridge roundabout at peak times. These benefits would not be realised if access was given to private cars during peak times.  A review of the project will be available early next year (2020) to look at how it has performed during its first full year operating as a motorway and public transport corridor. At that stage, it may be possible to look at other measures to enhance the driveability of any identified problem areas.  As this piece of work is being managed by our Transport Strategy & Analysis team, I've copied your email to Veronica Allan, Senior Transport Planner who is better placed to	Dave Sinclair to make contact with Veronica Allan regarding suggested 2020 review outcome (presumably subject to recent CV-19 changes to traffic conditions and staff availability).	<a href="#">The Forth Replacement Crossing Project - One Year After Opening Evaluation</a> Report was published by Transport Scotland in December 2020.  Officers to contact Graeme Paget, Transport Scotland Network Manager, to discuss the current traffic environment in Queensferry and seek an update on the A90 City-bound slip road position.  A traffic count and speed survey was undertaken on Rosshill Terrace and Station Road in November 2021 establish current traffic volumes and speeds on the corridor. A meeting with school, community council and local residents is due to be arranged in March 2022. The main purpose of this discussion is to consider the impact of displaced traffic during the current temporary Traveling Safely measures installed on Queensferry High Street and consider longer-term proposals should the permanent traffic order be made for the planned one-way layout.

				provide up to date information on this issue and confirm to you the timeline ahead.		
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# Transport and Environment Committee

10.00am, Thursday, 31 March 2022

## Low Emission Zone – Objections Report and Final Submission

<b>Executive/routine</b>	<b>Executive</b>
<b>Wards</b>	<b>All</b>
<b>Council Commitments</b>	<b>18</b>

### 1. Recommendations

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- 1.1 The Transport and Environment Committee is asked to:
- 1.1.1. Acknowledge that this report responds to the actions approved by Committee on 27 January 2022; to commence the Statutory Notice Period during which formal objections to the Low Emission Zone (LEZ) Scheme Proposal could be made and to progress Scheme development;
  - 1.1.2. Note that the Statutory Notice Period has now been completed in accordance with statutory requirements, and consideration of the objections received has been undertaken;
  - 1.1.3. Agree that after full consideration of the objections, no changes to the Scheme could be justified, therefore the objections should be set aside;
  - 1.1.4. Agree to proceed with the Scheme and submit the Final Submission to the Scottish Ministers for approval, as per statutory requirements; and
  - 1.1.5. Agree to delegate powers to the Executive Director of Place to 'Make a Low Emission Zone' should Scottish Ministers approve the LEZ, prior to 31 May 2022.

**Paul Lawrence**

Executive Director of Place

Contact: Gareth Barwell, Service Director – Operational Services

E-mail: [Gareth.Barwell@edinburgh.gov.uk](mailto:Gareth.Barwell@edinburgh.gov.uk) | Tel: 0131 529 5844

## Low Emission Zone – Objections Report and Final Submission

### 2. Executive Summary

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- 2.1 This report follows up on actions approved by the Transport and Environment Committee on 27 January 2022. It provides a summary of and responses to objections received following publication of the Council's LEZ Scheme Proposal ('the Scheme'). This is a pre-requisite step before a local authority may seek approval from Scottish Ministers to 'Make a Low Emission Zone Scheme'.
- 2.2 The Statutory Notice Period was undertaken from 1 February to 1 March 2022 in accordance with the [Transport \(Scotland\) Act 2019](#) ('the Act'), [The Low Emission Zone \(Scotland\) Regulations 2021](#) and [The Low Emission Zone \(Emission Standards, Exemptions and Penalty Charges\) \(Scotland\) Regulations 2021 \('the 2021 Regulations'\)](#). Following this Statutory Notice Period, changes to the Scheme in response to the objections received may be recommended or the Council can continue with the Scheme as presented if no changes can be justified. If Committee and/or Scottish Ministers disagree with recommendations, they can request an examination of the Scheme.
- 2.3 A total of 26 objections and one note of support was received. Overall, objections generally focused on the following themes; size and location of the boundary, impacts of traffic displacement and the potential financial impacts for individuals and businesses to ensure that they could comply with the Scheme. Some objections also included concerns around the evidence base which underpins the Scheme, the consultation and engagement process, exemptions, the need for a LEZ at all, and the cost of its operation.
- 2.4 On consideration of the objections, no changes to the Scheme can be justified. However, measures to mitigate potential impacts of traffic displacement along with ensuring awareness of the funding support for upgrading vehicles and switching to more sustainable modes of travel have been reiterated. A process for assessing requests for local time-limited exemptions has also been set out.
- 2.5 Overall, therefore it is recommended that all the objections be set aside.
- 2.6 Should Committee approve the recommendations in this report, the Scheme, as summarised in Appendix C, will be submitted to Scottish Ministers for approval in order to take steps to 'Make a LEZ', as per the Act and the 2021 Regulations

- 2.7 The report also updates Committee on the potential financial impacts to the Council.
- 2.8 It is also intended that, if approved, the LEZ will constitute a significant action in the forthcoming revision of the Air Quality Action Plan to reduce nitrogen dioxide. The Council will be obliged to undertake a statutory consultation in respect of the Plan, which will aim to reduce emissions across the City. The revised Plan will be presented to Committee in summer 2022 prior to commencing consultation.

### 3. Background

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#### Statutory Notice Period

- 3.1 A Statutory Notice Period to advertise the Scheme commenced on 1 February and ran for 29 days, to 1 March, just exceeding the 28 day minimum requirement as outlined in the [Transport \(Scotland\) Act 2019](#) ('the Act') and [The Low Emission Zone \(Scotland\) Regulations 2021](#) and [The Low Emission Zone \(Emission Standards, Exemptions and Penalty Charges\) \(Scotland\) Regulations 2021](#) ('the 2021 Regulations').
- 3.2 Over 600 on street bills were affixed at prominent positions, across streets within the proposed LEZ boundary and maintained throughout the period. Notice advertisements were published in two local newspapers and physical copies of the proposed Scheme, including relevant documentation, were also made available in the City Chambers for inspection. Appendix A contains evidence of the various methods used to publicise the Notice Period.
- 3.3 Statutory consultees were approached directly to inform them of the Notice Period, the objection process and to direct them to evidence documentation.
- 3.4 During the period, Transport Scotland's communications campaign widely advertised the national LEZ campaign in Edinburgh which included TV advertisement, digital displays and advertising on Lothian Buses.

### 4. Main Report

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#### Objections

- 4.1 A total of 27 written submissions were received during the Statutory Notice Period to advertise the Edinburgh LEZ Scheme.
- 4.2 One submission was clearly in support of the Scheme with the other 26 considered as objections to the Scheme. Although some were clearly defined as objections, others were more queries of a practical and personal nature. Email responses have been provided to these enquiries, where possible.
- 4.3 One objection was a petition from an individual, however it did not meet the criteria to be recorded formally as a petition, as it did not provide full names of signatories or confirm that signatories were over 16 and lived in Edinburgh. The concerns raised by the objector include the concept of LEZs, the Scheme boundary size and

the wider issue of traffic management due to city centre development. These concerns are addressed within this report and the Objections Report (Appendix B).

- 4.4 All objections are summarised in the Objections Report at Appendix B, which will be submitted to Scottish Ministers as part of the Final Submission. General objection themes are summarised in table 1, below:

<b>Table 1 Summary of Objection Themes</b>	
Boundary	Need for the Scheme Operational cost Vehicle types / Emission Standards Carbon Dioxide Emissions
National and local exemptions	
Impact on Individuals and Businesses	
Evidence Base	
Consultation & Legal Process	

- 4.5 17 of the submissions represented individuals and nine were from businesses or organisations.

- 4.6 The following part of the report details the Council's response to the objections received by way of these themes, although further details on specific boundary issues are included in Appendix B.

### **Boundary**

- 4.7 The most common theme of objection related to the Scheme boundary; predominately in relation to its size and potential future traffic displacement impacts. Comments also raised concern that individuals' and childrens' health and wellbeing could be adversely impacted due to the potential increase in polluting traffic diverting around the boundary (also see Impacts on Individuals & Businesses and Evidence Base sections.)
- 4.8 Objectors who raised a boundary issue indicated preferences for a boundary at various spatial scales, including an Extended Urban Area, and larger or smaller City Centre boundaries, compared to the Scheme boundary. Some concerns were also raised about the cumulative impact of transport and planning related development in the city and its impact on the City Centre.
- 4.9 The National Modelling Framework (NMF), which was devised to provide consistency in evidence across Edinburgh and the other cities implementing LEZ (Aberdeen, Dundee and Glasgow), showed that although there could be localised impacts in the West End area, these were short-lived. Further appraisal work concluded these concerns did not outweigh the benefit of the scheme overall.
- 4.10 Air quality modelling and assessments of pollutant concentrations by schools (including Preston Street Primary School) and nurseries provided evidence that adverse impacts were not anticipated in these areas
- 4.11 The Options Appraisal work undertaken in accordance with the National Low Emission Framework (NLEF) considered several boundary options, as presented to

Committee in June 2021. In this Appraisal, an Extended Urban Area boundary and a smaller City Centre boundary were examined. Both of these options were excluded due to evidenced air quality impacts around the Central Air Quality Management Area. Evidence indicates air quality benefits of a City Centre LEZ would extend beyond the immediate boundary. In appraising options, proportionality in Scheme design and overall benefits was a key principle in cognisance of all the Scheme's objectives and socio-economic impacts.

- 4.12 Minor alterations to the proposed city centre boundary were also explored following agreement by Committee in October 2021 to explore the Scheme's contribution to reducing greenhouse gas reduction, including changes in the west, south-east and north-east of the boundary. This work also concluded that no changes to the boundary could be justified.
- 4.13 It should also be noted that there are two objectives of the LEZ Scheme which relate directly to the implications of the LEZ boundary. These are;
- 4.13.1 Minimise the impact from traffic displacement across the city's transport network, related to the LEZ Scheme; and
- 4.13.2 Strategically align with the Council's sustainable transport, active travel and placemaking objectives.
- 4.14 In respect of these objectives and previously raised concerns about traffic displacement, Committee has also agreed to the development of a Network Management Strategy (NMS). Officers will continue to consider all feasible and proportionate options for the NMS and will recommend suitable changes on an evidence-driven basis. Officers will also engage with key stakeholders, including Community Councils, in the development and delivery of the NMS. The NMS would be delivered under the appropriate environmental impact legislation as per the Strategic Environmental Assessment.
- 4.15 Strategically aligning the LEZ with the Council's sustainable transport and placemaking plans will also ensure that traffic management and improving the environment within the City Centre is at the core of the LEZ.
- 4.16 A LEZ annual progress report on the operation and effectiveness of the Scheme is required by the Regulations. This will link to a robust monitoring regime that will inform the NMS and may cover public transport journey times, traffic surveys and public opinion surveys as well as the Council's well-established air quality monitoring network.
- 4.17 Other wider elements of the LEZ Scheme implementation will also assist with addressing concerns that have been raised about the boundary, as detailed below.
- 4.18 During the grace period, the communication and signage strategy will be implemented. Statutory entry/exit signs are required at the LEZ boundary and early warning signs may be placed on key routes leading to the LEZ, at the discretion of the Council. A communications and engagement campaign will focus on promotion of support funds available for adapting to the LEZ and will promote the benefits of cleaner air and use of sustainable travel.

- 4.19 In conjunction with the 2021 Regulations and associated guidance, Automatic Number Plate Recognition cameras and Mobile Enforcement Vehicles will be utilised as the basis of enforcement on the boundary. The Council's Local Enforcement Strategy, previously considered by Committee, aims to meet financial best value principles, 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.
- 4.20 In conclusion, the Council officers have carefully considered the objections received with respect to the boundary and have concluded that no changes can be justified given the rationale, analyses and evidence that have been used to develop the LEZ Scheme.

### **National and Local Time-Limited Exemptions**

- 4.21 Some objectors made comments about the national exemptions; however, as these are prescribed in the 2021 Regulations; the Council has no powers to amend them.
- 4.22 Objections received around local 'time-limited' exemptions tended to relate to individuals' personal circumstances, for example in relation to accessing the LEZ for night-shift work, or the impact on those with hidden disabilities.
- 4.23 Granting local exemptions, in addition to the national exemptions, risks undermining the overall benefits of the Scheme. The Council's proposed approach to date is to ensure that local exemptions would only be issued or permitted on a case-by-case basis and only in exceptional circumstances. It is unlikely that these criteria would apply to situations of a personal nature.
- 4.24 The Scottish Government provides [LEZ Support Funds](#) to help mitigate adverse financial impacts of Scotland's LEZs for eligible applicants. The availability of these funds will help off-set the impact of the Scheme for such eligible persons. On balance, this is considered to provide a reasonable safeguard (refer to the Integrated Impact Assessment at Appendix D for more details).
- 4.25 One objection relating to a hidden disability requested that consideration of a local exemption was necessary as they did not possess a blue badge. The Council's LEZ webpage on exemptions has now been updated to link to the Council's blue badge webpage, to encourage eligible individuals to explore whether they could apply for this national LEZ exemption. All applications for blue badges will be considered according to national policy and may be applied for on the [Council's dedicated webpage](#).
- 4.26 Taking account of the objections received and previous consultation feedback, it is recommended that Council officers establish a LEZ Local Exemption Advisory Panel (LEZ-LEAP). This panel will meet quarterly as part of the Council's LEZ Delivery Group and will consider requests for local time-limited exemptions.



4.27 Overall, taking account of recommendations to establish a LEZ-LEAP, and national exemptions and support funds in place, the Council does not consider that objections relating to the proposed local exemption approach can be upheld.

#### **Impact on Individuals & Businesses**

4.28 Some of the objections received related to the impact on individuals and businesses and tended to raise issues which were financial in nature and related to the cost of complying. One objection raised a concern about the accuracy of the Integrated Impact Assessment (IIA) as it was suggested that it understates the negative air quality and health impact of the traffic diverted along the boundaries, particularly on children.

4.29 The IIA helped inform the final design of Edinburgh's LEZ by presenting potential impacts arising from its introduction. It considered a range of consequential impacts and assessed them on equality, human rights (including the rights of children and young people), the environment and climate change. The IIA utilised the NHS Lothian II A guidance as an effective mechanism for meeting requirements of the NLEF and the Equality Act 2010 (Specific Duties) (Scotland) 2014.

4.30 The IIA concluded that the LEZ has the potential to cause a range of positive and negative impacts, from improving health of society to potentially reducing access to the city centre for those who rely on private vehicle transport. The most significant impact of the LEZ will be the improvement in air quality and the resulting health benefits to residents, visitors and workers. The LEZ also has a potential positive health impact through encouraging the use of active travel and public transport for certain trips and changing existing travel behaviours.

4.31 Given the focus of the IIA to consider how protected groups are potentially differentially affected, there are instances where the LEZ could disproportionately affect some groups in society. For example, those who have a diminished ability to upgrade to a compliant vehicle due to low income, including people on benefits, single parents, or disabled people. The assessment concluded that, despite the health benefits, protected members of society can be negatively impacted by the LEZ but that these impacts can be removed or mitigated through considerate decision making at national and local level.

4.32 Nationally, the LEZ Support Fund, retrofitting schemes and exemptions outlined in the 2021 Regulations all seek to reduce negative impacts of LEZs. In addition, the locally applied 2-year grace period will help mitigate the impacts, allowing additional time for residents and businesses to adapt or comply with LEZ requirements.

4.33 Working in partnership with the Scottish Government and Transport Scotland, the Council has developed a Scheme whereby any potential negative impacts are considered to be minimised.

4.34 Overall, taking account of objections relating to impact on individuals and businesses and support funds available, the Council does not consider that objections relating to impact on individuals and businesses can be upheld.

## **Evidence Base and Modelling Uncertainty**

- 4.35 Some objectors made comments on modelling uncertainty, one commented about the removal of monitoring equipment and a comment was also made on the accuracy of the IIA.
- 4.36 The Council has worked in close partnership with the Scottish Environment Protection Agency (SEPA), Transport Scotland and the Scottish Government to assist in the success of the National Modelling Framework (NMF), to provide the quantitative evidence for assessing criteria for LEZ development, as a standard across the whole of Scotland.
- 4.37 The four-cities NMF models have relied on accurate, high quality, local fleet composition data and up-to-date emission factors, to build a robust evidence base. The NMF approach ensured that data was collected over a sufficiently large area to inform the model build and collect detailed vehicle categorisation information. The NMF model outputs have been produced at a resolution that offers evidence derived from accurate and insightful information, which also included future prediction modelling to evaluate the impact of natural and planned improvements to the fleet.
- 4.38 The outputs and predictions made within any model are subject to uncertainty, however methods and testing can be applied to limit this, including a verification process where monitoring data is used to check the model performance.
- 4.39 SEPA worked with University of Glasgow and University of Bergamo on methods to help address model uncertainty. This utilised a statistical technique to describe the behaviour of the model and resulted in implementing methods to establish the risks posed to predictions from uncertainty with a number of factors e.g. future emissions, meteorological conditions. This formed the basis of the NMF approach, which has been peer-reviewed and consistently applied across the four cities implementing LEZs in Scotland. With the local Edinburgh model, the verification process found the model performed well.
- 4.40 In conclusion, the uncertainties have provided minimal risk to the accuracy of the results and the best available evidence has been available through the NMF process to support decision-making. Therefore, the objection cannot be upheld.
- 4.41 The concerns raised over the IIA relate to comments on health and wellbeing of children from Preston Street Primary School. This school is located on the boundary, and concerns raised suggested a stronger focus should have been placed on the rights of children in the assessment. As mentioned above, the IIA takes into account all impacted groups and in light of the modelling research carried out, the Council does not consider that the LEZ will have adverse impacts on children.
- 4.42 Further engagement has been carried out with Preston Street Primary School Parent Council and colleagues in Road Safety regarding traffic calming measures outside the school that should also provide benefit and reassurance to parents.

- 4.43 The Council has undertaken significant traffic surveys and a review of the air quality monitoring network which has predominately involved additional monitoring, to help develop the NMF modelling work and provide baseline information for assessment of any future impacts. In conjunction with partners, including SEPA and Transport Scotland, these surveys and monitoring regimes will continue, part in response to the requirement to report on the effectiveness of the LEZ, but also in response to the Council's statutory duties to review and assess air quality on an annual basis (the Local Air Quality Management regime).
- 4.44 Overall the Council does not consider that objections in respect to the evidence base and modelling, can be upheld.

### **Consultation, Engagement and Legal Process**

- 4.45 Some of the objections raised matters related to the consultation and engagement process for the development of the Scheme. These can be broken down by referring to the consultation period, transparency of results, previous comments made by organisations that were perceived not have been addressed, disenchantment with level of engagement in affected communities, and a request for a referendum on the Scheme.
- 4.46 There was a comment made in relation to the online advertising of the Statutory Notice Period as well as the posting of the notices on the street. Despite concerns, the advertised period was one day above the minimum required by statute and the Council did not receive any late submissions. All objections or comments received were reviewed and assessed.
- 4.47 The 2021 Regulations and associated guidance were clear about the consultation process and engagement and the Council ensured the process was followed correctly, including the siting of notices (see Appendix A). A Consultation Statement as required by the 2021 Regulations was published as part of the Statutory Notice Period.
- 4.48 Overall, the Council does not consider that objections in respect to consultation, engagement and legal process, can be upheld.

### **Need for a LEZ**

- 4.49 Some objectors raised concerns that, overall, a LEZ is not needed.
- 4.50 The commitment to deliver LEZs across the four cities was established in Scottish Government's Programme for Government 2017/18. Transport Scotland's 'LEZ Post-COVID Uncertainty' Briefing Note also reinforces the continued need for LEZs, even considering the impact of the pandemic.
- 4.51 Evidence confirming the need for a LEZ in Edinburgh has been set out in previous committee reports and as part of the Statutory Notice process. A 'Statement of Reasons – Why Edinburgh Needs a Low Emission Zone' was published as part of the Statutory Notice Period, the main elements of which can be summarised as follows:

4.51.1 Air Quality – Improving Health and Wellbeing. The Council has a statutory duty to review and assess air quality and ensure measures are implemented in areas where Air Quality Objectives are not being met. The city centre has the greatest magnitude of traffic related pollution problems and breaches of statutory objectives and the LEZ will accelerate vehicle compliance with the national emission standards to improve air quality and public health;

4.51.2 The Council declared a Climate Emergency in 2019 setting a vision for Edinburgh to be net carbon zero by 2030. Meeting this target and adapting to the impacts of climate change will require system-wide and transformational change across all sectors of the city. The LEZ will play an important role in accelerating behaviour change towards more sustainable forms of transport and cleaner vehicle technologies; and

4.51.3 Sustainable Transport – Creating an Accessible, Efficient and Active Transport network. A LEZ is a key deliverable of the CMP and will help to incentivise the use of more sustainable, low emission travel modes. The Council's target to reduce car kms by 30% by 2030 requires a whole toolkit of measures, of which a LEZ will play an important role.

4.52 Nationally, Transport Scotland in partnership with local authorities have been running the 'Get Ready for LEZs' campaign. Previous committee reports confirmed that an analysis of the Edinburgh fleet composition showed that there were significant improvements already being made in the commercial-type fleet, hence it is considered that LEZs are providing a strong incentive for lower emission vehicles, as soon as practicable.

4.53 Air Quality improvements are being realised across the City, which is having a positive benefit in reducing pollution concentrations. However, there remains pollution hot-spots in the City and in particular in the City Centre Air Quality Management Area. (Also see Other Measures to Improve Air Quality sections).

4.54 Developing a LEZ in a consistent manner with the other three largest cities in Scotland means the risk of displacement of national fleets is lower. As Scotland's capital, Edinburgh needs to be one of the leaders in delivering this important intervention.

4.55 Overall, the Council does not consider that objections in respect to no need for a LEZ, can be upheld.

#### **LEZ funding and Impact on Council Budget**

4.56 One objector considered that the funding associated with the LEZ Scheme could be better spent on other measures to improve transport and/or air quality. Also, there was acknowledgement that costs are likely to be incurred by the Council to fully implement the boundary and operate the Scheme.

4.57 Details on the financial impact to the Council are provided in the Financial Impact section of this report.

4.58 The Transport (Scotland) Act 2019 set out provisions for ministers to make grants to a local authority to meet, or help towards meeting, its costs in determining whether

to make a LEZ scheme and operating a scheme. The Council has been in receipt of grants for several years to help support Scheme development and it continues discussions with the Scottish Government about future financing.

- 4.59 It should also be noted that any monies received from penalty charges in respect of a LEZ scheme may be applied by the Council for the purposes of facilitating the achievement of the Scheme's objectives, once any operational costs are covered.
- 4.60 In February 2020, Committee noted that the Council and its regional partners received funds from Transport Scotland through the LEZ Public Transport Provision Fund (PTP) to promote modal shift and support the LEZ Scheme's objectives. In total, approximately £3.7m of PTP funds were claimed across SEStran region by the Council and regional local authorities to encourage modal shift and more sustainable transport.
- 4.61 In addition, the Scottish Government has provided a total of £1.5m in LEZ Support Funds to adapt to LEZs and generally promote modal shift and sustainable transport for over 450 microbusinesses/low-income households located within 20 kilometres of the Scheme. Funds have also been allocated for taxi retrofit.
- 4.62 In general, it is recognised that although there may be some impact to the Council's budget, the need for a LEZ is also well understood. Account should also be taken of the funding and work already in place to encourage sustainable transport.
- 4.63 Overall, the Council does not consider that objections in respect of LEZ funding or impact on Council budget, can be upheld.

#### **Vehicle Types and Emission Standards**

- 4.64 One objector considered that only diesel vehicles should be included in the scope and that it was not necessary to include other types of vehicle within the Scheme.
- 4.65 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) within the LEZs (Emission Standards, Exemptions and Enforcement) (Scotland) Regulations 2021. It is not in the Council's remit to consider deviating from these standards and regulations.
- 4.66 For Edinburgh, the modelling and appraisal work evidenced that with the scale of the air quality exceedances in the City Centre, inclusion of all vehicle types within the Scheme (except motorcycles and mopeds as per the 2021 Regulations) was the most appropriate course of action. This would also ensure that the wider objectives of the Scheme could also be better achieved. It was recognised that with all vehicles included there would also be some benefit in communicating the Scheme in a clear and consistent manner.
- 4.67 Overall, taking account of objections relating to modelling evidence and the statutory requirements, the Council does not consider that objections in respect to vehicle types and emission standards can be upheld.

## **Carbon Emissions**

- 4.68 Objections were raised in terms of the limited ability for the LEZ to reduce carbon (CO<sub>2</sub>). However, it should be noted that the Scheme objectives include the statutory requirement to contribute towards meeting the greenhouse gas emissions reduction targets set out in Part 1 of the Climate Change (Scotland) Act 2009, as per Transport (Scotland) Act 2019
- 4.69 Other discretionary objectives agreed by the Council include those to ensure alignment with city, regional and national policies that encourage more sustainable transport. This approach recognises that there are limits to reducing tail-pipe CO<sub>2</sub> emissions via current LEZ structures, as shown by the NMF process and as reported to Committee in January 2022. However, the modelling also indicated that the Scheme would contribute to CO<sub>2</sub> reductions when considering the wider LEZ objectives such as encouraging mode shift to more sustainable, active travel modes.
- 4.70 Overall, the Council does not consider that objections in respect of carbon emissions, can be upheld.

## **Other Measures to Improve Air Quality**

- 4.71 Some objectors considered that funding would be better spent on other air quality improvement measures. An objector raised concern around compliance of the Council's fleet.
- 4.72 The Local Air Quality Management framework set out in the Environment Act (1995) obliges local authorities to implement an Air Quality Action Plan (AQAP) where breaches of Air Quality Objectives are likely. The Council is currently revising the existing Plan and It is intended that, if approved, the LEZ will constitute a significant action in the forthcoming revision.
- 4.73 The Air Quality Action Plan will also include wider measures to improve air quality. Progress on these existing (and new) measures must be reported to UK and Scottish Government on an annual basis.
- 4.74 The Council will undertake a statutory consultation process on the revised Plan following its presentation to Committee in summer 2022.
- 4.75 The Council's fleet is undergoing a fleet replacement programme which will take LEZ requirements into account.
- 4.76 Overall, taking account of objections relating to modelling evidence and AQAP measures to improve air quality, the Council does not consider that objections in respect to other measures to improve air quality can be upheld.

## **Alignment with Taxi and Private Hire Car (PHC) licensing standards**

- 4.77 One objector commented on the alignment of the LEZ Scheme with the PHC licensing standards. This may have originated from information on the Council's website that required updating, with respect to the new timescales applied to the age and emission policy for taxi and PHC licenses.

- 4.78 The LEZ Scheme and licensing standards are separate regimes and are governed by separate provisions, although throughout the development of both projects, there has been discussion and co-ordination.
- 4.79 Currently all taxi and PHCs should be of LEZ compliant standard prior to the enforcement of the LEZ commencing (June 2024).
- 4.80 In response to the comments, information on the Council's website has now been updated. Close co-ordination will continue between the two regimes, however as there are separate legal provisions, this would not constitute relevant grounds for a formal objection to the LEZ Scheme.
- 4.81 Overall, taking account of objections relating to alignment with taxi/PHC licensing, the Council does not consider that objections in respect to taxi and PHCs can be upheld.

### **Conclusions**

- 4.82 Having considered all the objections submitted, the Council does not consider or recommend that any changes to the Scheme can be justified on the grounds raised in the objections.
- 4.83 However, measures to mitigate potential impacts of traffic displacement (Network Management Strategy) along with ensuring awareness of the funding support for upgrading vehicles and switching to more sustainable modes of travel have been reiterated. A mechanism for assessing requests for local exemptions has also been set out.
- 4.84 It is therefore recommended that the objections be set aside, and steps are taken to 'Make a Low Emission Zone Scheme' as per the Act and the 2021 Regulations.
- 4.85 If Committee and/or Scottish Ministers disagree with recommendations, they can request an examination of the Scheme.
- 4.86 Further programme delays increase the risk of not achieving Scheme objectives, including achieving statutory air quality objectives to reduce emissions.
- 4.87 In term of future development, the Act and 2021 Regulations give powers to local authorities to make, amend or revoke a LEZ following all statutory steps, at any time. Any such changes would need to be evidence-led.

## **5. Next Steps – Final Submission**

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- 5.1. To 'Make a Low Emission Zone Scheme' the Council is required to present a Final Submission for approval by Scottish Ministers (refer to Appendix C). The Draft Final Submission is currently being reviewed informally by Transport Scotland. The submission covers the following aspects:
- Governance, Management & Strategy
  - Summary of Air Quality, Climate Change and Transport issues
  - Objectives

- Options Appraisal
- Operational details
- Modelling / Validation
- Consultation, Engagement and Stakeholder Input
- Costs / Funding
- Risks / Uncertainty
- Monitoring / Reporting

5.2. If the recommendations of this report are approved, officers will:

- 5.2.1. Proceed with the Scheme, as presented in the Final Submission document at Appendix C, and in cognisance of the objections report presented at Appendix B, following the Statutory Notice Period;
- 5.2.2. Proceed with the design and delivery of the Scheme, pending approval of the Final Submission to Scottish Ministers, as per statutory requirements; and
- 5.2.3. Proceed to 'Make a Low Emission Zone Scheme' based upon the Scheme, as presented in the Final Submission document at Appendix C, for introduction on 31 May 2022, in accordance with statutory requirements and subject to approval by Scottish Ministers.

## **6. Financial Impact**

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- 6.1. Grant funding has been awarded this financial year from Transport Scotland to cover capital expenditure for infrastructure required for the enforcement system and revenue to support the development and advertisement of the Scheme. The grant award did not include legal costs; however, the Council has applied to recoup these costs via the City Centre Recovery Fund (£35k estimated in total).
- 6.2. Future funding for the ongoing revenue costs for operating the LEZ Scheme is the subject of ongoing discussion with the Scottish Government, through the LEZ Leadership Group. The estimated revenue cost is £400,000 per annum once enforcement commences in 2024/25. The Scottish Government is also considering unfunded capital costs in the range of £570,000 to construct road network changes that will facilitate traffic movements around the boundary.
- 6.3. The Council will continue to apply for LEZ Grant Funding from Transport Scotland to ensure the development and implementation of the Scheme. In 2022/23 the award is likely to include funds for signage and communication/engagement.
- 6.4. The financial implications of the LEZ will be published as part of the annual LEZ progress report and in annual accounts of the Council, according to the financial year, the Act and 2021 Regulations.



## **7. Stakeholder/Community Impact**

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- 7.1. The stakeholder and community involvement in developing Edinburgh's LEZ were set out in the October 2021 and in previous reports to Committee in June 2021 and in 2019.
- 7.2. The Integrated Impact Assessment (IIA) has been finalised and is attached in Appendix D.

## **8. Background Reading/External References**

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- 8.1. Transport and Environment Committee - Low Emission Zone – Carbon Impact (Item 7.4, the City of Edinburgh Council, approved subject to amendment, January 2022).
- 8.2. Transport and Environment Committee - Low Emission Zone – Consultation and Development (Item 7.1, the City of Edinburgh Council, approved subject to amendment, October 2021).
- 8.3. Transport and Environment Committee - Low Emission Zone – Preferred Scheme for Consultation (Item 7.4, the City of Edinburgh Council, approved June 2021).
- 8.4. Edinburgh Low Emission Zone Webpage (the City of Edinburgh Council).
- 8.5. Low Emission Zone Guidance (Transport Scotland, October 2021).
- 8.6. Low Emission Zone Scotland (Transport Scotland).
- 8.7. Low Emission Zone Support Funds Scotland (Energy Savings Trust/Scottish Government).
- 8.8. Post-COVID Uncertainty Summary Note (Transport Scotland).
- 8.9. Low Emission Zone - Statutory Notice Period Evidence (the City of Edinburgh Council).

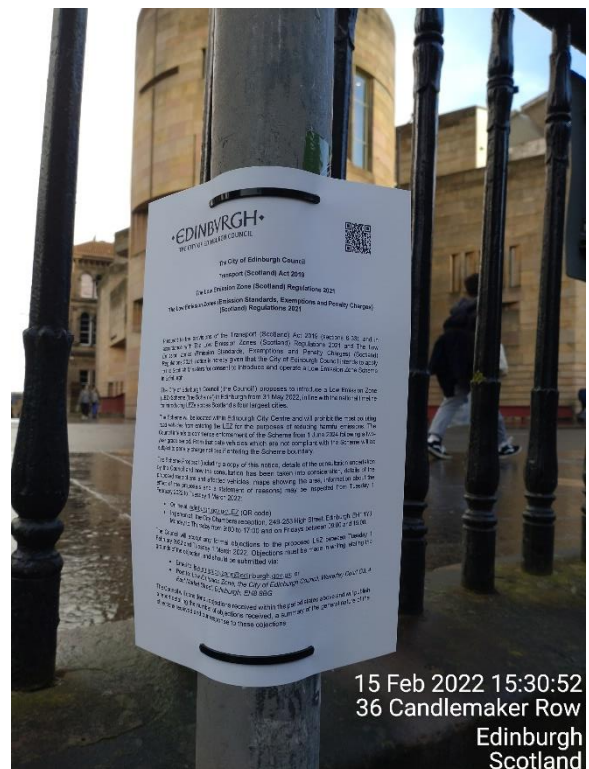
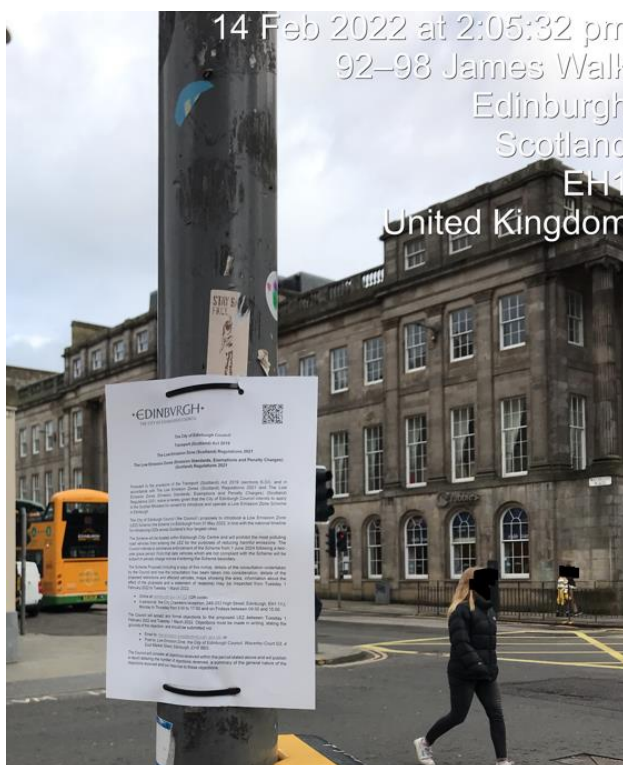
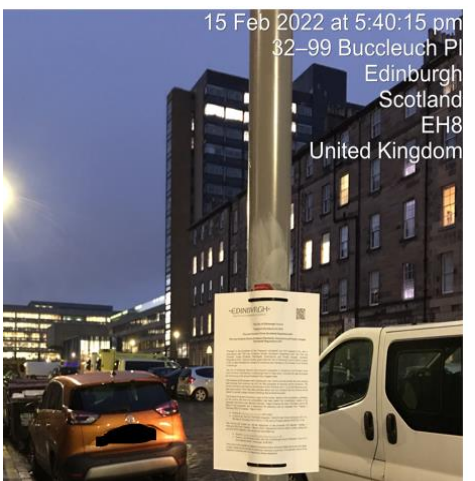
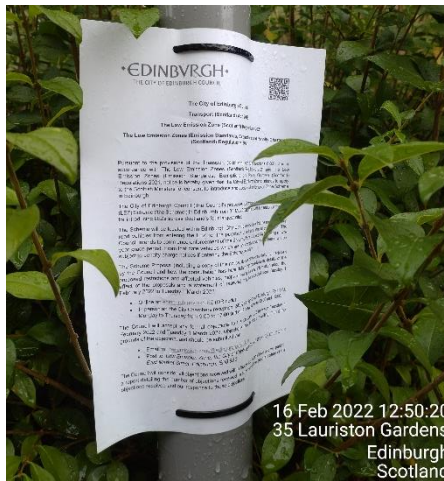
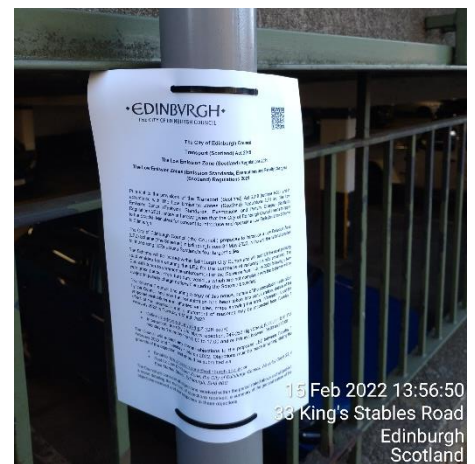
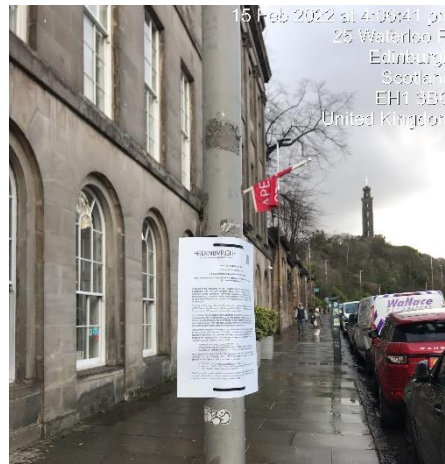
## **9. Appendices**

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- 9.1. Appendix A – Statutory Notice Period Evidence.
- 9.2. Appendix B - Objections Report.
- 9.3. Appendix C – Final Scheme Submission to Scottish Ministers (Draft).
- 9.4. Appendix D – Integrated Impact Assessment.

# Appendix A - Statutory Notice Period Evidence (the City of Edinburgh Council)

## On Street Bills



# Edinburgh Evening News Notice & 'Teaser' – 01/02/22

**PUBLIC NOTICES**

**PLANNING NOTICES**

**• EDINBURGH •**  
THE CITY OF EDINBURGH COUNCIL

**The City of Edinburgh Council  
Transport (Scotland) Act 2019  
The Low Emission Zone (Scotland) Regulations 2021  
The Low Emission Zones (Emission Standards,  
Exemptions and Penalty Charges) (Scotland)  
Regulations 2021**

Pursuant to the provisions of the Transport (Scotland) Act 2019 (sections 6-33), and in accordance with the Low Emission Zones (Scotland) Regulations 2021 and The Low Emission Zones (Emission Standards, Exemptions and Penalty Charges) (Scotland) Regulations 2021, notice is hereby given that the City of Edinburgh Council intends to apply to the Scottish Ministers for consent to introduce and operate a Low Emission Zone Scheme in Edinburgh.

The City of Edinburgh Council (the Council) proposes to introduce a Low Emission Zone (LEZ) Scheme (the Scheme) in Edinburgh from 31 May 2022, in line with the national timeline for introducing LEZs across Scotland's four largest cities.

The Scheme will be located within Edinburgh City Centre and will prohibit the most polluting road vehicles from entering the LEZ for the purposes of reducing harmful emissions. The Council intends to commence enforcement of the Scheme from 1 June 2024 following a two-year grace period. From that date vehicles which are not compliant with the Scheme will be subject to penalty charge notices if entering the Scheme boundary.

The Scheme Proposal (including a copy of this notice, details of the consultation undertaken by the Council and how the consultation has been taken into consideration, details of the proposed restrictions and affected vehicles, maps showing the area, information about the effect of the proposals and a statement of reasons) may be inspected from Tuesday 1 February 2022 to Tuesday 1 March 2022:

- Online at [edinburgh.gov.uk/LEZ](http://edinburgh.gov.uk/LEZ) (QR code)
- In person at the **City Chambers reception, 249-253 High Street, Edinburgh EH1 1YJ**, Monday to Thursday from 09.00 to 17.00 and on Fridays between 09.00 and 15.00.

The Council will accept any formal objections to the proposed LEZ between **Tuesday 1 February 2022 and Tuesday 1 March 2022**. Objections must be made in writing, stating the grounds of the objection, and should be submitted via:

- Email to: [low.emission.zone@edinburgh.gov.uk](mailto:low.emission.zone@edinburgh.gov.uk); or
- Post to: **Low Emission Zone, The City of Edinburgh Council, Waverley Court G3, 4 East Market Street, Edinburgh EH8 8BG.**

The Council will consider all objections received within the period stated above and will publish a report detailing the number of objections received, a summary of the general nature of the objections received and our response to these objections.

**FOR ALL YOUR LATEST INFORMATION ON PLANNING PROPOSALS, TRAFFIC NOTICES, GOODS VEHICLE OPERATOR LICENCES, LICENCES TO SELL ALCOHOL AND PROBATE NOTICES**

**SEE OUR PUBLIC NOTICES SECTION**

ing Scotland their home. The "Welcome Hub" includes a range of resources, available in both English and Cantonese, such as information on Scottish public services, housing, and arrivals from Hong Kong, enabling them to make an important contribution to Scottish communities to the benefit of all." [www.migrationscotland.org.uk/hong-kong](http://www.migrationscotland.org.uk/hong-kong)

**• EDINBURGH •**  
THE CITY OF EDINBURGH COUNCIL

**LOW EMISSION ZONE SCHEME**

**The City of Edinburgh Council proposes to introduce a Low Emission Zone (LEZ) Scheme in Edinburgh from 31 May 2022.**

**FOR MORE INFORMATION PLEASE SEE THE NOTICE IN TODAY'S CLASSIFIED SECTION.**

# The Scotsman Notice & 'Teaser' – 01/02/22

**PUBLIC NOTICES**

**GENERAL NOTICES**

**• EDINBURGH •**  
THE CITY OF EDINBURGH COUNCIL

**The City of Edinburgh Council  
Transport (Scotland) Act 2019  
The Low Emission Zone (Scotland) Regulations 2021  
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lay. The Government would consider carefully' any re- have called for the requirement for secondary school students to wear face coverings to out face mas classrooms a to wear them

**• EDINBURGH •**  
THE CITY OF EDINBURGH COUNCIL

**LOW EMISSION ZONE SCHEME**

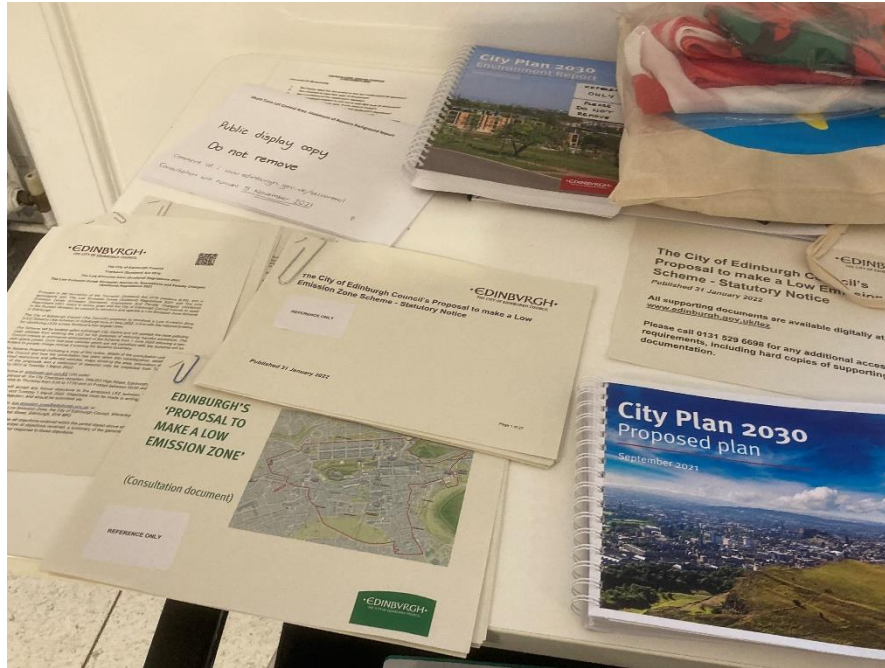
**The City of Edinburgh Council proposes to introduce a Low Emission Zone (LEZ) Scheme in Edinburgh from 31 May 2022.**

**FOR MORE INFORMATION PLEASE SEE THE NOTICE IN TODAY'S CLASSIFIED SECTION.**

**UK g man**

By **JEMMA CRI**

The UK govern ing...again" at mandatory c cines for fron social care w of the less s variant. Ministers ing pressure



### Statutory Notice Period: Proposal to make a Low Emission Zone Scheme Webpages (the City of Edinburgh Council) – live throughout Period

A summary of the Statutory Notice Period was available during the Period, and linked from the main [edinburgh.gov.uk/lez](http://edinburgh.gov.uk/lez) homepage. Summary of the following subjects was made available on the [dedicated Statutory Notice Period webpage](#):

- About the legal process
- Objections process
- Legal powers to make low emission zones

In addition a sub-page provided all [Supporting evidence for Statutory Notice Period](#), as summarised below:

Evidence Item(s)	Publication Date
<a href="#">Statutory Notice</a>	January 2022
<a href="#">Statement of Reasons</a>	
<a href="#">Consultation Statement</a>	
<a href="#">On-street Bill</a>	
<a href="#">Consultation Document</a>	May 2021
SEPA Air Quality Modelling Reports	2018-2021
Traffic Modelling Reports	2019-2021
Consultation Analyses	2019-2021
Impact Assessments	2021
<a href="#">Options Appraisal Report</a>	May 2021
Transport and Environment Committee Reports	2018-2022

# Edinburgh Low Emission Zone – Objections Report

March 2022

## Introduction

On 27 January 2022, the Transport and Environment Committee agreed to proceed with the Statutory Notice Period for the City of Edinburgh Council's ('the Council') Low Emission Zone (LEZ) Scheme Proposal. The Low Emission Zones (Scotland) Regulations 2021 ('the 2021 Regulations') require the publication of the Scheme Proposal to be undertaken after completing the statutory consultation process but before submitting the proposal to the Scottish Ministers for approval. The Statutory Notice Period must run for at least 28 days and be publicised widely in accordance with Regulation 3 of the 2021 Regulations, to enable formal objections to be made.

The Council's Statutory Notice Period ran for 29 days from 1 February 2022 to 1 March 2022 and was publicised in accordance with the 2021 Regulations.

As required under Regulation 4 (4) of the 2021 Regulations, a report must be prepared and published detailing:

1. The number of objections received;
2. A summary of the general nature of the objections received; and
3. The local authority's response to the objections received.

This report fulfils the requirements of Regulation 4 (4) the 2021 Regulations.

## 1. Number of Objections Received

During the 29-day notice period the Council received 26 objections and one note of support.

Objections were raised by the Edinburgh Association of Community Councils, West End Community Council, New Town Broughton Community Council, a joint submission from Corstorphine and Murrayfield Community Council, Preston Street Primary School Parent Council and Living Streets. In addition, 3 businesses and 17 individuals also submitted objections.

# Edinburgh Low Emission Zone – Objections Report

A petition was received from an individual, but this did not meet the Council's criteria to be recorded formally as a petition. The petition did not provide full names of signatories or confirm that signatories were over 16 and lived in Edinburgh. As a result, the petition was recorded as 1 objection from an individual.

## **2 & 3. Summary of Objections Received and the Council's Responses**

Following the Statutory Notice Period, the Council has reviewed and assessed all the objections received. The Council has observed that the nature of the objections can be summarised under a number of key themes.

These themes are summarised in this section of the report, together with the Council's response to the matters raised by the objections:

- Boundary
- National and Local Time-Limited Exemptions
- Impact on Individuals & Businesses
- Evidence Base and Modelling Uncertainty
- Consultation, Engagement and Legal Process
- Need for a Low Emission Zone
- LEZ funding and Impact on Council Budget
- Vehicle Types and Emission Standards
- Carbon Emissions
- Other Measures to Improve Air Quality
- Alignment with Taxi and Private Hire Car (PHC) licensing standards

Several the objections made reference to more than one of these themes, others were more specific and related to a practical issue or implication which was personal to the individual objector.

# Edinburgh Low Emission Zone – Objections Report

## Boundary

The most common theme of objection related to the Scheme boundary; predominately in relation to its size and potential future traffic displacement impacts, as well as a concern that it may have a detrimental impact on individuals and children's health and wellbeing due to the potential increase in polluting traffic diverting around the boundary. See also Impacts on Individuals & Businesses and Evidence Base sections.

Objectors who raised an issue with the boundary indicated preferences for a boundary at various spatial scales, including an Extended Urban Area, and larger or smaller City Centre boundaries, compared to the Scheme boundary. Some concerns were raised about the cumulative impact of transport and planning related development in the city and its impact on the City Centre.

The National Modelling Framework (NMF), which was devised to provide consistency in evidence across Edinburgh and the other cities implementing LEZ (Aberdeen, Dundee and Glasgow), showed that although there could be localised impacts in the West End area, these were short lived. Further appraisal work concluded that these concerns did not outweigh the benefit of the scheme overall. Air quality modelling and assessments of pollutant concentrations by schools (including Preston Street Primary School) and nurseries provided evidence that adverse impacts were not anticipated in these areas.

The Options Appraisal work undertaken in accordance with the National Low Emission Framework considered several boundary options, presented to the Council's Transport and Environment Committee ('the Committee') in June 2021. In this Appraisal, an Extended Urban Area boundary and a smaller City Centre boundary were examined. Both of these options were excluded due to evidenced air quality impacts around the Central Air Quality Management Area and there is evidence that indicates air quality benefits of a City Centre LEZ would extend beyond the immediate boundary. In appraising options proportionality in Scheme design and Scheme benefits was a key principle, in cognisance of socio-economic impacts and all Scheme objectives

Minor alterations to the proposed city centre boundary were also explored following agreement by the Committee in October 2021 to explore the Scheme's contribution to reducing greenhouse gases. Boundary changes in the West End and south-east were found to lead to significant increases in the length of diversion route for non-compliant traffic and did not resolve displacement impacts. Extending the boundary in the north east to include Calton Hill would have negligible carbon impact, according to the National Modelling Framework (NMF). The evidence presented indicated that no changes to the boundary could be justified.

It should also be noted that there are two objectives of the LEZ Scheme which relate directly to the implications of the LEZ boundary. These are:



# Edinburgh Low Emission Zone – Objections Report

- Minimise the impact from traffic displacement across the city’s transport network, related to the LEZ Scheme; and
- Strategically align with the Council’s sustainable transport, active travel and placemaking objectives.

In respect of these objectives and previously raised concerns about traffic displacement, Committee has also agreed to the development of a Network Management Strategy (NMS). Officers will continue to consider all feasible and proportionate options for the NMS and will recommend suitable changes, on an evidence-driven basis. Officers will also engage with key stakeholders, including Community Councils, in the development and delivery of the NMS. The NMS would be delivered under the appropriate environmental impact legislation as per the Strategic Environmental Assessment. Strategically aligning the LEZ with the Council’s sustainable transport and placemaking plans will also ensure that traffic management and improving the environment within the City Centre is at the core of the LEZ.

A LEZ annual progress report is required by the Regulations on the operation and effectiveness of the Scheme. This will link to a robust monitoring regime that will inform the NMS and may cover public transport journey times, traffic surveys and public opinion surveys as well as the Council’s well-established air quality monitoring network.

Other wider elements of the LEZ Scheme implementation will also assist with addressing concerns that have been raised about the boundary, as detailed below.

During the grace period the developing communication and signage strategy will be implemented. Statutory entry/exit signs are required at the LEZ boundary and early warning signs may be placed on key routes leading to the LEZ, at the discretion of the Council. A communications and engagement campaign will focus on promotion of support funds available for adapting to the LEZ and promoting the benefits of cleaner air and use of sustainable travel.

In conjunction with the 2021 Regulations and associated guidance, Automatic Number Plate Recognition cameras and Mobile Enforcement Vehicles will be utilised as the basis of enforcement on the boundary. The Councils Local Enforcement Strategy, previously considered by Committee, aims to meet financial best value principles, 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.

# Edinburgh Low Emission Zone – Objections Report

## Detailed commentary of concerns raised regarding the boundary:

Three Community Councils objected to the LEZ on the basis that the boundary was considered to be too small and should be larger. Corstorphine Community Council, Murrayfield Community Council and the Edinburgh Association of Community Council's (EACC) indicated that the Extended Urban Area boundary was preferred, while New Town and Broughton Community Council indicated that a larger City Centre boundary was preferred, to include Calton Hill.

### West End

The West End Community Council, Living Streets Edinburgh and other individual objectors raised concerns relating to displacement impacts of the Scheme boundary proposal in the West End. The area has long-standing and historic traffic patterns and serves key routes within the city centre, despite its residential character and forms part of the Central Air Quality Management Area. An individual also raised a concern about diverting traffic onto Moray Feu setted streets which is part of the World Heritage Site.

Detailed analysis of façade modelling showed that new exceedances are expected at the façade at Palmerston Place. However, the future scenario (after LEZ fully embedded) does not indicate any exceedances in this area, or at most facades across the entirety of the boundary. This is likely to be due to less non-compliant traffic needing to use the diverted route, as well as vehicle standards generally improving. The analysis also found similar results for sensitive receptors such as schools and nurseries.

The West End Community Council raised additional concerns about cumulative traffic impact from changes in the traffic network in the West End (e.g. Trams and CCWEL) that they feel have not been recognised and addressed.

### North East

The New Town and Broughton Community Council as well as other objectors raised concerns about displacement impacts around Calton Hill, and that the boundary should be redrawn in this area.

### South East

Preston Street Primary School Parents Council and other objectors raised concerns about the potential displacement impacts outside Preston Street Primary School, and that the mitigation measures proposed are not sufficient to protect the health and wellbeing of children.

# Edinburgh Low Emission Zone – Objections Report

One objector stated that the boundaries are poorly sited and will have a detrimental impact on the health, wellbeing and the rights of children due to the increased polluting traffic diverted.

## **Mitigation Measures:**

Officers will continue to consider all feasible and proportionate options via the LEZ Network Management Strategy (NMS). The NMS is designed to mitigate potential displacement impacts and will continue to recommend suitable changes, on an evidence-driven basis.

Central to the NMS is to monitor and evaluate displacement impacts strategically around the entire boundary following an evidence-led approach, before specific solutions can be identified.

Consultation and engagement highlighted additional areas at/near to the boundary for which enhanced monitoring and evaluation could be utilised to inform the process of identifying potential solutions, as outlined below. Convincing evidence and wider stakeholder support for such solutions is required

Mitigation measures across all areas, including the West End, north-east and south-east, alongside previously identified measures will be further developed, following an evidence-led approach and with stakeholder support.

### West End Mitigation

The West End (generally but not exclusively streets between the A8 at Haymarket Terrace and A90 at Queensferry Road) has been cited as an area of concern. The area has long-standing and historic traffic patterns and serves key routes within the city centre, despite its residential character. Potential displacement impacts of LEZ in this location should be considered strategically and in relation to wider complexities of citywide network management.

Officers recommend exploring potential solutions in the West End, considering that further traffic modelling assessments and stakeholder support would be required before design and implementation and that there are other significant projects planned in this area, such as the under City Centre West-East Link (CCWEL) active travel scheme under construction.

LEZ will collaborate with CCWEL to collect further traffic modelling evidence to inform any future potential impacts the Scheme will have on the road network. Evidence from future traffic modelling and surveys could be used to determine a separate project, using instruments such as Experimental Traffic Regulation Orders (ETROs).

# Edinburgh Low Emission Zone – Objections Report

An interim solution for Tollcross Junction is being costed in the first instance, to provide a logical and effective diversion route for non-compliant traffic. Measures being costed include, re-alignment of kerbs/resizing of island, repositioning of bollard and signal heads and carriageway patch. It is recognised that a major overhaul of Tollcross Junction is required in the long term.

Changes to Morrison Street are being costed to provide a logical and effective diversion route for non-compliant traffic. Measures being costed include redesign of junction at Morrison Link/Morrison Road, redesign of junction at Torphichen Street/Morrison Street/Gardner's Crescent and road markings on Morrison Street to permit two-way traffic. Any changes would consider other requirements such as for loading and taxi rank access.

LEZ will continue engagement with Tollcross Primary School and other stakeholders in the area around planned Active Travel measures, in relation to LEZ delivery timelines.

## North-East Mitigation

The NMS will take on board key concerns about displacement impacts around Calton Hill and Holyrood Park.

A signposted diversion route will be made around the whole Scheme boundary. In the north-east this will follow London Road and Abbeyhill/Abbeymount to mitigate potential displacement impacts through residential areas on Calton Hill.

## South-East Mitigation

At Preston Street Primary School mitigations will be explored to address concerns relating to safety, improving amenity for school children and parents following lessons learned by Travelling Safely measures already in place.

Preliminary analysis has outlined various potential measures including but not limited to; permanent widening of pavements around the school, prioritisation of traffic signalling around school pick up/drop off times to pedestrians, additional traffic calming measures and others.

Such measures will be delivered as part of the Road Safety programme, in collaboration with the LEZ.

## **Conclusion:**

In conclusion, the Council officers have carefully considered the objections received with respect to the boundary and have concluded that no changes can be justified given the rationale, analyses and evidence that have been used to develop the LEZ Scheme.

# Edinburgh Low Emission Zone – Objections Report

## National and Local Time-Limited Exemptions

Some objectors made comments about the national exemptions; however, these are prescribed in the 2021 Regulations and the Council has no powers to amend them.

Objections received around 'local time-limited exemptions' tended to relate to individuals' personal circumstances, for example in relation to accessing the LEZ for night-shift work, or the impact on those with hidden disabilities.

Granting local exemptions, in addition to the national exemptions, risks undermining the overall benefits of the Scheme. The Council's proposed approach to local exemptions is expected to ensure that local exemptions would only be issued or permitted on a case-by-case basis and only in exceptional circumstances. It is unlikely that these criteria would apply to situations of a personal nature.

The Scottish Government provides [LEZ Support Funds](#) to help mitigate adverse financial impacts of Scotland's LEZs. The availability of these funds will help off-set the impact of the scheme for persons falling into this category. On balance, this is considered to provide a reasonable safeguard.

One objection relating to a hidden disability requested that consideration of a local exemption was necessary as they did not possess a blue badge. The Council's LEZ webpage on exemptions has now been updated to link to the Council's blue badge webpage, to encourage eligible individuals to explore whether they could apply for this national LEZ exemption. All applications for blue badges will be considered according to national policy and may be applied for on the [Council's dedicated webpage](#).

Taking account of the objections received and previous consultation feedback, it is recommended that Council officers establish a LEZ Local Exemption Advisory Panel (LEZ-LEAP). This panel will meet quarterly as part of the Council's LEZ Delivery Group, and will consider requests for local time-limited exemptions.

Overall, taking account of recommendations to establish a LEZ-LEAP, and national exemptions and support funds in place, the Council does not consider that objections relating to the proposed local exemption approach can be upheld on this basis.

# Edinburgh Low Emission Zone – Objections Report

## Impact on Individuals & Businesses

Some of the objections received related to the impact on individuals and businesses and tended to raise issues which were financial in nature and related to the cost of complying. One objection raised a concern about the accuracy of the Integrated Impact Assessment (IIA) as it was suggested that it understates the negative air quality and health impact of the traffic diverted along the boundaries, particularly on children.

The IIA helped inform the final design of Edinburgh's LEZ by presenting potential impacts arising from its introduction. It considered a range of consequential impacts and assessed them on equality, human rights (including the rights of children and young people), the environment and climate change. The IIA utilised the NHS Lothian Integrated Impact Assessment guidance as an effective mechanism for meeting requirements of the NLEF and the Equality Act 2010 (Specific Duties) (Scotland) 2014.

The IIA concluded that the LEZ has the potential to cause a range of positive and negative impacts, from improving health of society to potentially reducing access to the city centre for those who rely on private vehicle transport. The most significant impact of the LEZ will be the improvement in air quality and the resulting health benefits to residents, visitors and workers. The LEZ also has a potential positive health impact through encouraging the use of active travel and public transport for certain trips and changing existing travel behaviours.

Given the focus of the IIA to look at how protected groups are potentially differentially affected, there are instances where the LEZ could disproportionately affect some groups in society. For example, those who have a diminished ability to upgrade to a compliant vehicle due to low income, including people on benefits, single parents, or disabled people. The assessment concluded that, despite the health benefits, protected members of society can be negatively impacted by the LEZ but that these impacts can be removed or mitigated through considerate decision making at national and local level.

Nationally, the LEZ Support Fund, retrofitting schemes and exemptions outlined in the 2021 Regulations all look to reduce negative impacts of LEZs. In addition, the locally applied 2-year grace period will help mitigate the impacts, allowing additional time for residents and businesses to adapt or comply with LEZ requirements.

Working in partnership with Scottish Government and Transport Scotland, the Council has developed a Scheme where any potential negative impacts of the LEZ are considered to be minimised.

# Edinburgh Low Emission Zone – Objections Report

Overall, taking account of objections relating to impact on individuals and businesses and support funds available, the Council does not consider that objections relating to impact on individuals and businesses can be upheld.

## Evidence Base and Modelling Uncertainty

Some objectors made comments on modelling uncertainty, one commented about the removal of monitoring equipment and a comment was also made on the accuracy of the IIA.

The Council has worked in close partnership with the Scottish Environment Protection Agency (SEPA), Transport Scotland and the Scottish Government to assist in the success of the National Modelling Framework (NMF), to provide the quantitative evidence for assessing criteria for LEZ development, as a standard across the whole of Scotland.

The four-cities NMF models have relied on accurate, high quality, local fleet composition data and up-to-date emission factors, to build a robust evidence base. The NMF approach ensured that data was collected over a sufficiently large area to inform the model build and collect detailed vehicle categorisation information. The NMF model outputs have been produced at a resolution that offers evidence derived from accurate and insightful information, which also included future prediction modelling to evaluate the impact of natural and planned improvements to the fleet.

The outputs and predictions made within any model are subject to uncertainty, however methods and testing can be applied to limit this.

SEPA worked with University of Glasgow and University of Bergamo on methods to help address model uncertainty. This utilised a statistical technique to describe the behaviour of the model and resulted in implementing methods to establish the risks posed to predictions from uncertainty with a number of factors e.g. future emissions, meteorological conditions. This formed the basis of the NMF development and evidence-led approach, which has been consistently applied across the four cities implementing LEZs in Scotland.

In conclusion, the uncertainties have provided minimal risk to the accuracy of the results and the best available evidence has been available through the NMF process to support decision-making. Therefore, the objection cannot be upheld.

# Edinburgh Low Emission Zone – Objections Report

The concerns raised over the IIA relate to comments on health and wellbeing of children from Preston Street Primary School. This school is located on the boundary, and concerns raised suggested a stronger focus should have been placed on the rights of children in the assessment. As mentioned above, the IIA takes into account all impacted groups and in light of the modelling research carried out, the Council does not consider that the LEZ will have adverse impacts on children.

Further engagement has been carried out with Preston Street Primary School Parent Council and colleagues in Road Safety regarding traffic calming measures outside the school that should also provide benefit and reassurance to parents.

The Council has undertaken significant traffic surveys and a review of the air quality monitoring network which has predominately involved additional monitoring, to help develop the NMF modelling work and provide baseline information for assessment of any future impacts. In conjunction with partners, including SEPA and Transport Scotland, these surveys and monitoring regimes will continue, part in response to the requirement to report on the effectiveness of the LEZ, but also in response to the Council's statutory duties to review and assess air quality on an annual basis (the Local Air Quality Management regime).

Overall the Council does not consider that objections in respect to the evidence base and modelling, can be upheld.

## **Consultation, Engagement and Legal Process**

Some of the objections raised matters related to the consultation and engagement process for the development of the Scheme. These can be broken down by referring to the consultation period, transparency of results, previous comments made by organisations that were perceived not have been addressed, disenchantment with level of engagement in affected communities, and a request for a referendum on the Scheme.

There was a comment made in relation to the online advertising of the Statutory Notice Period as well as the posting of the notices on the street. Despite concerns, the advertised period was one day above the minimum required by statute and the Council did not receive any late submissions. All objections or comments received were reviewed and assessed.

The 2021 Regulations and associated guidance were clear about the consultation process and engagement and the Council ensured the process was followed correctly, including the siting of notices (See Appendix A). A Consultation Statement as required by the 2021 Regulations was published as part of the Statutory Notice Period.

Overall, taking account of objections relating to the consultation, engagement and the legal process, the Council does not consider that objections in respect to vehicle types and emission standards can be upheld.



# Edinburgh Low Emission Zone – Objections Report

## Need for a LEZ

Some objectors raised concerns that, overall, a LEZ is not needed.

The commitment to deliver LEZs across the four cities was established in Scottish Government's Programme for Government 2017/18. Transport Scotland's 'LEZ Post-COVID Uncertainty' Briefing Note also reinforces the continued need for LEZs, even considering the impact of the pandemic.

Evidence confirming the need for a LEZ in Edinburgh has been set out in previous committee reports and as part of the Statutory Notice process. A 'Statement of Reasons – Why Edinburgh Needs a Low Emission Zone' was published as part of the Statutory Notice period, the main elements of which can be summarised as follows:

- Air Quality – Improving Health and Wellbeing. The Council has a statutory duty to review and assess air quality and ensure measures are implemented in areas where Air Quality Objectives are not being met. The city centre has the greatest magnitude of traffic related pollution problems and breaches of statutory objectives and the LEZ will accelerate vehicle compliance with the national emission standards to improve air quality and public health;
- The Council declared a Climate Emergency in 2019 setting a vision for Edinburgh to be net carbon zero by 2030. Meeting this target and adapting to the impacts of climate change will require system-wide and transformational change across all sectors of the city. The LEZ will play an important role in accelerating behaviour change towards more sustainable forms of transport and cleaner vehicle technologies; and
- Sustainable Transport – Creating an Accessible, Efficient and Active Transport network. A LEZ is a key deliverable of the CMP and will help to incentivise the use of more sustainable, low emission travel modes. The Council's target to reduce car kms by 30% by 2030 requires a whole toolkit of measures, of which a LEZ will play an important role.

Nationally, Transport Scotland in partnership with the local authorities have been running the 'Get Ready' for LEZs campaign. Previous committee reporting confirmed that an analysis of the Edinburgh fleet composition showed that there were significant improvements already being made in the commercial-type fleet, hence it is considered that LEZs are providing a strong incentive for lower emission vehicles, as soon as practicable.

# Edinburgh Low Emission Zone – Objections Report

Air Quality improvements are being realised across the City, which is having a positive benefit in reducing pollution concentrations. However there remains pollution hot-spots in the City and in particular in the City Centre Air Quality Management Area. See also Other Measures to Improve Air Quality sections.

Developing a LEZ in a consistent manner with the other three largest cities in Scotland means the risk of displacement of national fleets is lower. As Scotland's capital, Edinburgh needs to be one of the leaders in delivering this important intervention.

Overall, taking account of objections relating to the need to address poor air quality, climate change and sustainable transport, the Council does not consider that objections in respect to need for a LEZ can be upheld.

## LEZ funding and Impact on Council Budget

One objector considered that the funding associated with the LEZ Scheme would be much better spent on other measures to improve transport and/or air quality. Also, there was acknowledgement that costs are likely to be incurred by the Council to fully implement the boundary and operate the Scheme.

The Transport (Scotland) Act 2019 set out provisions for ministers to make grants to a local authority to meet, or help towards meeting, its costs in determining whether to make a low emission zone scheme, making a scheme and operating a scheme. The Council has been in receipt of grant for several years to help development of the Scheme and continues discussions with the Scottish Government about future financing.

It should also be noted that any monies received from penalty charges in respect of a LEZ scheme may be applied by the Council for the purposes of facilitating the achievement of the Scheme's objectives, once any operational costs are covered.

In February 2020, Committee noted that the Council and its regional partners received funds from Transport Scotland through the LEZ Public Transport Provision Fund (PTP) to promote modal shift and support the LEZ Scheme's objectives. In total, approximately £3.7m of PTP funds were claimed across SEStran region by the Council and regional local authorities to encourage modal shift and more sustainable transport.

# Edinburgh Low Emission Zone – Objections Report

In addition, the Scottish Government has provided a total of £1.5m in LEZ Support Funds to adapt to LEZs and generally promote modal shift and sustainable transport for over 450 microbusinesses/low-income households located within 20 kilometres of the Scheme. Funds have also been allocated for taxi retrofit.

In general, it is recognised that although there may be some impact to the Council’s budget, the need for a LEZ is also well understood. Account should also be taken of the funding and works already in place to encourage sustainable transport.

Overall, taking account of objections relating to funding support, the Council does not consider that objections in respect to finance impact to the Council can be upheld.

## Vehicle Types and Emission Standards

One objector considered that only diesel vehicles should be included in the scope and that it was not necessary to include other types of vehicle within the Scheme.

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) within the Low Emission Zones (Emission Standards, Exemptions and Enforcement) (Scotland) Regulations 2021. It is not in the Council’s remit to consider deviating from these standards and regulations.

For Edinburgh, the modelling and appraisal work showed that with the scale of the air quality exceedances in the City Centre, the decisions to include all the different vehicle types within the Scheme (except motorcycles and mopeds as per the 2021 Regulations) was the most appropriate course of action. This would also ensure that the wider objectives of the Scheme could also be better achieved. It was recognised that with all vehicles included there would also be some benefit in communicating the Scheme in a clear and concise manner.

Overall, taking account of objections relating to modelling evidence and the statutory requirements, the Council does not consider that objections in respect to vehicle types and emission standards can be upheld.

# Edinburgh Low Emission Zone – Objections Report

## Carbon Emissions

Objections were raised in terms of the limited ability for the LEZ to reduce carbon (CO<sub>2</sub>), however it should be noted that the objectives of the scheme include the statutory requirement to ensure there are reductions in greenhouse gas emissions, as per Transport (Scotland) Act 2019.

Other discretionary objectives agreed by the Council include those to ensure alignment with city, regional and national policies that encourage more sustainable transport. This approach recognises that there are limits to reducing tail-pipe CO<sub>2</sub> emissions via current LEZ structures, as shown by the NMF process and as reported to Committee in January 2022. However, the modelling also indicated that the Scheme would contribute to CO<sub>2</sub> reductions when considering the wider LEZ objectives such as encouraging mode shift to more sustainable, active travel modes.

Overall, taking account of objections relating to modelling evidence, the Council does not consider that objections in respect to carbon emissions can be upheld.

## Other Measures to Improve Air Quality

Some objectors considered that funding would be better spent on other air quality improvement measures. An objector raised concern around compliance of the Council's fleet.

The Local Air Quality Management framework set out in the Environment Act (1995) obliges local authorities to implement an Air Quality Action Plan (AQAP) where breaches of Air Quality Objectives are likely. The Council is currently revising the existing Plan and It is intended that, if approved, the LEZ will constitute a significant action in the forthcoming revision.

The Air Quality Action Plan will also include wider measures to improve air quality. Progress on these existing (and new) measures must be reported to UK and Scottish Government on an annual basis.

The Council will undertake a statutory consultation process on the revised Plan following its presentation to Committee in summer 2022.

The Council's fleet is undergoing a fleet replacement programme which will take LEZ requirements into account.

# Edinburgh Low Emission Zone – Objections Report

Overall, taking account of objections relating to modelling evidence and AQAP measures to improve air quality, the Council does not consider that objections in respect to other measures to improve air quality can be upheld.

## Alignment with Taxi and Private Hire Car (PHC) licensing standards

One objector commented on the alignment of the LEZ Scheme with the PHC licensing standards. This may have originated from information on the Council's website that required updating, with respect to the new timescales applied to the age and emission policy for taxi and PHC licenses.

The LEZ Scheme and licensing standards are separate regimes, although throughout the development of both projects, there has been discussion and co-ordination.

Currently all taxi and PHCs should be of LEZ compliant standard prior to the enforcement of the LEZ commencing (June 2024).

In response to the comments, information on the Council's website has now been updated. Close co-ordination will continue between the two regimes, however as there are separate legal provisions, this would not constitute relevant grounds for a formal objection to the LEZ Scheme.

Overall, taking account of objections relating to alignment with taxi/PHC licensing, the Council does not consider that objections in respect to taxi and PHCs can be upheld.

## Conclusions

Having considered all the objections submitted, the Council does not consider or recommend that any changes to the Scheme can be justified on the grounds raised in the objections.

However, measures to mitigate potential impacts of traffic displacement (Network Management Strategy) along with ensuring awareness of the funding support for upgrading vehicles and switching to more sustainable modes of travel have been reiterated. A mechanism for assessing requests for local exemptions has also been set out.

# Edinburgh Low Emission Zone – Objections Report

## Summary of Objections - Reference Table

The following table sets out a summary of each of the objections, whether they were from an individual, business or organisation, and the general themes that were raised as part of each objection:

Objection Categorised as Individual, Business or Organisation	Summary of Objection	Theme(s)
1 (Individual)	<p>Concern that residents are given little or no thought.</p> <p>Concern over Council continuing to grant planning applications which will produce car traffic which will lead to more restrictions on residents of the city centre.</p> <p>Concern about Scotrail running older trains into Waverley Station.</p> <p>Suggestion that all residents want is the city cleaned up and to stop having fireworks.</p>	Wider issue of traffic management due to city development
2 (Business)	<p>Most polluted roads outwith the proposed LEZ.</p> <p>Concerned over cost of compliant vehicles, and overall financial implications for business.</p> <p>Call for overall scheme to be scrapped, disagrees with focus on green policies.</p> <p>Concern over transparency of consultation results, believes there is no support for scheme.</p>	Impact on business/ Overall Scheme/ Evidence Base/ Consultation
3 (Business)	Objecting on belief that Private Hire Car (PHC) licensing conditions are not aligned with LEZ scheme. Detrimental to PHC drivers.	Alignment with PHC licensing

# Edinburgh Low Emission Zone – Objections Report

	Believes that communication between departments has not been efficient.	
4 (Individual)	Resident understands the benefits of LEZ but objects on a personal level due to cost of purchasing a compliant vehicle, because public transport isn't a personal option.	Financial Impact on individual
5 (Individual)	<p>Objecting on grounds that child has a hidden disability but requires access to a vehicle. Current car is not compliant, and objector believes there is no entitlement for a blue badge which would allow for a national exemption. Asks for a local exemption.</p> <p>Also objects as LEZ boundary covers multiple streets in objectors permit parking zone making less parking places accessible as vehicle is non-compliant.</p> <p>Asks for permit zones to be remapped so permit holders can access many spaces outwith LEZ.</p>	Exemptions/ Boundary-Alignment with Resident Parking Permit Zones
6 (Individual)	Concern over commuting into proposed Zone at unsociable hours as no public transport available. Current vehicle is non-compliant, requests shift workers be given an exemption.	Exemptions
7 (Individual)	Concern over commuting into proposed Zone at unsociable hours as no public transport available. Current vehicle is non-compliant, requests shift workers be given an exemption.	Exemptions
8 (Individual)	<p>Believes LEZ is a good thing in broader term but personally needs private vehicle for commuting and it doesn't meet standards. There will be lots of public transport operators affected by this, believes they should be classed as essential workers and obtain a local exemption. Cannot use public transport due to unsociable hours.</p> <p>Asks for alternative parking facilities for public transport workers that operate at Edinburgh Waverley Train Station.</p>	Exemptions
9 (Individual)	Does not agree with this zone at all. There are other ways and means to reduce emission in the city other than effectively preventing the poor from entering the city centre.	Financial Impact

# Edinburgh Low Emission Zone – Objections Report

10 (Business)	<p>Objection on grounds that the car park is within the boundary, encouraging motorists to park outwith the boundary, meaning there will be congestion on surrounding streets.</p> <p>There is also a concern that being within the boundary will deter car drivers from visiting and have a financial impact on the businesses within the business centre. Business feels there could be opportunity for car club at this location but car park in boundary would be problematic.</p> <p>Concern that greening of fleets will be slower than council modelling implies due to reduction in buying the new vehicles. The expected reduction in NOx emissions attributed to vehicle fleets will be slower than anticipated. If slower to change harmful emissions will persist for longer.</p>	Boundary-Size and Traffic Management/ Financial Impact on business/ Evidence Base
11 (Individual)	Objects to overall scheme as believe it's not needed, and it's not an appropriate time due to major roadworks/construction in the city centre.	Overall Scheme/ Wider issue of traffic management due to city centre development
12 (Individual)	<p>Objection due to ongoing works throughout the city's streets which disturb traffic flow.</p> <p>Concerns over Council fleet emissions.</p>	Wider issue of traffic management due to city development/ Council's transport emissions
13 (Individual)	<p>Objecting as residents living in the city centre are already penalised through parking permit emission conditions. Personal vehicle registered in March 2015 only has 98g CO2 emissions.</p> <p>Purchased car due to low CO2 emissions, believes should not be solely based on NOx emissions.</p> <p>Requests that support is given to encourage residents to reduce emissions, but they should be given exemption.</p>	Exemptions/ Carbon Emissions
14 (Individual)	<p>In general concerns were raised from the objector about the effects of the LEZ and vehicle details, crown vehicles and failure to comply with legislation.</p> <p>Objector believes such a decision should be taken via a referendum. There were general concerns that the Scheme was not needed because of declining</p>	Overall Scheme/ Boundary-Traffic Management/ Evidence Base/ Operational Cost/ Consultation/ Exemptions/ Carbon Emissions/ Vehicle Types



# Edinburgh Low Emission Zone – Objections Report

	<p>pollution in any case (with no interventions), plus, it will not improve traffic flows, increase congestion and funding would be better spent elsewhere. The objector was also concerned about no other measures being taken to increase (improve) traffic flows and reduce congestions.</p> <p>Concern was raised about the uncertainty in the modelling process involved in development the Scheme, including the range of variables and accuracy of the modelling data (both traffic and air quality).</p> <p>In terms of the specifics of the scheme, concern was raised about increases in pollution at locations on the boundary due to displaced traffic. It was also suggested that vehicle types to be included should be diesel-powered vehicles only (especially diesel only cars and commercial vehicles including buses and coaches).</p> <p>The financial impacts of the scheme were also a concern insofar that those less financially able will need allowances to visit the city centre. Concern was raised about the cost implications to the Council of the Network Management Strategy works, as well as the gap in funding in terms of the ongoing revenue costs. There was a suggestion that funding would be better spent on repairing the current infrastructure or alternative pollution reducing measures which will have a greater impact, or for example better filtration on cremations.</p> <p>The objector also raised concern about the LEZ failing to address reductions in CO2 emissions and that through the structural installations that would be required to implement the scheme and the works required for the network management strategy, additional pollution would be caused and this had not been assessed.</p> <p>There was some concern that the proposed legislation incorrectly details which vehicles should be excluded i.e. crown vehicles and that the Council incorrectly applied timescales for the statutory notice period.</p>	
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# Edinburgh Low Emission Zone – Objections Report

<p>15 (Organisation - Edinburgh Association of Community Councils)</p>	<p>Support for a LEZ.</p> <p>Opposition to a LEZ with the currently proposed boundaries - a city wide boundary is favoured.</p> <p>Concerns raised about the accuracy of modelling and assumptions made.</p> <p>Opposition to the premature removal of monitoring equipment.</p> <p>Concern that the LEZ only benefits the city centre. The streets in the suburban communities have had the highest level of emissions with the consequent detrimental effect on public health. Perversely it is the residents in these communities which will see no benefit from the proposed Edinburgh LEZ.</p> <p>Request for the Council to return the issue of an Edinburgh LEZ to the Scottish Government to facilitate a LEZ that meets residents needs and expectations.</p>	<p>Boundary Size/ Evidence Base/ Consultation</p>
<p>16 (Organisation - Corstorphine and Murrayfield Community Council)</p>	<p>Support for a LEZ.</p> <p>Opposition to a LEZ with the currently proposed boundaries - a city wide boundary is favoured.</p> <p>Concerns raised about the accuracy of modelling and assumptions made.</p> <p>The streets in the suburban communities have had the highest level of emissions with the consequent detrimental effect on public health.</p> <p>Request for the Council to return the issue of an Edinburgh LEZ to the Scottish Government to facilitate a LEZ that meets residents needs and expectations.</p>	<p>Boundary Size/ Evidence Base/ Consultation</p>
<p>17 (Organisation - Preston Street Primary Parent Council)</p>	<p>Concerns that the scheme boundary will encourage the most heavily polluting vehicles to divert around two sides of Preston Street Primary School. This will negatively impact the health of children and staff at the school.</p> <p>Concerns that the scheme fails to protect children at Preston Street Primary School from the life-threatening effects of air pollution and increases the risk</p>	<p>Boundary Size/ Preston Street Primary School</p>

# Edinburgh Low Emission Zone – Objections Report

	<p>of death or injury due to the heavily traffic-dominated landscape around the school.</p> <p>The scheme will reduce the capacity to introduce schemes that reduce traffic and improve playground provision and pedestrian space.</p> <p>Call for scheme to be reconsidered to be more ambitious by including key roads approaching the city centre and ensuring that Preston Street Primary is within the boundary.</p> <p>The Council has declared a climate emergency and has committed to a net zero strategy by 2030. A wider LEZ scheme would go further toward meeting this ambition, without being at the expense of the health of the children at Preston Street Primary.</p>	
<p>18 (Organisation - New Town Broughton Community Council)</p>	<p>Welcome LEZ not in current format. The boundary should be increased to, include the designated Town Centres and areas such as Broughton Street, which form such an important element in the development of 20-minute neighbourhoods</p> <p>More consideration has been given to providing convenient diversionary routes than maximising the health benefits for people living in Edinburgh.</p> <p>Pollution levels have been considered on an absolute basis without any consideration of the number of people that will be exposed.</p> <p>Concerns that there is no recognition of the risks to pedestrians from vehicular emissions in areas outside of the LEZ; some of which have very high levels of walking including children walking to school.</p> <p>Calton Hill boundary should be redrawn to include Regent Road to ensure non complaint vehicles remain on arterial routes.</p> <p>London Road boundary should be redrawn to follow the south side of London Road. As a major arterial route, London Road would be a more appropriate diversion.</p>	<p>Boundary Size/ Boundary-Traffic Management/ Evidence Base/ Enforcement/ Carbon Emissions/ West End</p>

# Edinburgh Low Emission Zone – Objections Report

	<p>Randolph Crescent/Great Stuart Street/Ainslie Place should be included in the LEZ as they are not suitable for diversion routes. If the boundary remains as currently proposed further measures should be developed.</p> <p>Insufficient detail is provided on the mitigating actions or measures to minimise traffic displacement.</p> <p>The current plans are focussed on reducing levels NOx pollution. Should include carbon.</p> <p>Other measures should be included such as wider roll out of EV infrastructure.</p> <p>Concerned that the enforcement approach is inadequate.</p>	
19 (Individual)	<p>Concerns that the city centre boundary alone may displace polluting vehicles to other areas of the city and exacerbate existing air quality problems. This will increase NOx pollution, around Preston Street Primary School. This will worsen health outcomes for children and staff.</p> <p>Concern that children at the school will learn less effectively, will become ill more frequently and have shorter lives. Children who also suffer deprivation will experience the above more severely than their wealthy counterparts.</p> <p>Staff at the school will also become ill more frequently.</p> <p>Increased traffic will make the roads around the school more dangerous for children.</p> <p>The plan is dangerously inadequate to address carbon output. It displaces traffic to residential areas.</p>	Boundary Size/ Boundary-Traffic Management/ Impact/ Preston Street Primary School/ Carbon Emissions
20 (Individual)	<p>Support for scheme not in current form.</p> <p>Concerns that the scheme boundary will encourage the most heavily polluting vehicles to divert around two sides of Preston Street Primary School. This will negatively impact the health and wellbeing of children and staff at the school as this is not an appropriate diversion route.</p>	Boundary-Traffic Management/ Preston Street Primary School

# Edinburgh Low Emission Zone – Objections Report

<p>21 (Individual)</p>	<p>Objecting due to the proposed scheme being too small to improve air quality across the city</p> <p>Concerned that the diversion route will increase pollution in those streets, problematic for Moray Feu which is in World Heritage Site</p> <p>Believes Calton Hill should be included in the LEZ to prevent rat running, and Leith/Corstorphine should be included as areas of high pollution</p> <p>Believes whole urban area of city should be in LEZ</p> <p>Also concerned about lack of consultation with communities in developing proposed LEZ.</p>	<p>Boundary-Size/ Boundary-Traffic Management/ Consultation/ West End</p>
<p>22 (Individual)</p>	<p>The LEZ will add to the existing traffic problems in the residential streets of the West End resulting in an increase in traffic volumes traffic noise, and pollution.</p> <p>Concerned that the Council did not consider other transport related projects that are being constructed around the West End. Displacement of traffic is causing a rat run through residential streets</p> <p>Concern that the LEZ impact assessment focused on Palmerston Place and Chester Street, so mitigations will be limited to these streets only. Concerned also that there is no defined mitigation plan that will focus on the west end and put residents before traffic.</p> <p>There is a specific west end impact due to tram, City Centre West to East Link (CCWEL) and LEZ so needs unique focus on mitigations. Asks for consideration of a Low Traffic Neighbourhood (LTN) for West End.</p>	<p>Boundary-Size and Traffic Management/ Wider issue of traffic management due to city centre development/ West End</p>
<p>23 (Individual)</p>	<p>Concerns that the boundaries are poorly sited and will have a detrimental impact on the health, wellbeing and the rights of children due to the increased polluting traffic diverted.</p> <p>Concern that the IIA is inaccurate and understates the negative air quality and health impact of the traffic diverted along the boundaries, particularly on children attending Preston Street Primary School, or playing in greenspaces (e.g. the Meadows) alongside the boundary streets (e.g. Melville Drive).</p>	<p>Boundary-Size/ Boundary-Traffic Management/ Evidence Base/ Preston Street Primary School</p>

# Edinburgh Low Emission Zone – Objections Report

	<p>Concern that the boundaries further entrench traffic patterns passing around and through key greenspace, educational and play areas (e.g. Preston Street Primary, the Meadows) making future modifications to remove all or most of the traffic from these routes in the future more difficult.</p> <p>Requesting for the scheme to be paused at this stage, a full Children’s Rights and Wellbeing Impact Assessment (CRWIA) carried out and boundaries extended and redrawn to remove the most polluting traffic from areas where children attend school or are known to play.</p> <p>Concern that specific measures to mitigate against negative health impacts of the children of Preston Street Primary are not acceptable or adequate. There is no scientific air quality evidence that widened pavements would be enough to protect the health and wellbeing of children and they would like to know where the evidence to support this has been sourced.</p>	
<p>24 (Organisation - West End Community Council)</p>	<p>Concerns that the LEZ will add to the existing traffic problems and pollution in the West End. Concerns over traffic displacement onto residential streets, and impact on Boundary streets (e.g. Palmerston Place and Chester Street).</p> <p>Concerns that cumulative traffic impact from changes in the traffic network in the West end (g trams and CCWEL) are not been recognised and addressed.</p> <p>Concern that there is no defined mitigation plan to deal with the displacement of traffic to West End residential streets. A more defined and detailed mitigation plan covering all streets in the West End needs to be developed. Propose the introduction a low traffic neighbourhood (LTN) in the West End.</p> <p>Concern that consultation notices were only located on boundary streets, those on surrounding streets not given same opportunity to raise an objection.</p>	<p>Boundary-Traffic Management/ Enforcement/ Consultation/ Wider issue of traffic management due to city centre development/ West End</p>
<p>25 (Organisation - Living Streets)</p>	<p>Objects due to previous comments during consultation not been addressed or fully considered. Some of the issues (lack of effective enforcement) were completely ignored and others (displacement of traffic into predominantly</p>	<p>Boundary-Size/ Boundary-Traffic Management/ Enforcement/ Consultation/ West End/ Carbon Emissions</p>

# Edinburgh Low Emission Zone – Objections Report

	<p>residential areas) are dismissed on the basis that it is too difficult to make changes to the current arrangements.</p> <p>Believe this is counter to Scottish government focus on community empowerment.</p> <p>Organisation believes that the boundaries of the LEZ should be increased.</p> <p>Need to see clearly defined plans for mitigation measures on residential streets.</p> <p>The current plans are focussed on reducing levels NOx pollution. Other forms and sources of pollution need to be both more closely monitored and reduced, in particular the levels of particulate pollution and continued use of temporary diesel generators within the LEZ</p> <p>Concerns about impact at west end.</p> <p>Concerned about enforcement and the use of ANPR with only 16 fixed cameras and one mobile unit to cover the other.</p> <p>33 entry routes – worried this will undermine compliance and force non-compliant vehicles onto residential routes.</p>	
26 (Individual)	<p>Objects due to concerns over air quality outwith LEZ zone. Fail to see how designating an area of the city as out of bounds to non-complaint vehicles 24/7 is a worthwhile tool to improve public health.</p> <p>Edinburgh is already abound with multiple road closures collectively responsible for increased emissions.</p>	Boundary-Size/ Wider issue of traffic management due to city centre development

# The City of Edinburgh Council's Proposal to Make a Low Emission Zone Scheme: Final Submission to Scottish Ministers

Pursuant to the provisions of the

[Transport \(Scotland\) Act 2019](#) and in accordance with

[The Low Emission Zones \(Scotland\) Regulations 2021](#) and

[The Low Emission Zones \(Emission Standards, Exemptions and Penalty Charges\) \(Scotland\) Regulations 2021](#)

## Reporting Body

Local authority name: The City of Edinburgh Council

Date of approval by local authority:

Date of submission to Scottish Ministers:



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## Introduction

Pursuant to the provisions of the [Transport \(Scotland\) Act 2019](#) ('the Act'), and in accordance with [The Low Emission Zones \(Scotland\) Regulations 2021](#) and [The Low Emission Zones \(Emission Standards, Exemptions and Penalty Charges\) \(Scotland\) Regulations 2021](#) ('the Regulations') notice is hereby given that the City of Edinburgh Council ('the Council') intends to apply to the Scottish Ministers for consent to introduce and operate a Low Emission Zone (LEZ) Scheme ('the Scheme') in Edinburgh.

Following a robust option generation, appraisal and testing process, using the National Low Emission Framework (NLEF) and National Modelling Framework (NMF), LEZ Guidance ('the Guidance') and informed by ongoing engagement with members of the public and stakeholders, the Council has determined the optimum Low Emission Zone (LEZ) for Edinburgh. This is referred to as 'the Scheme'.

A map of the proposed Edinburgh LEZ is shown in Figure 1 below.

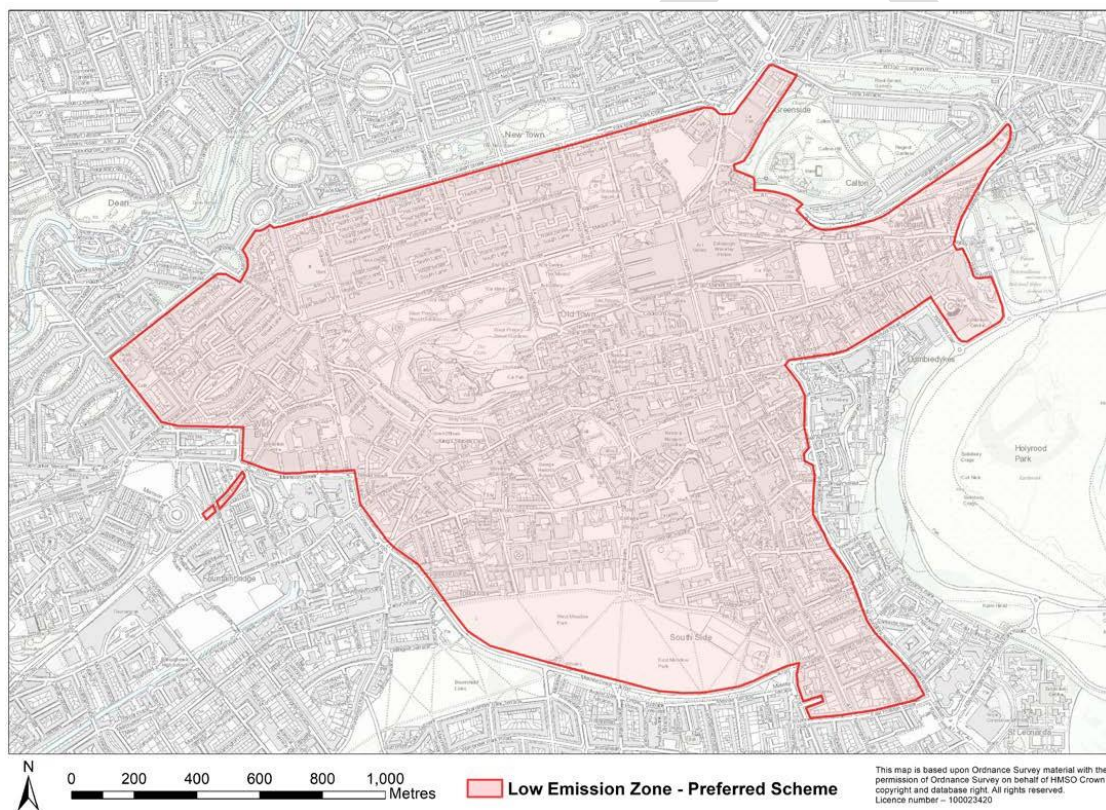


Figure 1. LEZ Boundary

Table 1 denotes the boundary of the Scheme. All roads within the Scheme boundary are listed below. Roads or road sections that are defined as 'special' or 'private', as defined in section 151(1) of the Roads (Scotland) Act 1984, cannot be specified within the Scheme according to the Act. Roads that cannot be specified as part of the LEZ, are defined as 'not specified' and are denoted with an asterisk (\*)

Table 1. Roads within Scheme boundary

Road specified within Scheme Boundary	Detail
Abbeyhill Crescent	Full length
Alva Street	Full length
Atholl Crescent	Full length
Atholl Crescent Lane	Full length
Bakehouse Close	Full length
Bernard Terrace	Full length
Blackfriars Street	Full length
Blair Street	Full length
Boroughloch	Full length
Borthwick's Close	Full length
Boyd's Entry	Full length
Bread Street	Full length
Bread Street Lane	Full length
Brighton Street	Full length
Bristo Place	Full length
Bristo Port	Full length
Brown's Close	Full length
Brown's Court	Full length
Buccleuch Place	Full length
Buccleuch Place Lane	Full length
Buccleuch Street	Full length
Buccleuch Terrace	Full length
Bull's Close	Full length
Calton Hill	Full length
Calton Road	Full length
Cambridge Street	Full length
Cambridge Street Lane	Full length
Campbell's Close	Full length
Candlemaker Row	Full length
Canning Street	Full length
Canning Street Lane	Full length
Canongate	Full length
Castle Street	Full length
Castle Terrace	Full length
Castlehill	Full length
Cathedral Lane	Full length
Chalmers Close	Full length
Chalmers Street	Full length
Chambers Street	Full length
Chapel Street	Full length
Charlotte Lane	Full length
Charlotte Square	Full length
Chuckie Pend	Full length
Clerk Street	Full length
Clyde Street North Lane	Full length
Coates Crescent	Full length
Cockburn Street	Full length
Coinyie-House Close	Full length
Cooper's Close	Full length
Cornwall Street	Full length

Cowan's Close	Full length
Cowgate	Full length
Cowgatehead	Full length
Cranston Street	Full length
Crichton Street	Full length
Crichton's Close	Full length
Davie Street	Full length
Drummond Street	Full length
Dunbar's Close	Full length
Dyer's Close	Full length
East Adam Street	Full length
East Crosscauseway	Full length
East Fountainbridge	Full length
East Market Street	Full length
Elder Street	Full length
Forrest Hill	Full length
Forrest Road	Full length
Forsyth's Close	Full length
Frederick Street	Full length
Galloway's Entry	Full length
Gentle's Entry	Full length
George IV Bridge	Full length
George Square	Full length
George Square Lane	Full length
George Street	Full length
Gifford Park	Full length
Gilmour Street	Full length
Gladstone Court	Full length
Glen Street	Full length
Glenfinlas Street	Full length
Grassmarket	Full length
Grindlay Street	Full length
Grindlay Street Court	Full length
Gullan's Close	Full length
Guthrie Street	Full length
Haddon's Court	Full length
Hammermen's Entry	Full length
Hanover Street	Full length
Hardwell Close	Full length
Hastie's Close	Full length
Heriot Bridge	Full length
High Riggs	Full length
High School Wynd	Full length
High School Yards	Full length
High Street	Full length
Hill Place	Full length
Hill Square	Full length
Hill Street	Full length
Hill Street North Lane	Full length
Hill Street South Lane	Full length
Hope Park Crescent	Full length
Hope Park Terrace	Full length
Hope Street	Full length
Howden Street	Full length
Hunter Square	Full length

Hunter's Close	Full length
Hutton Road	Full length
Hyndford's Close	Full length
Infirmary Street	Full length
Inglis Court*	Full length
Jeffrey Street	Full length
Johnston Terrace	Full length
Keir Street	Full length
Kennedy Walk	Full length
King's Stables Lane	Full length
King's Stables Road	Full length
Lady Lawson Street	Full length
Lady Wynd	Full length
Lamb's Close	Full length
Lauriston Gardens	Full length
Lauriston Park	Full length
Lauriston Place	Full length
Lauriston Street	Full length
Lawnmarket	Full length
Leith Street	Full length
Little King Street	Full length
Lochend Close	Full length
Lonsdale Terrace	Full length
Lothian Road	From Bread Street-Morrison Street Junction to Shandwick Place-Princes Street Junction
Lutton Place	Full length
Manor Place	Full length
Market Street	Full length
Marshall Street	Full length
Meadow Lane	Full length
Melville Street	Full length
Melville Street Lane	Full length
Merchant Street	Full length
Meuse Lane	Full length
Montague Street	Full length
Morrison Link	Full length
Mound Place	Full length
Multrees Walk	Full length
Nether Bakehouse	Full length
New Assembly Close	Full length
New Johns Place	Full length
New Skinner's Close	Full length
New Street	Full length
Nicolson Square	Full length
Nicolson Street	Full length
Niddry Street	Full length
Niddry Street South	Full length
Nightingale Way	Full length
North Bank Street	Full length
North Bridge	Full length
North Castle Street	Full length
North Charlotte Street	Full length
North St Andrew Lane	Full length
North St Andrew Street	Full length

North St David Street	Full length
Old Fishmarket Close	Full length
Old Infirmary Lane	Full length
Old Tolbooth Wynd	Full length
Oxford Street	Full length
Panmure Place	Full length
Parliament Square	Full length
Pollock's Close	Full length
Potterrow	Full length
Princes Street	Full length
Queensferry Street	From Randolph Crescent-Randolph Place Junction to Shandwick Place
Queensferry Street Lane	Full length
Ramsay Garden	Full length
Ramsay Lane	Full length
Randolph Lane	Full length
Randolph Place	Full length
Rankeillor Street	Full length
Reekies Court	Full length
Regent Road	From Roundabout outside St Andrew's House to Princes Street-Leith Street Junction
Register Place	Full length
Reid's Close	Full length
Richmond Lane	Full length
Richmond Place	Full length
Riego Street	Full length
Robertson's Close	Full length
Robertson's Court	Full length
Rose Street	Full length
Rose Street North Lane	Full length
Rose Street South Lane	Full length
Roxburgh Place	Full length
Roxburgh Street	Full length
Rutland Court	Full length
Rutland Court Lane	Full length
Rutland Square	Full length
Rutland Street	Full length
Shandwick Place	Full length
Simon Square	Full length
Simpson Loan	Full length
South Bridge	Full length
South Charlotte Street	Full length
South Clerk Street	Full length
South College Street	Full length
South Gray's Close	Full length
South St Andrew Street	Full length
South St David Street	Full length
Spittal Street	Full length
Spittal Street Lane	Full length
St Andrew Square	Full length
St Giles Street	Full length
St James Place	Full length
St John Street	Full length
St Mary's Street	Full length

St Ninian's Row	Full length
St Patrick Square	Full length
St Patrick Street	Full length
Stafford Street	Full length
Stevenlaw's Close	Full length
Sugarhouse Close	Full length
Teviot Place	Full length
The Mound	Full length
Thistle Street	Full length
Thistle Street North East Lane	Full length
Thistle Street North West Lane	Full length
Thistle Street South East Lane	Full length
Thistle Street South West Lane	Full length
Tron Square	Full length
Upper Bow	Full length
Vennel	Full length
Victoria Street	Full length
Walker Street	Full length
Warden's Close	Full length
Waterloo Place	Full length
Waverley Bridge	Full length
West Adam Street	Full length
West Approach Road	From Morrison Link Junction to Lothian Road
West Bow	Full length
West College Street	Full length
West Crosscauseway	Full length
West Nicolson Street	Full length
West Port	Full length
West Register Street	Full length
West Register Street Lane	Full length
West Richmond Street	Full length
William Street	Full length
William Street North East Lane	Full length
William Street North West Lane	Full length
William Street South East Lane	Full length
William Street South West Lane	Full length
Young Street	Full length
Young Street North Lane	Full length
Young Street South Lane	Full length

Road not specified within Scheme boundary	Detail
Archibald Place*	Full length
Boroughloch Square*	Full length
Castle Esplanade*	Full length
Charles Street*	Full length
Charles Street Lane*	Full length
Charteris Place*	Full length
Chester Street Mews*	Full length
College Wynd*	Full length
Geddes' Entry*	Full length
Gilmour's Entry*	Full length
Gray's Court*	Full length



Hamilton's Folly Mews*	Full length
Inglis Court*	Full length
Kincaid's Court*	Full length
Morgan Lane*	Full length
Nether Craigwell*	Full length
Porteous' Pend*	Full length
Quarry Close*	Full length
Reid's Court*	Full length
St James Square*	Full length
Stafford Street Lane*	Full length
Thistle Court*	Full length
Webster's Land*	Full length
Windmill Lane*	Full length
Windmill Street*	Full length

### Grace Period and Operation

The Scheme will be introduced on 31 May 2022 and operate 24 hours a day, 7 days a week, all year round. This is the default position for all LEZs in Scotland, according to the Guidance.

It is proposed that a two-year grace period will start on the day the LEZ is introduced (31 May 2022) and end on 31 May 2024. Enforcement against non-compliant vehicles will commence from 1 June 2024.

The Act allows for the LEZ, or part of the LEZ to be temporarily suspended in emergency situations, such as an accident on the wider road network that requires all vehicles to be temporarily diverted through the Scheme area (but only where vehicles follow prescribed diversionary routes). The Act also allows for the LEZ, or part of the LEZ, to be temporarily suspended for events.

In both instances, to encourage compliance and meet Scheme objectives, suspensions will only be granted in exceptional circumstances and would be reviewed on a case-by-case basis.

### Local 'Time-limited' Exemptions

Local exemptions are to be limited to ensure the objectives of the Scheme are met. However it is recognised that there may be exceptional circumstances where an exemption would be allowed.

The acceptability of a local exemption request is proposed to be determined on a case by case basis via the establishment of a LEZ Local Exemption Advisory Panel, which will meet quarterly, or as required, as part of the LEZ governance structure.

### Enforcement, Penalty Charges & Offences

The Council will conduct all LEZ enforcement in accordance with the Act and the Regulations.

The registered keeper of a vehicle, or persons liable other than the registered keeper, can be subject to a penalty charge if they drive within the Scheme boundary in a non-compliant vehicle, in accordance with sections 5-6 of the Low Emission Zones (Emission Standards, Exemptions and Penalty Charges) (Scotland) Regulations 2021.

Determining a vehicles emission standard, will be on the basis of a record produced by an approved device and comparison with DVLA data, according to the Act and Regulations.

Automatic Number Plate Recognition (ANPR) cameras will be used as the basis for LEZ enforcement, in line with Scotland's other LEZs.

The Council can issue a Penalty Charge Notice (PCN) to the registered keeper of a non-compliant vehicle driving within the Scheme boundary during its hours of operation. A PCN will be issued for each contravention detected, up to once per vehicle per day. A PCN must be served within 28 days of the offence detection. The PCN must be paid within 28 days of issue of the PCN (this is called the 'payment period'), or within 14 days of issue for a discounted rate. The PCN should be posted to the registered keeper of the vehicle.

Penalty rates, discounts and surcharges are set by to vehicle category, according to Schedule 4 of The Low Emission Zones (Emission Standards, Exemptions and Enforcement) (Scotland) Regulations 2021). See table 2, below:

*Table 2. Penalty Charge Notice (PCN) rates, by vehicle class and tier*

Vehicle category	Initial Penalty Charge	Subsequent Penalty Charges			
	1	2	3	4	5
Light passenger vehicle (including cars)	£60	£120	£240	£480	£480
Minibus	£60	£120	£240	£480	£960
Bus and coach	£60	£120	£240	£480	£960
Light goods vehicles	£60	£120	£240	£480	£480
Heavy goods vehicle	£60	£120	£240	£480	£960
Special Purpose Vehicles (SPV)	£60	£120	£240	£480	£480

The initial penalty charge for all non-compliant vehicles across all vehicle categories is set at £60, with a payment period set at 28 days from the date the penalty charge notice is served. The penalty charge rate is reduced by 50% if paid within 14 days. The penalty rate doubles for each subsequent contravention (i.e. the same person with the same vehicle driving within the same LEZ) within a 90 day period, such as up to £480 for light passenger vehicles or £960 for heavy goods vehicle. If contraventions occur more than 90 days apart, the initial contravention penalty charge rate would be applied to both contraventions. The purpose of the surcharge resetting after 90 days is to ensure that those who regularly contravene the LEZ are penalised appropriately.

If a PCN remains unpaid after the expiry of the 28-day payment period (and no representation is received) the Council can issue a 'charge certificate'. A charge certificate increases the penalty charge amount by 50%. If the increased charge is not paid within 14 days, the Council can recover the charge certificate (and penalty charge) as an enforceable debt.

Representations in respect of penalty charges may be made, via a formal appeals process, to challenge a PCN. Appeals will be in accordance with Section 8 of the Low Emission Zones (Emission Standards, Exemptions and Penalty Charges) (Scotland) Regulations 2021.

Contravention of the Scheme is a civil matter. However, regulation 12 of the Low Emission Zones (Emission Standards, Exemptions and Enforcement) (Scotland) Regulations 2021 states that a criminal offence occurs if a person interferes with the operation of a LEZ scheme. A person will commit a criminal offence if, with the intention of avoiding payment of a PCN, or if acting with intent to avoid being identified as having failed to pay a penalty charge, the person:

- Interferes with an approved device
- Interferes with a LEZ traffic sign
- Obscures a registration plate
- Makes or uses false documents

A person guilty of an offence under regulation 12 is liable on summary conviction to a fine not exceeding level 5 on the standard scale (which equates to £5000). In these circumstances, the Council will liaise with Police Scotland where there is suspicion that a criminal offence has been committed.

Certain vehicles (and groups of vehicles) are exempted nationally from Scotland's LEZs according to [The Low Emission Zones \(Emission Standards, Exemptions and Penalty Charges\) \(Scotland\) Regulations 2021](#). These vehicle types and groups, are summarised in table 3, below.

Table 3. National Exemptions

Vehicle type	Description
Emergency vehicles	<p>The vehicle is being driven by any person who is:</p> <ul style="list-style-type: none"> <li>• undertaking their duty as a constable;</li> <li>• providing a response to an emergency at the request of the Scottish Ambulance Service Board;</li> <li>• exercising the functions of the Scottish Ambulance Service Board, the Scottish Fire and Rescue Service, Her Majesty's Coastguard or the National Crime Agency.</li> </ul>
Naval, military or air force vehicles	Vehicles being used for naval, military or air force purposes.
Historic vehicles	<p>The vehicle was manufactured or registered under the Vehicle Excise and Registration Act 1994 for the first time at least 30 years ago;</p> <p>The vehicle is no longer in production; and</p> <p>The vehicle has been historically preserved or maintained in its original state and has not undergone substantial changes in the technical characteristics of its main components.</p>
Vehicles for disabled persons	<p>The vehicle is being driven by any person who is in receipt of a badge (a blue badge) that has been issued under Section 21(2) of the Chronically Sick and Disabled Persons Act 1970,</p> <ul style="list-style-type: none"> <li>• a passenger in the vehicle has been issued with a badge under that Section of that Act; or</li> <li>• a badge for the vehicle has been issued under Section 21(4) of that Act; or</li> <li>• a reduction in annual rate of vehicle excise duty applies because the vehicle is being used by a disabled person in receipt of personal independence payment at the standard rate; or</li> </ul> <p>Vehicles registered with a 'disabled' or 'disabled passenger vehicles' tax class e.g. the vehicle is exempt from payment of vehicle excise duty under paragraph 19(1) or 20(1) of schedule 2 of the Vehicle Excise and Registration Act 1994 (exemptions from excise duty for vehicles used by disabled persons).</p>

Vehicle type	Description
Showman vehicles	Vehicles described as either “showman’s goods vehicle” or “showman’s vehicle” according to Section 62(1) of the Vehicle Excise and Registration Act 1994. Note: these are highly specialised vehicles used for the purposes of travelling showmen, where the vehicle is used during the performance, used for the purpose of providing the performance or used for carrying performance equipment.

Section 17 of the Act includes that local authorities may grant and renew ‘time-limited exemptions’, in respect of a vehicle or type of vehicle for the purpose of section 6(1)(b), by reference to the vehicle’s use. The maximum period for which a ‘time-limited exemption’ may be granted is a period of 1-year. However, to encourage compliance and to meet Scheme objectives, exemptions will only be granted in exceptional circumstances and would be considered on a case-by-case basis.

### Network Management

The Council is developing a Network Management Strategy (NMS). Its purpose is to ensure effective and efficient traffic operation around the boundary and try to mitigate any potential impacts. It will identify specific measures at locations around the boundary such as junction reconfigurations, optimising signals staging, improved signage and better links to the Urban Traffic Control system and will be developed in partnership with communities. The NMS will seek to build on previous engagement/suggestions by communities as much as possible. Developing a complementary signage strategy will also form part of the NMS to help redirect non-compliant traffic in advance of the city centre, reducing potential displacement impacts.

A LEZ annual progress report is required by the Regulations, on the operation and effectiveness of the scheme. This will be informed by a robust monitoring regime that will inform the NMS and may cover public transport journey times, traffic surveys and public opinion surveys as well as the Council’s well-established air quality monitoring network. Traffic monitoring to measure traffic displacement will be undertaken both prior to and during the scheme’s operation in 2024 to ensure it is evidence-led and responsive.

Traffic monitoring to measure traffic displacement will be undertaken both prior, to and during the Scheme’s operation in 2024 to ensure the NMS is evidence led and responsive.

# Strategy

## Introduction

Scottish Government's Programme for Government in 2017/18 made a commitment to introduce Low Emission Zones (LEZs) with local authorities in Scotland's four largest cities (Aberdeen, Dundee, Edinburgh and Glasgow) following recommended assessment methodologies outlined in the Cleaner Air for Scotland Strategy (CAFS) – the National Low Emission Framework. The Transport (Scotland) 2019 Act was thereafter the key delivery drivers for Low Emission Zones in Scotland. The Council's coalition administration's Commitment 18 seeks to improve Edinburgh's air quality and reduce carbon emissions, as well as explore the implementation of Low Emission Zone(s).

Overall, the Council is committed to delivering a sustainable future for the city and its citizens, as outlined in the recently published City Mobility Plan (CMP) and the 2030 Climate Strategy. The Final LEZ scheme is supported by these Plans. In addition, the developing new Local Development Plan – 2030 City Plan – also takes account of the Edinburgh LEZ Scheme. In terms of the Local Air Quality Management regime, the Final LEZ Scheme supports the actions the Council are taking to improve poor air quality. Further details are provided below.

## Planning and Transport Strategies

Edinburgh's Low Emission Zone sits under the City Mobility Plan (CMP), Edinburgh's 10-year local transport strategy and aligns with the Edinburgh City Centre Transformation project (ECCT). 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.



Figure 2. LEZ is a key deliverable of the City Mobility Plan, the Council's local transport strategy to 2030.

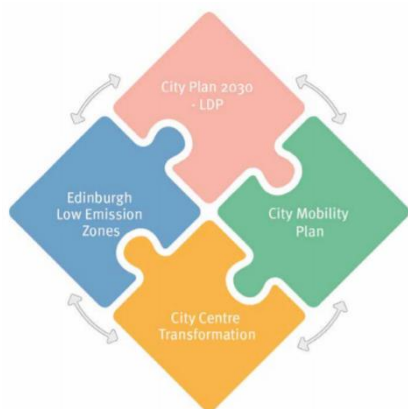


Figure 3. The relationship between Low Emission Zone(s), City Mobility Plan, Edinburgh City Centre Transformation and the developing 2030 City Plan.

The Council continues to support a range of policies and measures that will encourage modal shift away from private car use, including, an Active Travel Action Plan, provision of Park and Ride, Controlled Parking and Priority Parking Areas. A number of policies in the City Mobility Plan will reinforce this work, see figure 2.

To be truly effective, the implementation of LEZ will be supported by policies and interventions across the whole of Edinburgh as part of a toolkit of measures. The proposal has therefore also been developed in close collaboration with the preparation of the proposed local development plan – 2030 City Plan.

### Local Air Quality Management and Cleaner Air for Scotland

LEZs are recognised by the City as an established tool across Europe to reduce harmful emissions from transport by restricting access to urban areas for the most polluting vehicles. LEZs are therefore an important tool to help improve public health by accelerating the use of cleaner vehicles and encouraging behaviour change, alongside other measures.

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).

The Council's statutory duty under the requirements of the Local Air Quality Management (LAQM) regime ensures air pollution across Edinburgh is reviewed and assessed annually. Where air quality is deemed to be in breach of statutory objectives, the Council is also obliged to produce an Air Quality Action Plan with the aim of reducing pollution. Despite improvements in air quality since the introduction of the Plan (updated in 2010), there remain locations where the Air Quality Objective for annual mean NO<sub>2</sub> are not being met, especially in the Central AQMA. While the number of exceedances of the objective has decreased, the proposed LEZ is to be introduced to accelerate the required compliance.

The Council's 2021 Air Quality Annual Progress Report, recently approved by Scottish and UK Governments, says the implementation of the LEZ should be a priority for the Council over the next year. The Council will also complete a revision of the NO<sub>2</sub> Air Quality Action Plan, in conjunction with the City Mobility Plan and the Scottish Government's clean air strategy - Cleaner Air for Scotland 2. The LEZ Final Scheme for Edinburgh will form a major aspect of the Air Quality Action Plan.

## Addressing the Climate Emergency

The Council declared a Climate Emergency setting a vision for Edinburgh to be net zero by 2030. Delivering net zero emissions by 2030 and adapting to the impacts of climate change will require system-wide and transformational change across all sectors of the city. The CMP and 2030 Climate Strategy and Implementation Plan represent substantial programmes of work to deliver reductions in CO<sub>2</sub> emissions. Delivery of actions to manage demand, decarbonise transport and accelerate modal shift will require support from key partners, including citizens, businesses, communities, Transport Scotland, Scottish and UK Governments.

The 2030 Climate Strategy Implementation Plan sets out a framework for assessing and measuring progress towards the strategy's comprehensive outcomes. It supports the development of a Low Emission Zone, which will help reduce pollution across the whole city, not just within the zone, which the Final LEZ Scheme aims to do. The Plans also commits the Council to continue to work with Scottish Government to look at opportunities for promoting zero carbon city centres within the LEZ structure.

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## Governance

The LEZ Scheme for Edinburgh has been developed with partners adhering to strict governance structure as detailed in figure 4.

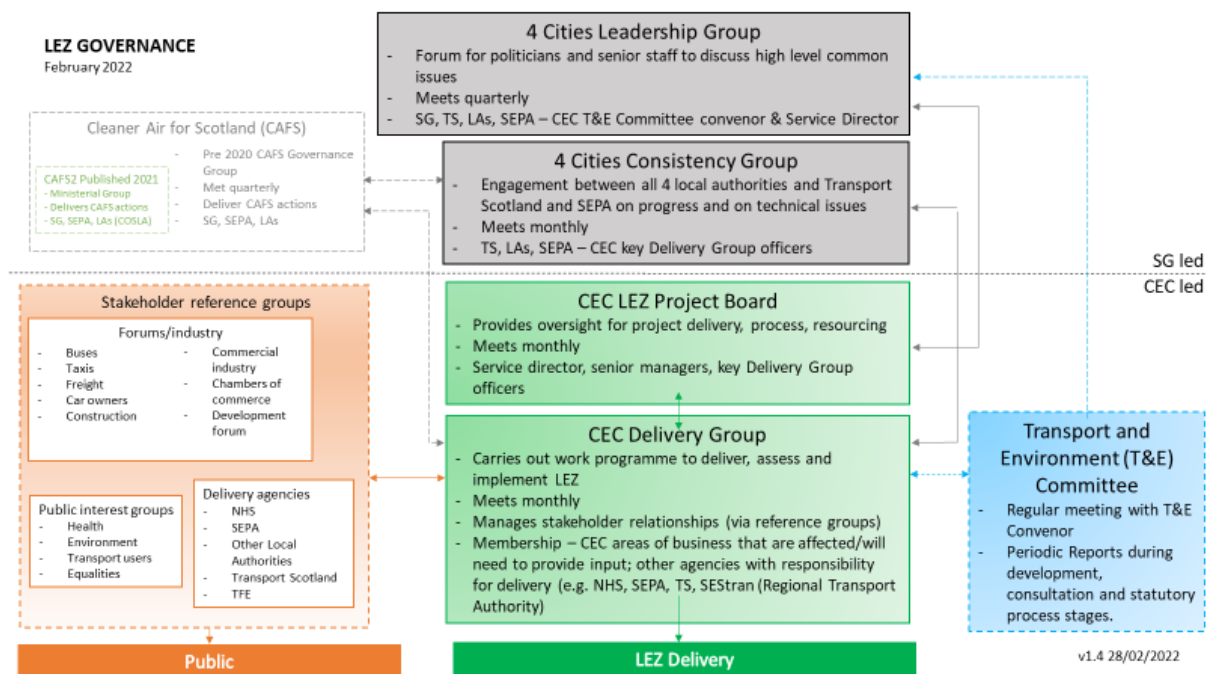


Figure 4. LEZ Governance Structure

The Council's Transport and Environment Committee ('the Committee') is the overarching decision-making body within the Council in terms of the LEZ Scheme. It has responsibility for approving the Council's actions for city growth and place planning, relating to transport.

The convener of the Committee represents the Council at the LEZ Leadership Group, which was set up to oversee the introduction of LEZs in Scotland. The Committee has approved progress of the LEZ at various stages through the consideration of the following report, which can be found on the Council's [LEZ evidence webpage](#) and are summarised in table 4, below.

Table 4. LEZ reports to Transport and Environment Committee

Year	Month	Report Name
2018	May	Developing Low Emission Zones in Edinburgh
2019	February	Connecting our Cities, Transforming our Places
	May	Tackling Air Pollution – Low Emission Zone
	October	Edinburgh's Low Emission Zones – update
2020	February	Edinburgh Low Emission Zone - regulations and guidance consultation response and programme update
2021	June	Low Emission Zone Preferred Scheme for Consultation



	October	Low Emission Zone Consultation and Development
2022	January	Low Emission Zone Carbon Impact
	March	Low Emission Zone Final Submission

The Council is also represented on the national LEZ Consistency, Enforcement and Communications Working Groups, along with representatives of Transport Scotland and the other LEZ cities

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## Summary of Air Quality, Climate Change and Transport Issues

Air pollution is a serious concern for public health, with greatest impacts on the more vulnerable members of society including: the very young and the elderly or those with existing health conditions such as asthma, and other respiratory and cardiovascular diseases. Road transport is a significant contributor to air pollution. Poor air quality is associated with around 200 attributable deaths in Edinburgh and around 22,500 lost life years across the Scottish population annually, with health impacts costing an estimated £15 billion per year across the UK.

The Council's statutory duty under the requirements of the Local Air Quality Management (LAQM) regime (Environment Act 1995, as amended) ensures air pollution across Edinburgh is reviewed and assessed annually. In response to this, the Council has declared five Air Quality Management Areas (AQMAs) due to exceedances of the national Air Quality Objectives for Nitrogen Dioxide (NO<sub>2</sub>) and one AQMA for Particulate Matter (PM<sub>10</sub>). Road transport emissions are significant contributors to poor air quality, especially for the pollutant NO<sub>2</sub>.

The Council is also obliged to produce an Air Quality Action Plan with the aim of reducing pollution. Despite improvements in air quality since the introduction of the Plan (updated in 2010), there remain locations where the Air Quality Objective for annual mean NO<sub>2</sub> are not being met, especially in the Central AQMA. While the number of exceedances of the objective has decreased, the proposed LEZ is to be introduced to accelerate the required compliance.

The Council declared a Climate Emergency in 2019 setting a vision for Edinburgh to be net carbon zero by 2030. Meeting this target and adapting to the impacts of climate change will require system-wide and transformational change across all sectors of the city.

The CMP and 2030 Climate Strategy implementation plans represent substantial programmes of work to deliver reductions in CO<sub>2</sub> emissions. Delivery of actions to manage traffic demand, decarbonise transport and accelerate a shift to the use of the most sustainable modes of travel (particularly walking, cycling and public transport) will require support from the Council's key partners, including citizens, businesses, communities, Transport Scotland, Scottish and UK Governments.

The LEZ will play an important role in accelerating behaviour change towards more sustainable forms of transport and cleaner vehicle technologies by restricting access to particular vehicles.

The Council is committed to transforming Edinburgh's transport systems into one that is truly sustainable, accessible and efficient. Edinburgh's 10-year transport strategy – the CMP - sets a programme for project delivery towards reaching the net zero target. A LEZ is a key deliverable of the CMP, alongside the Edinburgh City Centre Transformation programme (ECCT) that will prioritise active travel and public transport as desirable and practical travels option across the City Centre.

Behaviour change towards sustainable travel and addressing the Climate Emergency, will be accelerated with financial incentives. The Scottish Government are providing grant funding to the most impacted individuals and businesses by the LEZ. National funding includes provision for public transport infrastructure for local authorities directly affected as well as neighbouring authorities. National funding is also provided for transport operators to retrofit their bus, coach and taxi fleets as well as for eligible low-income households and micro businesses located within 20km of a proposed LEZ.

The Council's ambitions for a fully sustainable transport system is evidenced across its current programme of works, such as major capital investments in transport infrastructure (Trams to Newhaven, active travel etc.), expansion of parking enforcement and rollout of electric vehicle chargers, to name but a few. A LEZ, alongside a suite of other tools, will help improve health and wellbeing, placemaking and connectivity, improving the environment for those who live, work and visit Edinburgh.

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## LEZ Objectives

The Scheme's objectives are summarised in Table 5. The table also details proposed measures that consider the effective implementation of the LEZ. See also Monitoring and Reporting

Table 5. LEZ Objectives and Proposed Measures

LEZ Objective	Measure
a) Contribute towards meeting the air quality objectives prescribed under Section 87(1) of the Environment Act (1995).	Downward NO <sub>2</sub> trend to meet statutory objections (annual mean below 40µg/m <sup>3</sup> )
b) Contribute towards reduction of emissions in fulfilment of Part 1 of the Climate Change (Scotland) Act 2009	Transport-related emission reduction (tCO <sub>2</sub> e). Progress measure towards the Council target of net zero carbon emissions by 2030
c) Minimise the impact from traffic displacement across the city's transport network, related to LEZ scheme	A Network Management strategy to ensure efficient operation across LEZ scheme will include measures such as public transport journey time analysis, traffic surveys and monitoring public feedback
e) Strategically align with Council sustainable transport, active travel and placemaking objectives	LEZ integration strategy, with City Centre Transformation (CCT) projects, the City Mobility Plan (CMP) and Local Air Quality Management statutory regime
d) Strategically align with national funding provision policies, supporting individual and business adaptation	Uptake of LEZ Support Funds and other retrofit funds (Transport Scotland, Energy Savings Trust)

# LEZ Appraisal

## Introduction

The Council is committed to delivering a sustainable future for the city and its citizens, as outlined in the recently published City Mobility Plan (CMP) and the 2030 Climate Strategy. The Council's Commitment 18 seeks to improve Edinburgh's air quality and reduce carbon emissions, as well as explore the implementation of Low Emission Zone(s). The Local Air Quality Management regime, as defined under the Environment Act 1995, has been successful in reviewing and assessing air quality throughout Edinburgh and therefore providing an understanding of the problems, which are predominately associated with traffic related nitrogen dioxide concentrations. While this work has also led to improvements in air quality, there are still a number of areas where measured concentrations remain above the legal objectives, with the city centre being a key hot-spot.

## Initial Assessment

Design of the final Scheme has been informed by a process of appraisal and analysis of various options and impact assessments.

The Cleaner Air for Scotland Strategy (2015) introduced the National Low Emission Framework (NLEF), which is an evidence-based appraisal process to assist local authorities consider transport-related actions to improve local air quality, where transport is identified as the key contributor to air quality problems. The NLEF also provides the framework to ensure the Scottish Environmental Protection Agency (SEPA) supports local authorities throughout the assessment and decision-making process, by the development of the National Modelling Framework (NMF) local model. As a result, the Edinburgh model developed by SEPA represents a standardised approach to modelling for the appraisal process.

Data gathering and analysis has been extensive under these frameworks, while working in partnership with the Scottish Environmental Protection Agency (SEPA), Transport Scotland, the regional transport authority (SEStran), neighbouring local authorities and other key stakeholders. In addition, regular collaboration with the other three cities implementing LEZs, Aberdeen, Dundee and Glasgow, has helped to try and ensure a consistent approach to how LEZs operate in Scotland.

Key principles underpinning the LEZ appraisal process, in addition to consideration of the Scheme objectives, are detailed here:

- Improve air quality - a strong and robust evidence-base via the NLEF, NMF in relation to statutory air quality objectives and air quality progress within AQMAs.
- Evidence-based, targeted approach – as above and taking account of the COVID19 impact analysis.
- Feasibility and deliverability – ensuring Scheme is delivered according to key design principles (including providing a logical diversion route for non-compliant traffic) considering equalities impacts (including for the Covid-19 pandemic), financial costs and public understanding and engagement with the Scheme.
- Strategic Placemaking & Sustainable Transport - aligning with ECCT and other CMP projects to contribute to reductions in carbon emissions and improve health and

wellbeing by supporting active travel and public transport infrastructure plans and strategies.

Three options were fully appraised for a LEZ scheme in Edinburgh, as detailed below;

- Option 1 – City Centre LEZ – based on the boundary as proposed for the consultation undertaken in 2019, with minor adjustments. The boundary itself included the West End, Queen Street and the New Town, Picardy Place, Abbeyhill, Pleasance, Meadows and Tollcross. It included all vehicle types
- Option 2 – City Centre LEZ – a revised City Centre boundary with smaller geographical area than Option 1, to exclude the West End and use Lothian Road and North/South Charlotte Street. All vehicle types included.
- Option 3 – City Centre and Extended Urban Area LEZs which included either one of the above City Centre LEZs plus the addition of a boundary covering HGVs, LGVs, Minibus, Buses & Coaches in a wider urban area, roughly within the City Bypass.

Modelling of total CO<sub>2</sub> emissions was also undertaken. This indicated some limitations to CO<sub>2</sub> reduction, with fossil-fuelled vehicles prescribed by the legislation, however reductions were predicted when applying a scenario considering reductions in traffic as part of the Council's wider measures to encourage and facilitate modal shift to more sustainable options, manage demand, and reduce the need to travel. This ties in with the Schemes wider objectives of aligning with the Council's sustainable transport policies and national funding provisions.

Consultation and engagement have been essential parts in developing the Scheme. The preferred option was subject to public consultation and stakeholder engagement in summer 2021. Full details on consultation can be found in the 'Consultation, Engagement and Stakeholder Input' section (below).

Conclusions from the appraisal work identified the City Centre area as having the greatest magnitude of traffic related pollution problems and breaches of statutory objectives. A City Centre LEZ would support action towards compliance with the air quality objectives and a strong evidence-base highlighted the Central Air Quality Management Area (AQMA) as the focus for targeted interventions.

The LEZ City Centre Option 1 was preferred for delivering air quality improvement since it includes a wider population and a larger portion of the City Centre, including greater coverage of the Central AQMA. This would also support positive behaviour change (modal shift from private car) and contribute towards the objective to reduce greenhouse gases emissions, tying in with the Council's wider strategies and policies. The scheme aligns well with the delivery of the City Centre Transformation programme.

Based on the modelling work and the consultation process, to help achieve compliance with NO<sub>2</sub> and continue general compliance with Particulate Matter (PM)<sub>10</sub> and PM<sub>2.5</sub> Air Quality Objectives, the LEZ will apply to all vehicle types, apart from motorcycles and mopeds and those subject to a national exemption outlined in the Low Emission Zones (Emission Standards, Exemptions and Enforcement) (Scotland) Regulations 2021.

## Vehicles Included in Scope

Based on the modelling work and the consultation process, to help achieve compliance with NO<sub>2</sub> and continue general compliance with Particulate Matter (PM)<sub>10</sub> and PM<sub>2.5</sub> Air Quality

Objectives, the LEZ will apply to all vehicle types, apart from motorcycles and mopeds and those subject to a national exemption outlined in the Low Emission Zones (Emission Standards, Exemptions and Enforcement) (Scotland) Regulations 2021.

### Local Exemptions

Local exemptions are to be limited to ensure the objectives of the Scheme are met.

### Grace Periods

The legislation supporting LEZs stipulates that there must have a minimum of a one-year grace period.

The consultation sought people's views on grace period and the inclusion of a grace period was also considered during appraisal process as it forms a statutory requirement of the Scheme. 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.

Therefore, a two-year grace period is proposed applying to residents and non-residents.

To understand the full impacts of the Scheme on individuals and groups, an Integrated Impact Assessment was completed. Its findings highlight the need to ensure support for groups that are most affected, and that time is given (grace period) to ensure stakeholders are well informed and have time to prepare, prior to the enforcement of the LEZ.

The decision to apply 2-year grace periods is driven by feedback obtained through consultation and stakeholder engagement as to how quickly those affected by the introduction of the LEZ in being able to become fully compliant. In addition, the unprecedented impact of the COVID-19 pandemic on society, including the wider environment and economy, needs to be considered. The 2-year grace periods would be applicable to all vehicle types from the same date to ensure consistency and ease of enforcement and wider communications.

### Strategic Environmental Assessment

A Strategic Environmental Assessment screening process 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 work 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. An area of concern highlighted in the SEA was the potential for negative impacts on air quality as a result of traffic displacement.

### Network Management Strategy

Modelling of future scenarios predicted any negative air quality impacts around the boundary of the LEZ related to any traffic displacement would be short-lived. Nevertheless, the Council is developing a road Network Management Strategy to ensure that the traffic network functions effectively following the implementation of the LEZ to manage any displacement impacts.

## Modelling / Validation

The Scottish Government's Cleaner Air for Scotland strategy (CAFS) introduced both the National Modelling Framework (NMF) and the National Low Emissions Framework (NLEF). The aim of the NMF is to provide evidence for Local Authorities to inform their decision-making process for implementing a Low Emission Zone (LEZ).

Throughout the development of the LEZ, SEPA have supported the Council with the provision of detailed air quality modelling ('Air Quality Evidence Report' – Edinburgh), presentations and on-line visualisation tools to inform the selection of the LEZ options.

Modelled NO<sub>2</sub> concentrations were provided to support the development of LEZ and provide evidence to support the implementation of the Council's LEZ option. Traffic modelling was carried out by Jacobs, predicting changes in vehicle flows and fleet compositions. Traffic model outputs have been used to calculate pollutant emissions and air quality concentrations associated with the implementation of the LEZ options. Calculated changes in Particulate Matter (PM<sub>10</sub>) emissions are also presented.

SEPA is supporting Council throughout the assessment and the decision-making process, through the development of the National Modelling Framework (NMF) local model. The local model utilises ADMS-Urban, a recognised system that is used around the world for modelling all aspects of air pollution across urban areas.

This air dispersion modelling is supported by traffic modelling undertaken using the Council's strategic VISUM model suite.

### Traffic Modelling

Traffic modelling was undertaken in VISUM 18. The Base models were those previously created in support of the Edinburgh Tram Final Business case and were last fully recalibrated in spring 2017. Highway demands make use of November 2016 traffic count data collected on behalf of SEPA, however data was checked against 2019 traffic data, also collected under the NMF, and it was determined no significant changes were required.

Four alternative scenarios were considered:

- Base
- Original City Centre LEZ
- Original City Centre LEZ + City Centre Transformation schemes (Option 1 above)
- Alternative City Centre LEZ + City Centre Transformation schemes (Option 2 above).

Two forecast years were assessed – 2019 and 2023. 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 scenario', post 2023.

All vehicles with an origin or destination within the city centre were assumed to be compliant with LEZ legislation. In addition, non-compliant vehicles which would previously have routed through the city centre would route around the LEZ boundary instead. Virtually no non-compliant vehicles were assumed to cross the boundary. In part, this is a model simplification; however, it also reflects the deterrent nature of the LEZ Scheme.

Buses were coded as fixed routes in the model and were assumed to be 100% compliant within the city centre, considering the majority of services route through the City Centre.



Various other proposals, due to be implemented in the Edinburgh city centre by or shortly after implementation of the LEZ were captured in the modelling.

### Air Pollution Dispersion Modelling

The aforementioned LEZ Options were tested using the Local NMF model and the potential outcomes in relation to changes in air quality concentrations associated with the LEZ implementation were considered.

The introduction of a LEZ in Edinburgh city centre will significantly reduce NO<sub>x</sub> and PM<sub>10</sub> emissions from vehicles, which will result in lower pollutant concentrations within the LEZ. It is predicted that there will be a reduction of NO<sub>x</sub> 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 NO<sub>x</sub> emissions from traffic sources will decline by 15%, when compared to 2019 levels. Overall, NO<sub>x</sub> 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<sub>x</sub> emissions are predicted to decline by over 50%. On Princes Street NO<sub>x</sub> emissions are predicted to decline by over 75%.

The NMF process coupled with feedback from the previous consultation process, highlighted significant impacts that could arise with the Option 1 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 Option 2. A detailed NMF analysis of the City Centre boundary options was undertaken.

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.

Option 2 (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.

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 Option 2. These streets are also busy urban centres with a significant amount of shops and retail. The negative impact of Option 2 boundary could therefore be more significant.

Detailed analysis of façade modelling showed that new exceedances are expected at the façade at Palmerston Place. However, the future scenario (after LEZ fully embedded) does not indicate any exceedances in this area, or at most facades across the entirety of the boundary. The analysis also found similar results for sensitive receptors such as schools and nurseries.

### Carbon Impact

The LEZs Scheme's role in contributing to reductions in greenhouse gas emissions derived from transport, primarily carbon dioxide ('CO<sub>2</sub>', 'carbon') was also considered. CO<sub>2</sub> emission modelling was completed via the evidence-led NMF, which confirms that the enforcement of the vehicle emission standards will not directly reduce CO<sub>2</sub> emissions significantly.

Contributions to reducing CO2 emissions will be achieved via the Scheme's discretionary objectives.

Overall, a direct reduction of 0.04% CO2 was predicted from the results of the NMF analysis. Scenario testing which considered the implementation of additional demand management measures, such as those aligned to the LEZ wider objectives, resulted in great reductions – up to 5.4% CO2 reductions, when compared to the baseline.

The analysis showed the importance of ensuring the LEZ is implemented as a part of a suite of measures to tackle climate change.

### COVID-19 Impact Considerations

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 airpollution.

In Scotland, during the main Covid-19 pandemic lockdown period in 2020, air pollution (NO2) levels declined. Transport Scotland commissioned a study to assess Covid-19 impact on plausible futures scenarios (with varying traffic demand and vehicle compliance levels) against the NMF model assessments for the four Scottish Cities. The assessment work for Edinburgh found proposals were robust to variations in network conditions that may occur in a post-Covid-19 world. The study also concluded LEZs are still required to improve air quality and protect public health in the City Centre

# Consultation, Engagement and Stakeholder Input

## Initial Consultation 2018-2019

In summer 2018 joint consultation on the CMP, LEZ, and CCT was undertaken to understand views and opinions on all three projects. The consultation, 'Connecting our City, Transforming our Places' sought views on options for both a city centre and an extended urban LEZ boundary.

Between May and July 2019, the Council publicly consulted on proposals for a Low Emission Zone (LEZ) including a City Centre boundary applying to all vehicle types and an Extended Urban Area boundary applying to commercial vehicles (buses, coaches, taxi and private hire, light and heavy goods vehicles).

The consultation also set out proposals for when enforcement would start, normally after a grace period following the implementation date. It was proposed that the City Centre boundary would be introduced with a short 1-year grace period for commercial vehicles, including buses and coaches, 4 years for cars and an additional year for residents. It also proposed that the Extended Urban Area boundary would have a 3-year grace period.

Results from the consultation found broad support for the vehicle types to be included in the boundaries, that further refinement of the boundaries (particularly the City Centre boundary) should be considered, and that there were mixed views on the length of time proposed before enforcement should commence.

Public support for action to improve air quality was noted during this consultation. This was also demonstrated by consultations undertaken by Transport Scotland in 2017 and 2019/20.

Overall, findings from the Council's consultation in 2019 found that cleaner air is important to all, but there were mixed views as to the suitability of the LEZ and its specific aspects. General public and commercial groups agreed that they wanted clean air across Edinburgh, albeit with differing priorities for how to deliver this. Themes discussed included the cost of LEZ compliance; impact on life in Edinburgh (clean air benefits versus, cost of goods/services); and looking at a larger, city and regional scale initiative to tackle systemic issues (traffic flow, public transport, etc).

A draft Integrated Impact Assessment was developed at the time as well, to establish the wider impacts of the proposals especially on commercial fleet operators. The findings of this work highlighted the need to ensure operators are well informed and have time to make changes to their fleets and operations in advance of LEZ enforcement.

The next stage was to address the implications of the feedback received from public consultation, alongside the findings from the impact assessment, in developing the Scheme further. In addition, recommended assessment methodologies outlined in the Cleaner Air for Scotland Strategy (CAFS) and the new LEZ regulations would have to be taken into account.

Following this consultation, the boundary and grace proposals were re-assessed to ensure alignment with objectives and public/stakeholder opinion. Following consultation, the city urban boundary was dropped and the proposed grace period for all vehicles (for residents and non-residents) has been amended to 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.

Further development of a preferred LEZ Scheme following the 2019 public consultation was paused after Scottish Government and the four main Scottish Cities implementing LEZs agreed to delays, due to the Covid-19 pandemic.

### Statutory Consultation 2021

In June 2021, the Council approved a preferred Low Emission Zone Scheme which was subject to further consultation.

Consultation took place from 28 June to 20 September 2021 seeking views on a City Centre LEZ, to include all vehicle types, except motorcycles and mopeds and those subject to a national exemption outlined in the Low Emission Zones (Emission Standards, Exemptions and Enforcement) (Scotland) Regulations 2021. The LEZ would be implemented on the 31st May 2022. Enforcement would commence on 1 June 2024, after a 2-year grace period for all vehicles and groups. There was to be no local exemptions to the scheme.

Section 11 of the Act, in tandem with the Regulations, provides a list of the organisations that local authorities must consult with when making, amending or revoking a LEZ scheme. These organisations and groups were considered as statutory consultees and were approached directly and invited to comment during the 2021 consultation. Statutory consultees approached included the following:

- Scottish Environment Protection Agency (SEPA);
- Nature Scot (formerly Scottish Natural Heritage);
- Such persons as the authority considers represent the interests of;
  - The road haulage industry,
  - The bus and coach industry,
  - The taxi and private hire car industry,
  - Local businesses, and drivers, likely to be affected by the proposal,
- Such other persons as the authority considers appropriate;
- Local authorities neighbouring the authority that is delivering the
- scheme,
- Regional Transport Partnerships;
- NHS Health Boards.

The consultation invited comment on key aspects of the LEZ Scheme, including the overall Scheme as proposed, the boundary, the grace period approach and length and local exemption approach. It also sought to gauge levels of awareness about support funding available.

A consultation document detailing the Scheme in full was provided to all statutory consultees and published on the Council's website.

In addition to the statutory consultees, over 500 organisations (public, private, third sector, various sizes) were contacted and invited to take part in the consultation.

A public questionnaire received over 5,000 responses from individuals. Communications and engagement, including the opportunities to share feedback on the Scheme, were made via various formats including: virtual meetings, social media (~2 million 'impressions', i.e. the number of times posts have been viewed), bus shelter and large format digital displays on some key routes in the city, letter drops to all householders and businesses within the proposed LEZ (~19,000 properties), radio advertising (~1.2m population), emails to all active

parking permit holders in Edinburgh (~25,000 drivers), all supported by information on the Council's LEZ webpages.

Following the period of statutory consultation, on the preferred Scheme in 2021, the Council undertook a full analysis exercise of the feedback from all stakeholders (statutory and non-statutory consultees). The Council has taken account of feedback from all stakeholders since the inception of the project, including from the earlier consultation exercise in 2019, when reaching the final Scheme design. Details of the extent and scope of the responses and representations is set out below.

Key stakeholders (including statutory consultees) presented a range of views on the scale of a future Scheme, but in general supported the principle of a LEZ.

Boundary and grace period changes could not be justified in terms of the feedback, as this was not in keeping with the Scheme's objectives. Justification and mitigation are detailed below.

Overall, the impacts from the Scheme are considered to be reasonable and proportionate having regard to the overall benefits.

In summary, the final design of the Scheme did not change significantly following the statutory consultation, however thematic analysis suggests that concerns were mostly centred on displacement (traffic and air quality) impacts, the need for local exemptions and that the LEZ may disproportionately impact on low income households and microbusinesses. In response, to consultation and engagement with key stakeholders, the Council acted on feedback received, such as the detailing and next steps around developing the Network Management Strategy in collaboration with key stakeholders, and in terms agreeing an approach to determining local exemptions.

### Statutory Notice Period

A Statutory Notice Period advertised the Scheme Proposal for a period of 29-days, from 1 February to 1 March, in exceedance of the 28-day minimum requirement as outlined in the [Transport \(Scotland\) Act 2019](#) ('the Act') and [The Low Emission Zone \(Scotland\) Regulations 2021](#) and [The Low Emission Zone \(Emission Standards, Exemptions and Penalty Charges\) \(Scotland\) Regulations 2021](#) ('the Regulations').

Over 600 on street bills were affixed to street ends in prominent positions, across all affected street within the Scheme Proposal boundary. It was noted that a significant number of bills were vandalised and/or removed during the Period, which were duly noted and replaced at the half-way point of the Period by contractors. Notice advertisements were published in two local newspapers: The Scotsman and Edinburgh Evening News during the Period. Physical copies of documentation were also made available in the City Chambers during the Period.

During the Period, a summary of the objections process and all evidence relating to development of the Scheme Proposal was made available on the Council's webpages, including the following evidence relating to the Council's Proposal to Make a Low Emission Zone Scheme.

Statutory consultees were approached directly to inform them of the Period and signposted them to the evidence documentation.

During the Period, Transport Scotland's communications campaign widely advertised the national LEZ campaign in Edinburgh and included the following: TV advertisement on STV, digital displays, advertising on Lothian Buses etc.

A total of 26 objections and one note of support was received during the Statutory Notice Period. Overall, objections generally focused on the following themes; size and location of the boundary, impacts of traffic displacement and the potential financial impacts for individuals and businesses to ensure that they could comply with the Scheme. Some objections also included concerns around the evidence base which underpins the Scheme, the consultation and engagement process, exemptions, the need for a LEZ at all, and the cost of its operation.

In response to all representations received, the Council has refined some of the intended operational details for the Scheme, including around Network Management Strategy (NMS) and establishment of a LEZ Local Exemptions Advisory Panel (LEZ-LEAP).

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## Grace Periods

A grace period of two years will begin on the date the LEZ is introduced and will apply to all vehicles (residents and non-residents). This will allow time for those with non-compliant cars time to adjust, it will also allow time for any transport infrastructure changes or road construction considerations that are required for the LEZ to function efficiently.

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## Wider Considerations

### Integrated Impact Assessments

An Integrated Impact Assessment (IIA) helped inform the final design of Edinburgh's LEZ by presenting potential impacts arising from its introduction. As set out in this NLEF Report, the LEZ will restrict non-compliant vehicles from entering a defined area in the city and the IIA considered a range of consequential impacts including access, health, and financial impacts. The IIA utilised the NHS Lothian Integrated Impact Assessment guidance as an effective mechanism for meeting requirements of the NLEF and the Equality Act 2010 (Specific Duties) (Scotland) 2014. The IIA approach is consistent with Transport Scotland's approach to the IIA for the LEZ Regulations with the approach tailored to reflect relevant supporting guidance for Edinburgh's LEZ.

Through the IIA, the likely impacts of the LEZ introduction on the following groups were assessed:

- People with protected characteristics (e.g. age, gender, disability, ethnicity, religion);
- Those vulnerable to falling into poverty (e.g. unemployed, single parents, homeless people, carers and vulnerable families)
- Geographical communities (e.g. urban, rural, and business communities) The impacts on each group were organised by the key IIA themes:

The impacts on each group were organised by the key IIA themes:

- Equalities and Human Rights
- Environmental
- Economic

The IIA concluded that the LEZ has the potential to cause a range of positive and negative impacts, from improving health of society to potentially reducing access to the city centre for those who rely on private vehicle transport. The most significant impact of the LEZ will be the improvement in air quality and the resulting health benefits to residents, visitors and workers. The LEZ also has a potential positive health impact through encouraging the use of active travel and public transport for certain trips and changing existing travel behaviours.

Given the focus of the IIA to look at how protected groups are potentially differentially affected, there are instances where the LEZ could disproportionately affect some groups in society. For example, those who have a diminished ability to upgrade to a compliant vehicle due to low income, including people on benefits, single parents, or disabled people. Those on lower incomes may experience reduced access to locations and in turn the goods, services, or employment opportunities available to them. Community transport providers rely on cars and minibuses that may be subject to a LEZ, therefore the services they provide to a range of protected groups (such as youth groups and those receiving care) may be affected.

The assessment concluded that, despite the health benefits, protected members of society can be negatively impacted by the LEZ but that these impacts can be removed or mitigated through considerate decision making at national and local level. For example, Transport Scotland's LEZ Mobility Fund, retrofitting schemes and exemptions outlined in the Regulations all look to reduce negative impacts of LEZs. The proposed 2-year grace period for the Edinburgh LEZ will also mitigate the impacts, allowing additional time for residents and businesses to comply with LEZ requirements.



## Strategic Environmental Assessment

A Strategic Environmental Assessment screening process 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 work 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. An area of concern highlighted in the SEA was the potential for negative impacts on air quality as a result of traffic displacement

In Scotland, during the main Covid-19 pandemic lockdown period in 2020, air pollution (NO<sub>2</sub>) levels declined. Transport Scotland commissioned a study to assess Covid-19 impact on plausible futures scenarios (with varying traffic demand and vehicle compliance levels) against the NMF model assessments for the four Scottish Cities. The assessment work for Edinburgh found proposals were robust to variations in network conditions that may occur in a post-Covid-19 world. The study also concluded LEZs are still required to improve air quality and protect public health in the City Centre.

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## Costs / Funding

### LEZ Grant Funding

The Council has applied to Transport Scotland for grant support towards the development of a Low Emission Zone since 2018. The Council will continue to apply for future grant support from Transport Scotland.

Table 6. Transport Scotland Grant Award - Summary

Financial Year	Revenue	Capital
2018/19	£111,800.00	N/A
2019/20	£195,000.00	
2020/21	£120,000.00	
2021/22	£140,000.00	£900,000.00*
* Capital grant award is a contribution and may be claimed beyond the 2021/22 financial year		

Future grant applications may be made to support the progress of key LEZ development activities, according to grant eligibility criteria – see table 7.

Table 7. LEZ development activities, by type

Revenue	Capital
<ul style="list-style-type: none"> <li>• Air quality/traffic modelling</li> <li>• Communications and engagement</li> <li>• Impact assessments</li> <li>• Monitoring and evaluation</li> <li>• Project management</li> <li>• Legal</li> </ul>	<ul style="list-style-type: none"> <li>• Enforcement cameras – fixed and mobile</li> <li>• Enforcement camera installation</li> <li>• Back-office system</li> <li>• Design/contract management</li> <li>• Signage</li> <li>• Network Management Strategy</li> </ul>

### Revenue Impact

Future funding for the ongoing revenue costs for operating the LEZ Scheme is the subject of ongoing discussion with the Scottish Government, through the LEZ Leadership Group. The estimated revenue cost is £400,000 per annum once enforcement commences in 2024/25. The Scottish Government is also considering unfunded capital costs in the range of £570,000 to construct road network changes that will facilitate traffic movements around the boundary.

The financial implications of the LEZ will be published as part of the annual LEZ progress report and in annual accounts of the Council, according to the financial year and 2021 Regulations.

The Council is progressing detailed revenue modelling, in partnership with Transport Scotland and the four cities implementing LEZs. Key assumptions will be agreed across the cities and the Council will test scenarios to project revenue implications of potential behaviour change impacts of the Scheme.

### LEZ Public Transport Provision Fund

In [February 2020](#), Committee noted that the Council and its regional partners received funds from Transport Scotland through the LEZ Public Transport Provision Fund (PTP) to promote modal shift and support the Scheme's objectives. In total, approximately £3.7m of PTP funds

were claimed across South East of Scotland Transport Partnership (SEStran) region by the Council and regional local authorities to develop: a mobility hub (Brunton Hall) including EV chargers, Park and Rides, bus shelters, bus prioritisation measures and new bus lane enforcement cameras, among other measures.

In addition, Scottish Government has provided over £1.5m in [LEZ Support Funds](#) to promote modal shift and reduce emissions, for over 450 microbusinesses/low-income households located within 20km of the Scheme and to retrofit taxis.

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## Risks and Uncertainty

A Risk Register has been continually updated throughout LEZ Scheme development to inform decision making. Table 8 details potential risks and uncertainties identified relating to the Proposed Scheme, open as at March 2022. Mitigating actions for each open risk have been identified in table 8.

Table 8. Risk register, as at March 2022

Ref	Risk	Impact	Likelihood	Score	Mitigation	Impact	Likelihood	Score
1.0	Scheme is not delivered by May 2022, due to political decision-making timelines	5	4	20	Final Submission of the Scheme and objections report from Statutory Notice Period is presented to Committee, alongside all supporting evidence.	5	3	15
1.1	Insufficient funds to cover LEZ revenue/maintenance costs	5	4	20	Ongoing discussion with Scottish Government through LEZ Leadership Group	5	3	15
1.2	TRO/RSOs required at as part of Network Management Strategy (NMS) delay LEZ implementation, due to hearing	5	4	20	Scheme delivery programme updated to account for TRO/RSO lead-ins.	5	3	15
1.3	Scheme is subject to Examination	5	4	20	Robust case for change has been established via the NLEF process and LEZ developed has been informed by public and stakeholder engagement, consultation and statutory notice period.  Objections received have all been responded to and/or addressed.	5	3	15
1.4	Public do not support or understand Scheme operational details, objectives and impact	5	4	20	Deliver communications campaign throughout grace period, informed by behaviour change study.  Baseline for monitoring/evaluating LEZ success and identify public views, knowledge and potential misunderstandings.	4	3	12
1.5	Scottish Ministers amend or reject the Scheme, requiring Committee to reconsider options	5	4	20	Council engaging continually with Transport Scotland during LEZ development. Development processes followed according to LEZ Regulations and Guidance.	4	3	12
1.6	Council is required to redirect funds from other projects, to deliver the LEZ Network Management Strategy (NMS)	4	5	20	Raised with Scottish Ministers, via LEZ Leadership Group. The Council will apply for LEZ Grant Funding in 2022/23 for contributions towards NMS.	4	3	12
1.7	Impact of Scheme on individuals	4	4	16	Integrated Impact Assessment (IIA) outlined potential impacted	4	3	12

					<p>individuals' groups, which informed LEZ appraisal and development.</p> <p>LEZ Support Funds, provided by Scottish Government, are available to eligible applicants to encourage compliance and promote modal shift.</p> <p>Council will promote the Support Funds via media channels and through communications campaigns and will assess awareness, via monitoring/evaluation.</p> <p>LEZ national exemptions are in place for identified impacted groups, including blue badge holders.</p> <p>Two year grace period provided to allow more time to adapt and prepare for LEZ.</p>			
1.8	Impact of Scheme on businesses	4	4	16	As above.	4	3	12
1.9	Impact of Scheme on bus/coach operators	4	4	16	<p>LEZ retrofit funds, provided by Scottish Government, for eligible vehicles to become compliant</p> <p>Council will continue to promote the Retrofit Funds via media channels and engagement with stakeholders.</p>	4	3	12
1.10	Impact of Scheme on taxi/private hire operators	4	4	16	As above	4	3	12
1.11	Potential traffic displacement around boundary	4	4	16	<p>Scheme Network Management Strategy (NMS) provides identified measures to mitigate modelled traffic impacts, including junction changes and signage.</p> <p>Monitoring/evaluation at identified sensitive locations, in partnership with key stakeholders during grace period and from enforcement.</p> <p>Anticipate undertaking monitoring/evaluation of behaviour change in response to LEZ</p> <p>Discretionary objectives of the scheme agreed to ensure alignment of the Scheme with the Council's wider transport and placemaking policies</p>	4	3	12
1.12	TRO/RSOs required at as part of Network Management Strategy	4	4	16	Scheme delivery programme updated to account for TRO/RSO lead-ins	4	3	12

	(NMS) delay LEZ implementation.							
1.13	Enforcement back-office system is subject to a cyberattack	4	4	16	Follow all Council IT security policies and ensure systems are procured to highest standards available.	4	3	12
1.14	Data from enforcement system is not handled in accordance with correct procedures	4	3	12	Compliance with legislation, guidance and internal procedures. All data to be stored and (where required) transferred in a secure manner. All data and data management processes shall be compliant with the requirements of GDPR, the Data Protection Act 2018 and will be subject to Data Protection Impact Assessment(s). Any staff handling data to be trained in data protection	4	2	8
1.15	Enforcement system - procurement not complete on time/to specification	4	3	12	Procurement via identified routes to market and in-line with other projects' procurement processes (Smart Cities).  Advanced implementation and testing to be completed to ensure robust system in place by 1 June 2024.	4	2	8
1.16	Enforcement system – operation	4	3	12	Flexibility in the enforcement strategy allows effective deterrent that can adapt to changes in behaviour and progress towards objectives	4	2	8
1.17	Enforcement system - DVLA and Transport Scotland agreements, exemptions systems etc. not in place by June 2024	4	3	12	Systems are required to be in place by summer 2023 in time for Glasgow's LEZ enforcement. Risk shared with Transport Scotland	4	2	8
1.18	Insufficient staff resource to progress key project deliverables	4	3	12	Project lead identified in 2021/22. To seek consultancy support (and funding) or internal role re-allocations, when appropriate.	4	2	8
1.19	Public transport operators react to LEZ by reducing services or increasing costs	4	3	12	LEZ retrofit funds, provided by Scottish Government, for eligible vehicles to become compliant.  Lothian buses to be 100% compliant by end of 2022.	4	2	8
1.20	Macro-economic and COVID impacts, in relation to LEZ	4	3	12	Options appraisal considered proportionality of environmental benefits verses socio-economic disbenefits. A city centre boundary with a 2-year grace period was identified as optimal option to give time for adaptation to the Scheme.	4	1	4
	Scheme does not achieve objectives, including for air quality	5	2	10	Monitoring/evaluation to continually assess against Scheme objectives.. Adjust Scheme as necessary to achieve objectives	5	1	5

## Mitigation

See Risks and Uncertainty section, above

DRAFT

## Monitoring and Reporting

Monitoring and reporting on the performance and effectiveness of the LEZ will take place in accordance with the Transport (Scotland) Act 2019 and associated LEZ Guidance.

Part 5 (1) of the Low Emission Zones (Scotland) Regulations 2021 contains provisions requiring that a local authority operating a scheme must for the duration of the scheme (a) keep proper accounts, as required by proper accounting practices, for that scheme showing the costs of (as the case may be) proposing, making and operating the scheme and how the gross and net revenue of the scheme is calculated, (b) prepare, in respect of each financial year, a statement of account based on the accounts referred to in paragraph (1)(a) and, if applicable, paragraph (2) in such form as is required by proper accounting practices, and (c) publish the statement of account, in such manner as is required by proper accounting practices, in the annual accounts of the authority for the financial year, with a copy of this statement of account required to be included with the annual report required under Section 29 of the Transport (Scotland) Act 2019.

In accordance with the Act, the Council will prepare an annual report on the operation and effectiveness of the LEZ, share this with Ministers and publish on our website. In accordance with the Guidance this will cover, as a minimum:

- The scheme size, boundary location, vehicle scope, date of scheme introduction and grace period start/end dates;
- A summary of the operation and effectiveness of the scheme including an assessment of: the costs of proposing, making and operating the scheme; the number and details of penalties issued; the number of appeals received and a summary of their outcomes; gross and net revenue gathered by the authority from the operation of the scheme; details of how the revenue has been used to facilitate the achievement of the scheme's mandatory and discretionary objectives; and
- Any modifications to the scheme in the past 12 months.

In accordance with the Act and The Low Emission Zone (Scotland) Regulations 2021, the Council will keep and publish annual accounts in connection with the LEZ for the duration of a scheme's operation, with a 'statement of accounts' published in the Council's annual accounts. This will identify:

- The costs of proposing, making and operating the scheme and the calculation method and actual figures related to gross and net revenue and expenditure of the scheme, to include all of the costs incurred for, or in connection with, planning, procuring, implementing, maintaining, repairing, improving, administering, managing, enforcing and promoting the scheme;
- Any grant provisions provided by Scottish Ministers in relation to the LEZ scheme.

In particular, the performance of the LEZ in reducing levels of air pollution, alongside concurrent interventions, will be monitored and reported via the Local Air Quality Management (LAQM) process and published within Edinburgh's Air Quality Annual Progress Reports. These will continue to detail pollution levels recorded at automatic monitoring sites and diffusion tube locations. It is noted though that the APR reports on monitoring taken over the 'calendar year', and that trends may only be evident over a number of years rather than year on year.



## Conclusions

The Council has identified a preferred LEZ boundary for Edinburgh (Figure 1) following a robust option appraisal process in accordance with the cleaner Air for Scotland Strategy and the National Low Emission (NLEF), and supported by the detailed traffic and air quality modelling of the National Modelling Framework (NMF), public and stakeholder engagement, relevant impact assessments, and alternative futures scenario planning.

The Council intends to formally introduce the LEZ on 31st May 2022. A 2-year grace period will apply from this date to both residents and non-residents of the LEZ, meaning that enforcement will take place from 1st June 2024.

The LEZ will operate for 365 days a year, 24 hours a day. In accordance with the legislation, the LEZ may be suspended for the duration of events of local or national significance. Although none are anticipated at present, these will be determined on a case by case basis in consultation with Scottish Ministers as they arise. The LEZ may also be suspended in emergency situations, such as when an incident on the wider road network requires vehicles to be temporarily diverted through the LEZ, but only where vehicles follow prescribed diversionary routes.

The LEZ will apply to all vehicle types specified in the Regulations and identified in the Introduction to this submission. Vehicles will be permitted access to the LEZ on the basis of their exhaust emissions standard, in accordance with the mandatory nationally consistent emission standards for Scottish LEZs identified in the Regulations.

Edinburgh's LEZ will not apply to motorcycles and mopeds given the limited contribution these make to NOx emissions.

Section 17 of the Act includes that local authorities may grant and renew 'time-limited exemptions', in respect of a vehicle or type of vehicle for the purpose of section 6(1)(b), by reference to the vehicle's use. The maximum period for which a 'time-limited exemption' may be granted is a period of 1-year. However, to encourage compliance and to meet Scheme objectives, exemptions will only be granted in exceptional circumstances and would be considered on a case-by-case basis. It is not possible at this stage to foresee the full range of such occasions, however a mechanism will be put in place by the Council prior to the end of the grace period for ad-hoc exemptions of this nature, although the Council expects these to be very rare circumstances.

Should the Council believe a vehicle is in contravention of the LEZ, it will serve a Penalty Charge Notice (PCN) on the registered keeper, in accordance with the Regulations. Enforcement will commence following the end of the 2-year grace period and will be via Automatic Number Plate Recognition (ANPR) cameras. Penalty charges will be issued in accordance with the Regulations, described in the Introduction.

## Section 4 Integrated Impact Assessment

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### Summary Report Template

Each of the numbered sections below must be completed

Interim report		Final report	x	(Tick as appropriate)
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#### 1. Title of proposal

Edinburgh Low Emission Zone

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

This report provides an update to the IIA which was undertaken in June 2021 and subsequently updated in October 2021. This update incorporates the finding of the recent objection period. This IIA is 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.

Following on from initial consultation in 2019, the preferred LEZ scheme was advertised for 12 week public consultation from 28 June to 20 September 2021. As part of this process, further engagement was held with key stakeholders, both statutory and non-statutory, to ensure the LEZ is successful at achieving its objectives.

A Statutory Notice Period to advertise the Scheme Proposal commenced on 1 February and ran for 29 days, to 1 March, in exceedance of the minimum requirement as outlined in the [Transport \(Scotland\) Act 2019](#) ('the Act') and [The Low Emission Zone \(Scotland\) Regulations 2021](#) and [The Low Emission Zone \(Emission Standards, Exemptions and Penalty Charges\) \(Scotland\) Regulations 2021](#) ('the Regulations').

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 since 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 be penalised for entering 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 with minor amendments. The Extended Urban Area (formally named '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 in 2024 after the grace period expires.

Exemptions apply consistently across all Scottish LEZs, as set out in the Regulations. The following exemptions must be applied to the LEZ at all times:

Vehicle type of classification Description	Vehicle type of classification Description
Emergency Vehicles	For or in connection with the exercise of any function of: -the Scottish Ambulance Service -the Scottish Fire and Rescue Service, -Her Majesty's Coastguard, and -the National Crime Agency.
Military Vehicles	-Vehicles belonging to any of Her Majesty's forces; or used for the purposes of any of those forces
Historic Vehicles	-Vehicles which are 30 years old or older.
Vehicles for Disabled Persons	-Vehicles registered with a 'disabled' or 'disabled passenger vehicles' tax class; and/or -Vehicles being used for the purposes of the 'Blue Badge Scheme'
Showman Vehicles	-Highly specialised vehicles used for the purposes of travelling showmen, where the vehicle is used during the performance, used for the purpose of providing the performance or used for carrying performance equipment

Several grants and loans are available which are funded Transport Scotland and administered by the Energy Saving Trust, to supports individuals and businesses affected by the LEZ. Currently, the funds are closed to new applicants for the current financial year, but it is anticipated that further funds will be made available in the 2022/23 financial year. Interested individuals may register their interest for future funds on the Energy Saving Trust webpages.

- **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 20km of 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 microbusiness (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 are available to cover up to 80% of the cost of a retrofit solution as follows:

- Up to £5,000 per light commercial vehicle and wheelchair accessible taxi installing retrofit exhaust after-treatment systems.
  - Up to £10,000 per wheelchair accessible taxi installing re-powering technology.
  - Up to £16,000 per heavy goods vehicle or refuse collection vehicle.
- **The Bus Emissions Abatement Retrofit (BEAR) Programme** – Four rounds of funding have been awarded to bus and coach operators to support the costs of installing retrofit technology to improve diesel emissions to a Euro VI standard or better, or to convert buses to electric drivetrains. This funding has been 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. The most recent round closed to new applicants on 26 August 2021, where successful applicants could access grant funding towards both primary and ancillary costs up to a maximum of £1,995,000 per bidder.

Eligible vehicles were required to 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. Currently, the funds are closed to new applicants for the current financial year, but it is anticipated that further funds will be made available in the 2022/23 financial year:

- **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 (up to £28,000) and vans (up to £35,000) for each new electric vehicle, new electric motorcycles or scooters (up to £10,000 for each vehicle), new electric / plug-in hybrid HGVs, minibuses, coaches and buses (overall cap of £120,000).
- **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

To ensure the LEZ is successful at achieving its objectives, two sets of consultation/engagement exercised have been undertaken with key stakeholders, both statutory and non-statutory.

Between May and July 2019, the Council publicly consulted on LEZ proposals in Edinburgh to explore key scheme aspects including: different boundaries at city centre and city-wide scales and various grace period options based on population and vehicle type and purpose. The consultation approach included an online survey (which received 2,793 responses), a series of sessions with key stakeholders, written responses from stakeholder groups and members of the public, engagement with primary school children and engagement with neighbouring local authorities.

Following on from initial consultation in 2019, the preferred LEZ scheme was advertised for a 12 week public consultation from 28 June to 21 September 2021. The consultation invited comment on key aspects of the LEZ scheme, including: overall scheme as proposed, city centre boundary, grace period approach and length, no local exemption approach and awareness of support funding available. An online questionnaire was presented to the general public and other stakeholders in 2021. The questionnaire received 4,976 individual responses. In addition to individuals who completed the questionnaire, 75 responses were received on behalf of organisations. An additional 26 written responses were received on behalf of organisations. Statutory stakeholders were approached directly and invited to comment on proposals, in accordance with the Transport (Scotland) 2019 Act. Multiple engagement workshops and meetings were hosted by the Council and written submissions received across all stakeholder groups.

Additionally, 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 specifically to the 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.

A Statutory Notice Period to advertise the Scheme Proposal commenced on 1 February and ran for 29 days, to 1 March, in exceedance of the minimum requirement as outlined in the Act and the Regulations. Over 600 on street bills were affixed at prominent positions, across streets within the LEZ boundary and maintained throughout the period. Notice advertisements were published in two local newspapers and physical copies of the Scheme Proposal and relevant documentation were also made available in the City Chambers for inspection. Appendix A contains evidence of the various methods used to publicise the notice period.

Statutory consultees were approached directly to inform them of the Notice Period and to direct them to evidence documentation.

During the Period, Transport Scotland’s communications campaign widely advertised the national LEZ campaign in Edinburgh which included TV advertisement, digital displays and advertising on Lothian Buses.

**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.

**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)**

<b>Name</b>	<b>Job Title</b>	<b>Date of IIA training</b>
<b>Suzanne Hunter</b>	<b>Transport Officer</b>	<b>01 Nov 2018</b>
<b>Shauna Clarke</b>	<b>Environmental Health Officer</b>	
<b>Greg McDougal</b>	<b>Transport Officer</b>	

**7. Evidence available at the time of the IIA**

<b>Evidence</b>	<b>Available – detail source</b>	<b>Comments: what does the evidence tell you with regard to different groups who may be affected?</b>
Data on populations in need	Census 2011	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

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
	<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>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 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>RHA, Clean Air Zones and HGVs – factsheet (BVRLA,FTA, NFDA and RHA,</p> <p>Scottish Government, 2018, Businesses in Scotland</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 delivering goods (35%), while for privately owned LGVs, most vehicle kms travelled are for travelling to and from work.</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
	<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>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 in February 2020 for Euro VI vehicles or better (compliant vehicles);</p> <ul style="list-style-type: none"> <li>• HGVs: 76-95% Euro VI or better</li> <li>• Buses &amp; coaches: 61% operators - excluding Lothian Buses Lothian Buses commitment to be 100% LEZ compliant by the end 2021.</li> <li>• LGV: 48% Euro VI or better (increase from 7% in 2016)</li> </ul> <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"> <li>• ~16,000 cars</li> <li>• ~3610 LGV</li> <li>• ~120 HGV</li> <li>• ~120 bus</li> </ul> <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"> <li>• Walking journeys up by 15%</li> <li>• Cycling journeys up by 10%</li> <li>• Concessionary bus journeys down by 55%</li> <li>• Rail journeys down by 80%</li> <li>• Ferry journeys down by 75%</li> <li>• Air journeys down by 80%</li> <li>• Car journeys down by 20%</li> </ul>
Data on socio-economic disadvantage e.g. low income, low wealth, material	Scottish Index of Multiple Deprivation (SIMD)	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?
deprivation, area deprivation.		
Data on equality outcomes	<p>Hands Up Scotland Survey 2019: National Summary Report</p> <p>Transport Scotland, Transport and Travel in Scotland, 2017</p> <p>Sustrans, Bike Life, Sustrans, 2019</p>	<p>A survey undertaken 2019, found that 25.5% of school pupils in Scotland stated they normally travelled to school using only private motorised mode of travel compared with 47.8% 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><a href="#">City Mobility Plan</a>  <a href="#">National Transport Strategy</a>  <a href="#">Strategic Transport Projects Review</a>  <a href="#">National Planning Framework</a>  <a href="#">Regional Transport Strategy</a>  <a href="#">Edinburgh City Vision 2050</a>  <a href="#">2030 Sustainability Strategy</a>  <a href="#">City Plan 2030</a>  <a href="#">Edinburgh City Centre Transformation</a></p>
Public / patient / client experience information	<p>An online survey Carried out in 2019 (2,793 responses received).</p> <p>An online survey carried out in 2021 (5051 responses received)</p> <p>Two series of sessions (undertaken in both 2019 and 2021) with key stakeholder including the representatives from the taxi and private hire car sectors, the bus and coach sectors, and with freight sectors</p>	<p>Findings from the consultation in 2019 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> <p>In the 2019 questionnaire, the main issues voiced were worry about increased traffic and pollution in</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
	<p>though the Council's ECO Stars scheme</p> <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. Four stakeholder workshops (attendees including the representatives from the taxi and private hire car sectors, the bus and coach sectors, and with freight sectors though 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>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>Weekly Poll – Low Emission Zone (Blue Badge Exemptions), Disability Equality Scotland 2021.</p> <p>A Statutory Notice Period to advertise the Scheme Proposal commenced on 1 February and ran for 29 days, to 1 March, in exceedance of the minimum requirement as outlined in the Act and the Regulations.</p>	<p>neighbouring streets/parks; the desire to make the area larger; and to include New Town/up to Ferry Road. Worries were voiced about the financial effect on businesses and individuals. Comments were mainly about considering exemptions, like motorbikes/scooters, buses/public transport, private cars, deliveries/ tradesmen</p> <p>Twelve percent of those who completed the 2021 online questionnaire said they had a physical or mental health condition or illness lasting or expected to last 12 months or more that limits their daily activities. Of those who stated they did, 17% were Blue Badge holders and 3% own a vehicle with adaptations for disabled users.</p> <p>The 2021 consultation found that Support for the LEZ and its details is very mixed, but this appears to have less to do with the principle of being able to breathe better air, and more to do with the practical implications for people within and also travelling to the zone, as well as the specific practical details of the proposal. Similar concerns to those in the 2019 consultation were voiced.</p> <p>Analysis of objections submitted as part of the Statutory Notice period found that the most common objection theme is related the Scheme boundary; predominately in relation to its size and potential future traffic displacement impacts, as well as the fact that it may have a detrimental impact on individuals and children's health and wellbeing due to the potential increase in polluting traffic diverting around the boundary. Some objectors made comments about the national exemptions; however, these are prescribed in the regulations; the Council has no powers to amend them. Objections received around 'local time-limited exemptions' tended to relate to individuals' personal circumstances, from accessing the LEZ for night-shift work to the impact on those with hidden disabilities.</p> <p>Results from the Weekly Poll – Low Emission Zone (Blue Badge Exemptions) show that an overwhelming majority of respondents believed that the Low Emission Zone exemption application for Blue Badge holders must be available in a variety of accessible formats. This will ensure that applications embed inclusive communication principles and are available in a format that matches the communication strengths and preferences of each individual. There was recognition that not all Blue Badge holders will be able to access an online application, due to factors related to digital exclusion. This includes lacking</p>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
		digital skills or confidence to get online, as well as limited resources and money to pay for devices or internet access. Respondents highlighted the importance of having a paper version of the application, which is also available in a variety of different accessible information formats, such as Braille, Easy Read, large text and plain text. A call centre was identified as another alternative for people who face digital exclusion, as well as the ability to complete a face-to-face application. A number of respondents believed that Low Emission Zone exemptions must align very closely with the existing Blue Badge application process.
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> <p>Inclusive Communication Hub:  <a href="http://www.inclusivecommunication.scot">www.inclusivecommunication.scot</a></p>
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>

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected?
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 NO<sub>2</sub> legal limit exceedances mainly due to road traffic; the sixth AQMA relates to fine particulates (PM<sub>10</sub>) 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 NO<sub>2</sub> 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 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.</p>
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
<p>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.</p>	<p>All, particularly children, pregnant women, disabled people and older people.</p>
<p>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.</p>	<p>All</p>
<p>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</p>	<p>All, particularly relevant to those who are unemployed/on low income/people on benefits and those with mobility impairments who rely on public transport</p>
Negative	
<p>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.</p> <p><b>Mitigation:</b> <i>This effect will not be applicable to holders of free travel passes including older people/pensioners, disabled and subsidised travel; therefore, 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>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>
<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><b>Further work/mitigation:</b> <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</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>services. The funding options available will be clearly communicated to Transport Providers.</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><b>Mitigation:</b> The communications strategy ensures 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.</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><b>Mitigation:</b> 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.</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><b>Mitigation:</b> Community transport providers were 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 Transport Providers to effectively communicate LEZ proposals and on potential impact to help them prepare for the change.</p>	<p>Older people/pensioners, children, disabled people, care providers, youth groups, school groups.</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><b>Mitigation:</b> 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</p>	<p>Disabled people and carers.</p>

<p><i>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>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><b>Mitigation:</b> <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><b>Mitigation:</b> <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><b>Mitigation:</b> <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>People with different religious belief/ faith</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><b>Mitigation:</b> <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</p>	<p>Low income households, people on benefits,</p>

<p>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><b>Mitigation:</b> <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>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><b>Mitigation:</b> <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><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>Rural/semi-rural communities</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><b>Mitigation:</b> <i>The Council has engaged with the Motability scheme provider to establish the age of the vehicles for lease. The scheme provider confirmed</i></p>	<p>Disabled people</p>



<p><i>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>The LEZ may result in the displacement of traffic to areas surrounding the boundary. In particular, concerns were raised in the 2021 consultation about Preston Street Primary being on the boundary and the impact on school children. 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><b>Mitigation:</b> <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. It is proposed that pavements are permanently widened around Preston Street Primary School for safety, active travel and to lessen LEZ impacts.</i></p>	<p>All, particularly those living on the boundary streets suffering from chronic respiratory illness and young children</p>

<b>Environment and Sustainability including climate change emissions and impacts</b>	
<b>Positive</b>	<b>Affected populations</b>
<p>Implementing LEZ will improve vehicle standards which in turn will bring air quality improvements and health &amp; 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>
<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.</p>	<p>All</p>
<p>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.</p>	<p>All</p>
<p>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.</p>	<p>All</p>
<p>There are potential benefits from a reduction in air pollution deposition on habitats through reduced traffic.</p>	<p>All</p>

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
<b>Negative</b>	
<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><i><b>Mitigation:</b> 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>	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><i><b>Mitigation:</b> 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.</i></p>	All

<b>Economic including socio-economic disadvantage</b>	
<b>Positive</b>	<b>Affected populations</b>
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

<p>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.</p>	<p>Business communities, staff</p>
<p>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.</p>	<p>All</p>
<p>Potential benefit to restaurants/cafes within LEZ areas due to improvements in air quality may encourage increase patronage.</p>	<p>Business communities, staff</p>
<p>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.</p>	<p>Business communities, staff</p>
<p><b>Negative</b></p>	
<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><b>Mitigation:</b> <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>	<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>
<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><b>Mitigation:</b> <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>
<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><b>Mitigation:</b> <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</i></p>	<p>Business communities</p>

<i>effectively communicate LEZ proposals and on potential impact to help them prepare for the change.</i>	
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**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 has been and will continue to 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.

The Council also offers an Interpretation and Translation service, which provides interpreters and translations to people who cannot speak English, have problems understanding English, or have a sight or hearing loss. The translations and interpretations are available in a wide range of different languages including British Sign Language, Braille, Large print and Audio.

**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:**

<b>Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)</b>	<b>Who will take them forward (name and job title)</b>	<b>Deadline for progressing</b>	<b>Review date</b>
Continue to engage with bus operators to determine their proposed reactions to the LEZ.	George King	ongoing	May 2022
Continue to implement communications strategy to ensure that all impacted groups are reached where possible	George King	ongoing	May 2022
Provide clear communications around the LEZ implementation across different media to raise awareness and ensure people have sufficient time to prepare.	George King	ongoing	May 2022
Engage with Community Transport Providers to effectively communicate LEZ proposals and on potential impact to help them prepare for the change.	George King	ongoing	May 2022
Communicate clearly the funding options available to Transport Providers. This is also a national action for Transport Scotland.	George King	ongoing	May 2022
Targeted engagement will take place with affected communities/population groups.	George King	ongoing	Complete
Ensure appropriate mitigation measures are implemented and monitored, to reduce the impact of traffic displacement on the boundary streets	George King	ongoing	May 2022
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	ongoing	May 2022

**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?**

The period of statutory engagement and consultation included engagement with the affected groups, as well as an online public consultation survey. During the engagement process, questions on equalities formed part of the public questionnaire to obtain views and to ensure a representative sample of the impacted populations were 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**

**Name - Gareth Barwell**

**Date – 16/03/22.**

**17. Publication**

Completed and signed IIAs should be sent to [strategyandbusinessplanning@edinburgh.gov.uk](mailto:strategyandbusinessplanning@edinburgh.gov.uk) to be published on the IIA directory on the Council website [www.edinburgh.gov.uk/impactassessments](http://www.edinburgh.gov.uk/impactassessments)

# Transport and Environment Committee

10.00am, Thursday, 31 March 2022

## Proposed Parking Controls – Hatters Lane, Powderhall and Bell’s Mills, West End

Executive/routine	Executive
Wards	12 - Leith Walk, 05 - Inverleith
Council Commitments	<a href="#">18, 19</a>

### 1. Recommendations

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- 1.1 It is recommended that the Transport and Environment Committee:
- 1.1.1 approve the commencement of the legal process required to add all publicly maintained areas of road within Hatters Lane to the N1 Controlled Parking Zone (CPZ) and to approve the setting of charges as detailed in this report; and
  - 1.1.2 approve the commencement of the legal processes required to amend the existing restrictions to formalise parking places within Bell’s Mills, part of the Zone 5 in the CPZ and to approve the setting of charges as detailed in this report.

**Paul Lawrence**

Executive Director of Place

Contact: Gavin Brown, Network and Enforcement Manager

E-mail: [gavin.brown@edinburgh.gov.uk](mailto:gavin.brown@edinburgh.gov.uk) | Tel: 0131 469 3823

## Proposed Parking Controls – Hatters Lane, Powderhall and Bell’s Mills, West End

### 2. Executive Summary

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- 2.1 Hatters Lane is a residential street located within the extents of Zone N1 of the CPZ. Although located within Zone N1 of the CPZ, Hatters Lane does not currently have parking restrictions in place. Zone N1 is illustrated in Appendix 1.
- 2.2 Bell’s Mills is a residential street located within the extents of Zone 5 of the CPZ. However, only some limited sections of Bell’s Mills have waiting restrictions in place. Zone 5 is also illustrated in Appendix 1.
- 2.3 Uncontrolled streets allow unmanaged parking opportunities within the CPZ boundary. This report seeks approval to start the Traffic Regulation Order (TRO) process to include Hatter’s Lane into Zone N1 of the CPZ and to amend restrictions for Bell’s Mills within Zone 5 of the CPZ to introduce formal parking places. Both proposals will ensure consistency with the parking controls in place across all streets in the surrounding parking zones.

### 3. Background

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- 3.1 In January 2013 planning permission was granted for a mixed-use development on Hatters Lane, Powderhall, under application 11/03374/FUL. Consent was granted with conditions that a TRO was required to include the proposed road and parking spaces in the existing CPZ (Zone N1).
- 3.2 The land adoption process for Hatters Lane concluded in December 2020 and to maintain continuity of parking provisions within the CPZ, Hatters Lane is proposed for inclusion in Zone N1.
- 3.3 Bell’s Mills is already included within the Zone 5 traffic order and has waiting restrictions along its entirety. Enquiries from residents and a local Councillor and subsequent investigations have highlighted that carriageway markings do not reflect the associated TRO, with uncontrolled parking occurring in some areas of Bell’s Mills. This report proposes amending the existing TRO to formalise a level of parking provision on Bell’s Mills.



## 4. Main report

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- 4.1 Parking controls promote better management of available kerbside space by discouraging commuter parking and prioritising space for permit holding residents. Parking opportunities are also made available for visitors, carers and deliveries.
- 4.2 The inclusion of Hatter's Lane into Zone N1 of the CPZ and the amendment of restrictions in Bell's Mills within Zone 5 of the CPZ, to formalise a level of parking provision, will provide continuity of parking controls in these streets.
- 4.3 The proposed changes will ensure that demand for parking during the controlled hours is better managed by introducing parking charges and maximum lengths of stay. Parking Attendants will monitor the proposed controls and be able to take enforcement action against incorrect parking.
- 4.4 To better maintain the consistency of parking regulations within the CPZ, and to help manage parking at this location, it is recommended to start the TRO process to add Hatters Lane to Zone N1, and introduce permit and public parking charges in the same manner as apply in Zone N1.
- 4.5 In the case of Bell's Mills, an order is already in place for parking restrictions. In response to concerns raised by residents and a local Councillor regarding uncontrolled parking at this location, it is proposed to amend the existing order and introduce parking places in Bell's Mills.
- 4.6 Parking permit and public parking charges will be set at the same levels, and within the existing structures, as those already in place within N1 and 5 with a maximum stay period of four hours for public parking.
- 4.7 As well as improving the consistency of the parking regulations within the surrounding CPZ, these proposals support the Council's broader ambition, through the City Mobility Plan (CMP), to reduce vehicle dominance, improve air quality and make our streets more liveable places by reducing commuter parking opportunities and promoting sustainable travel options. The ultimate goal is to reduce greenhouse gas emissions and address climate change with the Council's commitment to be carbon neutral by 2030.
- 4.8 On this basis, it is recommended to commence the legal processes to bring Hatters Lane into the CPZ and amend the restrictions in Bell's Mills to formalise parking provision. A mix of Shared Use and Permit Holder parking places will be introduced to accommodate residential and visitor parking while yellow lines will be marked in locations where parking would be unsafe or inappropriate.

## **5. Next Steps**

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- 5.1 Should Committee approve the commencement of the TRO process, proposals will be finalised and advertised for public comment. As part of this process, any interested party may object to the proposals.

## **6. Financial impact**

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- 6.1 There will be a cost involved in processing the TRO, as well as for the introduction of signs and road markings associated with any new controls. These costs will be contained within existing parking budgets.
- 6.2 The introduction of parking opportunities to both Hatters Lane and Bell's Mills may result in a small increase in permit income to the Council. This income will be allocated towards the operation of the Council's parking scheme.

## **7. Stakeholder/Community Impact**

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- 7.1 The proposals for parking controls in Bell's Mills have been brought forward in response to concerns raised by residents and a local Councillor regarding uncontrolled parking in the street.
- 7.2 Both sets of proposals are anticipated to result in a positive outcomes in respect of carbon impacts, and adaptation to climate change by discouraging car commuting and encouraging increased use of public transport and other sustainable forms of transport.
- 7.3 There are no implications for visiting drivers who display a Disabled Persons' Blue Badge as such visitors are not required to pay for parking. Disabled residents, who hold a Disabled Persons' Blue Badge, will be able to park free of charge in any Pay and Display parking places and on appropriate yellow lines. Residents in possession of a Disabled Persons' Blue Badge will also be entitled to apply for a residents' parking permit free of charge.

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

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- 8.1 [Planning decision of 30 January 2013](#)
- 8.2 [City Mobility Plan](#)

## **9. Appendices**

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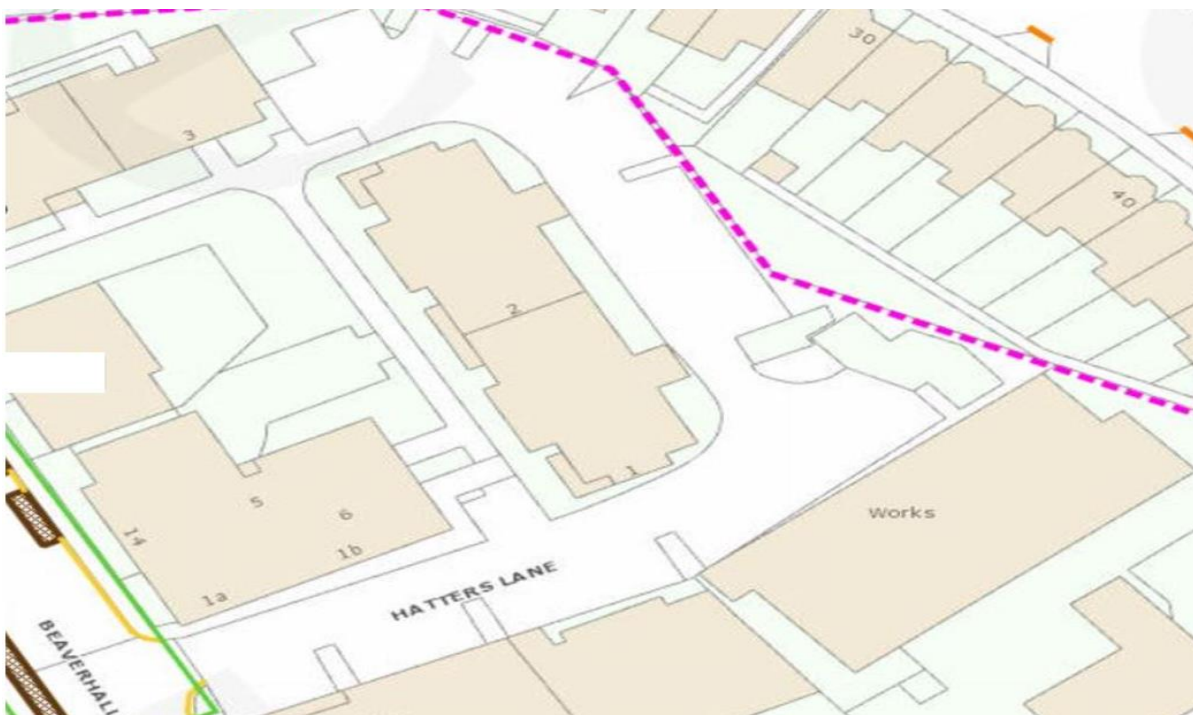
- 9.1 Appendix 1 – Location plans, Hatters Lane and Bell's Mills

## Appendix 1 - Location plans, Hatters Lane and Bell's Mills

Overview of Controlled Parking Zone (CPZ) N1, with Hatters Lane identified within its boundary.



Hatters Lane existing restrictions

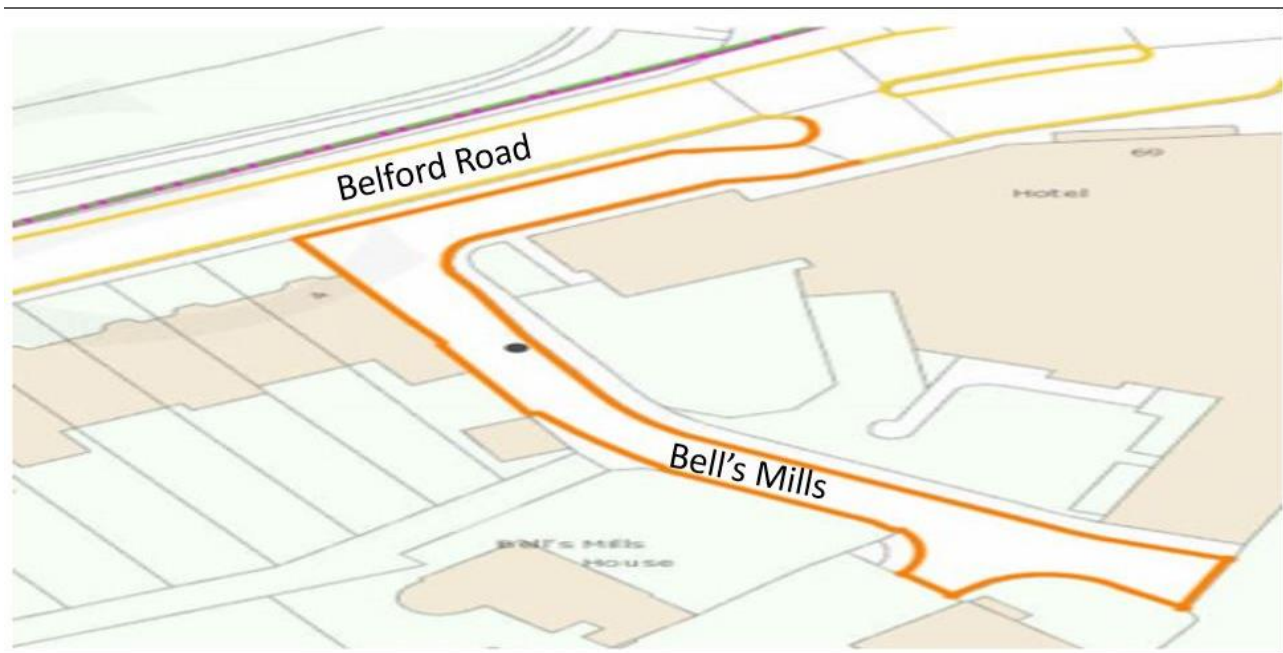


There are currently no restrictions on Hatters Lane, except for an informal (unenforceable) yellow line on the carriageway that was not implemented by the Council.

Overview of CPZ 5, with Bell's Mills identified within its boundary.



Bell's Mills existing restrictions



The existing Traffic Regulation Order for Bell's Mills is for double yellow line parking restrictions around the road, though on the ground there are gaps in the yellow line markings where vehicles park uncontrolled.

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# Transport and Environment Committee

10.00am, Thursday, 31 March 2022

## Call for Action on Zebra Markings for Side Streets – Motion by Councillor Neil Ross

Executive/routine	Executive
Wards	All
Council Commitments	<a href="#">16, 17, 18</a>

### 1. Recommendations

- 1.1. It is recommended that Transport and Environment Committee:
- 1.1.1 Notes the correspondence between the Convener and the Cabinet Secretary for Net Zero, Energy and Transport and the Minister for Zero Carbon Buildings, Active Travel and Tenants' Rights;
  - 1.1.2 Notes that Council officers have held discussions with Glasgow City Council and Transport Scotland regarding the potential to undertake trials of low cost zebra crossings and have also escalated the issue through the Society of Chief Officers of Transportation in Scotland;
  - 1.1.3 Notes that Transport Scotland has advised that this type of crossing is not permitted on a public road under current legislation and that Scottish Ministers have no powers to authorise their use, even on a trial basis;
  - 1.1.4 Therefore, approves proceeding with a study to monitor the operation of existing low cost zebra crossings in Edinburgh, at locations that are not on the public road network; and
  - 1.1.5 Notes that the Council will continue to engage with Transport Scotland, Ministers and other Scottish Local Authorities to build support for changes to legislation that would permit the use of this type of crossing on public roads.

**Paul Lawrence**

Executive Director of Place

Contact: Daisy Narayanan, Head of Placemaking and Mobility E-mail:  
[daisy.narayanan@edinburgh.gov.uk](mailto:daisy.narayanan@edinburgh.gov.uk)

## Call for Action on Zebra Markings for Side Streets – Motion by Councillor Neil Ross

### 2. Executive Summary

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- 2.1 On 25 November 2021, The City of Edinburgh Council approved a Motion entitled Call for Action on Zebra Markings for Side Streets.
- 2.2 This report addresses the motion by updating Committee on the outcome of the correspondence and provides details of subsequent discussions by officers with Glasgow City Council and Transport Scotland, who were already liaising on the potential to undertake such a trial, and also the escalation of the issue through the [Society of Chief Officers of Transportation in Scotland](#) (SCOTS).
- 2.3 Based on the feedback received, it is proposed to undertake a study to monitor the operation of existing low cost zebra crossings in Edinburgh, which already operate at many locations that are not on the public road network. This study will provide useful data that could be used to support the case for changes to legislation to allow the use of this type of crossing on a public road.
- 2.4 The Council will also continue to engage with Transport Scotland, Ministers and other Scottish Local Authorities to build support for changes to legislation.

### 3. Background

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- 3.1 The Council is keen to explore low cost but high impact ways of helping to move rapidly towards a net zero carbon, healthy and inclusive transport system.
- 3.2 Available forms of pedestrian (and cycle) priority street crossings, either signal controlled or zebras, are relatively expensive; with significant infrastructure needed over and above the necessary road markings. Many mainland European countries use much cheaper variants of the zebra, relying either on road markings alone or on markings supported by fixed signs rather than flashing beacons.
- 3.3 There has been a national call for authorisation from central government to use this type of zebra crossing for side streets. A joint statement has been signed by Living Streets, British Cycling, Guide Dogs for the Blind, the Campaign for Better

Transport, The Ramblers, Sustrans and Playing Out, as well as by motoring body the AA.

- 3.4 The use of such crossings could also help to reinforce recent changes to the Highway Code that increase priority for crossing pedestrians.
- 3.5 Trials of this type of crossing were recently conducted in Manchester. Early results of the trials appear encouraging, with large increases in drivers' propensity to give way to pedestrians recorded.
- 3.6 On [25 November 2021](#), the City of Edinburgh Council received a motion from Councillor Neil Ross entitled Call for Action on Zebra Markings for Side Streets. The Council approved an amendment by Councillor Macinnes which included the following actions:
  - 3.6.1 Requests that the Convener of Transport and Environment writes to the Scottish Government ministers responsible for Transport and Active Travel to:
    - 3.6.1.1 Highlight the benefits to pedestrians of zebra markings for side streets;
    - 3.6.1.2 Ask for authorisation, if necessary in conjunction with the UK Government, for the Council to implement zebra markings for side streets; and
    - 3.6.1.3 Report to the Transport and Environment Committee within two cycles to provide details of the correspondence with the Minister, including the response received from the Minister and details of any progress made.
  - 3.6.2 Requests that officers investigate the potential to set up a trial of zebra markings on side streets in Edinburgh, learning from the trials in Manchester and Aarhus. Suitable trial locations should be identified by taking into account other planned road changes and related aspects of the City Mobility Plan, with engagement with local Ward Councillors and Community Councils. Officers should report their recommendations to the Transport and Environment Committee in three cycles.

## **4. Main report**

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- 4.1 The Convener wrote to the Cabinet Secretary for Net Zero, Energy and Transport and the Minister for Zero Carbon Buildings, Active Travel and Tenants' Rights on 15 December 2021, seeking their support in principle for a proposed trial of low cost zebra crossings.
- 4.2 A response on behalf of the Scottish Ministers was received from the Minister for Zero Carbon Buildings, Active Travel and Tenants' Rights on 6 January 2022.

- 4.3 This advised that the Minister could see merit in exploring this idea further and advised that Glasgow City Council and Transport Scotland were already liaising on the potential to undertake such a trial.
- 4.4 The response also noted that there is currently no legislative framework that enables the installation of this type of crossing on a public road. However, Transport Scotland officials are keen to pursue alternative options in the legislative framework for enabling trials of innovative measures.
- 4.5 Council officers subsequently met with officers from Glasgow City Council on 23 February and with Transport Scotland on 17 March. Council officers also escalated the issue through SCOTS to establish whether other Scottish Local Authorities are considering similar trials. This confirmed that there was interest from several other Local Authorities in the potential use of low cost zebra crossings.
- 4.6 Transport Scotland advised that this type of crossing is not permitted on a public road under current legislation and that Scottish Ministers have no powers to authorise their use, even on a trial basis.
- 4.7 To permit this would require a change to be made to secondary legislation, namely the Traffic Signs Regulations and General Directions 2016. While Transport Scotland appreciated that the use of low cost zebra crossings on public roads might be a useful tool to encourage and prioritise active travel, they do not consider that a compelling case for changes to legislation to permit this has yet been made.
- 4.8 They estimated that, should such a case be successfully made, the likely timescale for any resultant change to legislation would be several years.
- 4.9 It is therefore proposed to undertake a study to monitor the operation of existing low cost zebra crossings in Edinburgh. These already exist at many locations that are not on the public road network; such as within retail parks or large supermarket car parks. Such a study would be subject to agreement with the owner/operator of the private road. Consideration will therefore also be given to whether there are any suitable crossings at locations within public sector ownership, such as within the grounds of hospitals or secondary schools.
- 4.10 The study will provide useful data, such as the levels of use of these crossings and compliance levels by vehicles and will also allow an analysis of incidents where vehicles do not comply to be undertaken. This information could then be used to develop the case for making changes to legislation to allow the use of this type of crossing on a public road.

## 5. Next Steps

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- 5.1 If Committee approves progressing the study of existing crossings, officers will:
- 5.1.1 Identify suitable low cost zebra crossings in Edinburgh, at locations that are not on the public road network;



- 5.1.2 Seek agreement from the owners/operators of private roads (where necessary) and undertake a study to monitor their operation.
- 5.2 In addition, officers will continue to engage with Transport Scotland, Ministers and other Scottish Local Authorities to build support for changes to legislation.
- 5.3 Further updates will be provided to Committee as the above is progressed.

## **6. Financial impact**

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- 6.1 The study will be funded from revenue funding already allocated towards Active Travel.
- 6.2 Discussions will also be undertaken with Sustrans around the potential for them to provide funding towards the cost of the study.

## **7. Stakeholder/Community Impact**

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- 7.1 None.

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

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- 8.1 [Reports relating to trial of side road zebra crossings undertaken in Manchester](#)

## **9. Appendices**

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- 9.1 None.

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# Transport and Environment Committee

10.00am, Thursday, 31 March 2022

## Pavements Clear of Signs – Response to Motion by Councillor Webber

Executive/routine Wards Council Commitments	Routine All
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### 1. Recommendations

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- 1.1 It is recommended that Committee notes:
- 1.1.1 The information provided on signage and the Council's commitment to providing for the safety of all road users and reducing street clutter on Edinburgh's network, and;
  - 1.1.2 That officers will write to Transport Scotland to highlight weaknesses in current guidance that do not allow for maximum protection of footway widths and to ask for this guidance to be improved.

#### Paul Lawrence

Executive Director of Place

Contact: Gavin Brown, Head of Network Management and Enforcement

E-mail: [gavin.brown@edinburgh.gov.uk](mailto:gavin.brown@edinburgh.gov.uk) | Tel: 0131 469 3823

## Pavements Clear of Signs – Response to Motion by Councillor Webber

### 2. Executive Summary

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- 2.1 This report summarises the work that has been undertaken in relation to temporary traffic signs and their placement on the network.
- 2.2 This report also reviews the issues encountered, exemptions that exist and issues surrounding the placement of signs as a result of legislation pertaining to Health and Safety.

### 3. Background

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- 3.1 The following adjusted motion by Councillor Webber, entitled ‘Pavements Clear of Signs’, was approved by the Council on [15 October 2020](#):
  - 3.1.1 To understand the need for temporary signs to inform road users of changes and limitations to the road network.
  - 3.1.2 To note that in many locations, it was highly undesirable for these temporary signs to be placed in the roadway or on the pavement.
  - 3.1.3 To therefore, instruct the Executive Director of Place to seek to explore the barriers to displaying these signs at a high level, making use of lampposts or other Council infrastructure, so that messages are clear to drivers but do not restrict the pavement or the roadway, with the ultimate aspiration of removing all redundant poles and street clutter, from roads, pavements and cycle tracks. This should include sounding out disability groups and charities, other Local Roads Authorities, Local Government associations, levels of Government and Government Agencies.
  - 3.1.4 To ask the Executive Director to report his findings to the Transport and Environment Committee within six cycles.

## 4. Main report

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### Need for Temporary Signs

- 4.1 In the operation and maintenance of road networks, it is necessary to put in place temporary traffic management measures to facilitate safe road works, temporary closures or incident management, whilst keeping the traffic flowing as freely as possible.
- 4.2 With high traffic flows on many roads, it is particularly important to plan all works activities and temporary closures to optimise safety, road space and work efficiency, whilst minimising road user congestion, delay and inconvenience. All works must comply with the [‘Safety at Street Works and Road Works, A Code of Practice \(2013\)’](#).
- 4.3 Road users, which includes pedestrians, should not be put at risk and should be able to see the extent and nature of any obstruction well before they reach it. This also ensures the safety of the operatives carrying out the road works.
- 4.4 Road works on or near a carriageway, cycleway or footway might impair the safety and free movement of vehicles, cyclists and pedestrians (particularly those with mobility and visual impairments). All reasonable steps should be taken to ensure that the effects of the works are reduced to a minimum. The Code of Practice sets out the requirements of undertaking road works or temporary closures on all kinds of road user and recommends steps that should be taken to minimise these effects. It also emphasises the importance of following the recommended measures.
- 4.5 Failure to comply with the Code of Practice is evidence of failing to fulfil the legal requirement to sign, light and guard works.

### Temporary Signs in Roadway or Pavement

- 4.6 There is existing legislation regarding temporary signs for road works and the risk assessment associated with the placing of the signs which cannot be changed and in regular meetings with all of the Public Utilities (PUs), they are reminded of their obligations regarding signs on the roads and pavements under the legislation.
- 4.7 In regard to managing the transport network, there is a difference between temporary signs used for safety which are part of a temporary traffic management placement and other signs that are semi-permanent or permanent.
- 4.8 The placement of temporary signs is the most effective way of advising road users of works ahead and the placement of restrictions on the road that will need to be considered during their journey.
- 4.9 It is necessary to place warning signs as close to eye level as possible to ensure the signs are easily seen.
- 4.10 There are guidelines in the Code of Practice which stipulate the minimum clearances that must remain when deciding on the locations for each sign. These signs must be placed on the road, the pavement, or a combination of road and pavement.

- 4.11 When planning works on the road, a risk assessment for each site is an essential element of planning and there is existing legislation and codes of practice prescribing where temporary signage should be placed, and of the consideration which should be given to all road users.
- 4.12 The New Roads and Street Works Act 1991 calls upon PUs and Road Authorities to adequately utilise Chapter 8 of the Traffic Signs Manual (Temporary Traffic Signage and Traffic Management) (see background for hyperlinks), recognising that the nature of the works being carried out dictates the traffic management and the temporary signs required.
- 4.13 Often the temporary signs need to be on the road, at low level and on temporary frames, as part of the signs, cones and barriers traffic management which can be moved and set up quickly as the works progress.
- 4.14 Road works traffic management must ensure the safe passage of road users through the works. Where a footpath is required to be closed, it is stipulated that a 1.2 metre minimum walkway must be provided for the safe passage of pedestrians and temporary signage must be provided to inform and control vehicles safely past the works.
- 4.15 The relevant codes of practice state, where signage is required to be placed on footways, a minimum footway width of 1m should be maintained but this should ideally be 1.5m. This wording makes it difficult for officers to properly enforce the protection of more than 1m in many locations, which contradicts the Council's aspirations (as set out in the Edinburgh Street Design Guidance parameters for footway widths).
- 4.16 A Local Authority cannot force a traffic management provider to place temporary traffic management signs on poles or to instruct companies (including PUs) on where to place the signs if it differs from their design. This ensures that full liability for health and safety sits with the traffic management provider.
- 4.17 A meeting with all traffic management contractors operating in the Lothian area and all PUs was held on 20 March 2020. At the meeting, improvements required in behaviour and operations while placing out temporary signs were discussed.

#### **Barriers to displaying signs at a high level**

- 4.18 The very nature of road works means that they do not take place at the same location every time. Six to 10 temporary poles would have to be installed at each location to facilitate the number of signs legally required for proper traffic management every time road works take place.
- 4.19 Due to the size of some mandatory warning signs, they would have to be placed at a height of at least 2.3 metres to avoid being an obstruction to pedestrians and be safely visible to drivers. Most existing poles in the city would not be suitable for such signs and could not safely be used for such temporary signage. In addition, the Council are moving towards reducing poles and associated street clutter on the road network, so the introduction of temporary poles is not considered a positive way to deliver temporary traffic signs.

- 4.20 Making signs narrower and taller can also result in drivers not having sufficient time to see, read and react to the sign before they have passed it. Based on road speed, legislation dictates the size of text on signs and therefore the size of the sign and sign location. This is to ensure it can be read by the road user depending on the type of sign. In addition, for example, a warning sign must be at a certain distance in advance of a hazard. If a PU were to display signage at a location that did not meet these standards, this could be deemed as being a breach of the Codes of Practice and would potentially result in them being liable for any harm caused.
- 4.21 Most street lighting columns in Edinburgh are at the rear of footways and as such may not be within sight lines of road users. Even if lamp columns were considered an option for the display of temporary signage, they would always have to be assessed for strength (to make sure they could take the weight and additional wind loading of signs attached to them). This is not a viable option for temporary measures which often have to be introduced and removed quickly.
- 4.22 As part of the ongoing Travelling Safely programme, the Council has worked in partnership with stakeholders, including Living Streets, to implement significant removal of street clutter including guardrail (following assessment), redundant poles, large parking signs, bollards and other street furniture. This will continue as part of the Pedestrian Experience Improvement Programme (PEIP) and officers are working with Living Streets to embed the ethos of their 'Cut the Clutter' campaign across all services who work with street furniture.
- 4.23 Traffic Signs Inspectors are actively looking to reduce obsolete traffic signage and to declutter redundant poles wherever possible, while maintaining the legislative requirement for enforcement. In addition, where legislation allows, officers have attempted to amalgamate signs where possible and to reduce them where practical.
- 4.24 It is encouraging that the Traffic Signs Regulations and General Directions 2002 has adequate provision to allow the reduction of street sign clutter, making the network less confusing for all road users.
- 4.25 Officers are working to achieve the goals highlighted in Edinburgh Living Streets and Edinburgh Street Design Manual, to declutter the street scape for all road users.
- 4.26 Officers will also check with the various services who may install street furniture or remove it as part of their work to ensure that it is part of their processes to remove, relocate and rationalise clutter
- 4.27 Discussions with PUs, and especially with Royal Mail, about their on-street apparatus (cabinets and holding boxes) are ongoing. It is hoped that redundant cabinets can be removed and those that are causing an obstruction, but still in use, should be relocated. Officers are also aware that BT have a significant number of kiosks only being used for advertising, but they are unable to remove some as they receive a high number of 999 calls from them. Discussions are taking place about how best to manage these assets and how to streamline them if they are no longer required.

- 4.28 The Council is committed to The Equal Pavements Pledge and officers continue to work with Living Streets, Spokes, Edinburgh Access Panel and other stakeholders to provide a network that is suitable for all users and is as uncluttered and safe as possible. These matters are also discussed with colleagues across Scotland at regularly at meetings such as the Society of Chief Officers of Transportation in Scotland, Road Authorities and Utilities Committee Scotland and regular meetings with Transport Scotland.
- 4.29 Internal meetings have been set up to discuss road work co-ordination and traffic management issues including the City Wide Traffic Management Group, Traffic Management Review Panels and Events Planning Operations Groups. These groups regularly discuss the suitability of traffic management signage and the paramount importance of a free flowing and safe network for all road users.

## **5. Next Steps**

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- 5.1 Following on from the meeting on 20 March 2020, officers will arrange a further meeting with all PUs and their Traffic Management contractors to discuss specific issues regarding the placement of signs on the road network and, in particular, the placement in relation to keeping 1.5 metres free of clutter on all footways.
- 5.2 Officers will write to Transport Scotland to highlight the challenges faced by the Council in ensuring that footway widths of 1.5 metres are protected and that signage is only placed on footways as a last resort and where this minimum width can be protected. Any changes in the codes of practice will need to be progressed by Transport Scotland, through Scottish Ministers and raised with UK Government due to the fact that the New Roads and Street Works Act 1991 does not solely cover Scotland.
- 5.3 Officers will continue to:
- 5.3.1 Meet with PUs and remind them of their obligations regarding street signage and the need for proper and accurate risk assessments of every site where works are being carried out;
  - 5.3.2 Hold regular meetings associated with road work co-ordination and stress the need for proper and well designed traffic management and suitably placed temporary signage; and
  - 5.3.3 Seek new opportunities to de-clutter the network of street furniture and will continue to ensure the requirements of the Edinburgh Street Design Guidance are followed where possible and practicable.

## **6. Financial impact**

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- 6.1 Costs associated with the decluttering of the network will be contained within existing budgets and will be considered as business as usual, particularly where there will be an associated maintenance saving.



- 6.2 Additional funding for dedicated programmes of decluttering like PEIP will have to be identified and initial bids have been made to the Place Based Investment Programme. Where possible, officers will bid for any external funds that will assist with the delivery of this programme.

## **7. Stakeholder/Community Impact**

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- 7.1 The actions and policies detailed in this report continue to encourage PUs and Traffic Management providers, including the Council, to use proper signage for all temporary works and ensure the safety of all road users.
- 7.2 It is clear that through proper management of the network, utilising the Edinburgh Street Design Guidance and adherence to legislation all permanent signs erected by the Council are safe and placed to reduce street clutter wherever possible.
- 7.3 The removal of street clutter opens space to pedestrians that may have been previously obstructed allowing improved movement and being more accessible, especially for those with visual impairment or requiring the use of mobility aids.
- 7.4 The Council continue to work with stakeholders including businesses, public utilities and their contractors to improve the environment for pedestrians by reducing temporary obstructions on the footway.
- 7.5 Through the Travelling Safely programme the Council worked with stakeholders to identify streets for street clutter assessment and removal which will be taken forward in further programmes.
- 7.6 The Council is committed to The Equal Pavements Pledge and officers continue to work with Living Streets, Spokes, Edinburgh Access Panel and other valued stakeholders to provide a network that is suitable for all users and is as uncluttered and safe as possible. These matters are discussed by teams with colleagues across Scotland at regularly held group meetings like Society of Chief Officers of Transportation in Scotland, Road Authorities and Utilities Committee Scotland and regular meetings with Transport Scotland.

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

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- 8.1 [Safety at Street Works and Road Works – A Code of Practice October 2013](#)
- 8.2 [Instructions within Chapter 8 of the Traffic Signs Manual](#) - Traffic Safety Measures and Signs for Road Works and Temporary Situations Part 1: Design
- 8.3 [Instructions within Chapter 8 of the Traffic Signs Manual](#) - Traffic Safety Measures and Signs for Road Works and Temporary Situations Part 2: Operations

## **9. Appendices**

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- 9.1 None.

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# Transport and Environment Committee

10.00am, Thursday, 31 March 2022

## Health and Inequalities in relation to Active Travel Provision in Edinburgh – Motion by Councillor Macinnes

Executive/routine	Executive
Wards	All
Council Commitments	16, 17, 18, 27

### 1. Recommendations

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- 1.1 Transport and Environment Committee is asked to note the contents of this report in response an adjusted Motion which was approved by the Council on 23 September 2021 in respect of Health and Inequalities in relation to Active Travel Provision in Edinburgh.

**Paul Lawrence**

Executive Director of Place

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## Health and Inequalities in relation to Active Travel Provision in Edinburgh – Motion by Councillor Macinnes

### 2. Executive Summary

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- 2.1 This report responds to a Motion tabled by Councillor Macinnes and agreed by the Council on 23 September 2021.
- 2.2 The Motion requested that officers bring forward a report to the Transport and Environment Committee examining the issues raised in an [open letter](#) to Councillors from a group of 140 health professionals. The letter emphasised why active travel and actions to combat air pollution, and the health inequalities and outcomes they can help to address and to meet climate obligations, are of critical importance.
- 2.3 This report also summarises the likely effect of not making significant progress towards improved sustainable transport and the transport-related actions the Council is taking towards achieving a more equitable, healthier future for all those living, working and visiting Edinburgh, as requested by the Motion.

### 3. Background

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- 3.1 The open letter set out the following key points for consideration, which have directly informed the content of this report:
  - 3.1.1 Health professionals have a responsibility to protect and promote the health of the population, to address inequalities, and to advocate for the needs of the most deprived and disadvantaged members of the population;
  - 3.1.2 Raised concerns about the impact of the climate crisis on health, globally and locally;
  - 3.1.3 Confirmed concerns about harms to health caused by air pollution in Edinburgh;
  - 3.1.4 Stated that regular physical activity is associated with improved health outcomes at all ages;

- 3.1.5 Supported the retention, and further development and integration of infrastructures designed to support active travel and clean air for the whole population of Edinburgh, to mitigate inequalities in health, local mobility, and air quality, including quiet routes in the vicinity of schools to allow safe active travel for families, integrated networks of segregated safe paths for cycling, city-wide subsidised cycle hire programmes, and low-emission zones; and
- 3.1.6 Raised concerns that suggested steps to reverse active travel measures introduced during the COVID-19 pandemic would be a retrograde and harmful step for the health of the population of Edinburgh.
- 3.2 Plans and strategies which focus on supporting active travel and sustainable travel in general, in addition to those which focus on tackling air pollution, are summarised in the Main Report and listed in the Background reading/External references section.

## 4. Main Report

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- 4.1 The Council is committed to supporting all citizens to travel as actively and sustainably as possible. It is also committed to improving air quality to support better health outcomes for all citizens.
- 4.2 Sustainable transport is one of a set of measures that can deliver a healthier, more sustainable city. Reducing air pollution and increasing active travel have direct health benefits for citizens.
- 4.3 There is evidence that well-designed urban neighbourhoods, complete with active travel infrastructure, good air quality and public (green) spaces contribute positively to population health improvement. Conversely, a failure to invest in public realm improvements and sustainable transport can further accentuate health problems associated with physical inactivity, traffic pollution, community severance and social exclusion. Section 8 of this report provides links to background evidence.
- 4.4 The evidence also suggests that health benefits are greater in transport modes in the upper part of the sustainable transport hierarchy (walking and wheeling, cycling and public transport) and health harms are greater in the lower parts (taxis and shared vehicles, and individual vehicles). Shifting the modal share towards the upper parts of the hierarchy, so that there is an increase in the proportion of people wheeling, walking, cycling and using public transport, will contribute to increased benefits and reduced risks to population health. *(Text from [Transport use, health and health inequalities: full report \(publichealthscotland.scot.\)](#))*
- 4.5 A number of common themes emerged when it came to learning about the challenges and preconditions for successful place based working. These were: working with partners; community engagement; time and resources; evaluation and learning; exit and legacy. There is no one size that fits all. There is no 'best' design. The important thing is to be clear about the rationale for design choices, ensuring that they align with the ambition for the programme, the capacity to

implement and the characteristics of the community. (Text from [Historical-review-of-place-based-approaches.pdf \(lankellychase.org.uk.\)](#))

### **Transport-related actions to improve sustainable travel and air quality**

- 4.6 The [City Mobility Plan](#) (CMP) was approved by Committee in February 2021 and is the Council's statutory local transport plan. This 10-year strategy sets out policies and actions which will make travelling into and around Edinburgh more active, sustainable, safe, accessible and affordable for all residents, businesses and visitors by 2030. A core aim of the CMP is to improve and increase the provision of active travel and public transport infrastructure to encourage more sustainable travel and reduce private car use.
- 4.7 The CMP acknowledges the biggest challenges that must be tackled, which include climate change, poverty, exclusion, inequality, and improving safety, health and wellbeing. The Plan's vision is that:
- Edinburgh will be connected by a safer and more inclusive net zero carbon transport system delivering a healthier, thriving, fairer and compact capital city and a higher quality of life for all residents.*
- 4.8 To support the Vision, the CMP contains nine objectives and 49 policy measures under the themes of People, Movement and Place. The associated [Implementation Plan](#) sets out how key actions in the CMP will be progressed and delivered up to 2030.
- 4.9 Policy measures in the 'People' section of the Plan require behaviour change initiatives to focus on the use of active, sustainable modes of travel as opposed to the private car. This section also commits the Council to maintaining an affordable public transport system.
- 4.10 Policies within the 'Movement' section of the Plan require the delivery of actions that make it easier and safer for people to travel by foot, wheel, bike and public transport. Delivering walking and cycling networks, linking key destinations and improving access to education, employment and leisure is a strong theme throughout the Plan, in line with the sustainable transport hierarchy.
- 4.11 Significant progress continues to be made in delivering strategic active travel projects across the city. In [October 2021](#), Committee approved an updated Active Travel Investment Programme (ATInP), setting out an estimated investment of over £118million in facilities for walking, wheeling and cycling from 2019/20 to 2025/26.
- 4.12 The 20 Minute Neighbourhood programme will also contribute significantly to encouraging more active travel with the ultimate goal of enabling citizens to 'live well locally'.
- 4.13 There continues to be significant investment in public transport infrastructure, with the Tram to Newhaven expected to be completed by Spring 2023 and bus priority measures being delivered through the Bus Partnership Fund.

- 4.14 Commitment to expand the tram network from the north to the south of the city is also set out within the Scottish Government’s Strategic Transport Review 2 (STPR2) and the draft National Planning Framework 4 (NPF4). A Business Case is being developed to support this.
- 4.15 New digitised systems to make demand responsive travel (DRT) more efficient and easy to use is progressing with a focus on supporting access to health, social care and education, particularly for vulnerable residents.
- 4.16 Policies in the ‘Place’ section of the Plan ensure that streets and public spaces are designed to be accessible and in a way that prioritises pedestrians, restricts vehicle access and supports healthier, safer and more pleasant movement within the city.
- 4.17 The CMP also aims to improve air quality by reducing emissions from road transport and commits to delivering a Low Emission Zone (LEZ). The Council’s proposed LEZ, covering the city centre, is now progressing through its final stages of approval, with enforcement expected from June 2024. The LEZ will have a significant impact on public health in connection with reducing air pollution across the city.
- 4.18 The Council is also currently in the process of updating its Air Quality Action Plan. The draft Action Plan is expected to be presented for consideration and public consultation later this year. The Air Quality Annual Progress Report was presented to Committee in [January 2021](#), summarising progress on actions to address air pollution. The report confirmed that actions taken so far to tackle poor air quality through the Council’s designation of Air Quality Management Areas, are resulting in an improving picture overall for the city’s air quality

### **Measuring Success**

- 4.19 In November 2021, Committee approved an ambitious target to reduce car kilometres (kms) travelled in the city by 30% by 2030. This target follows the Scottish Government’s national target which seeks a 20% reduction in car kms by 2030. This target, along with several others targets in the CMP, will allow objectives to be monitored.

## **5. Next Steps**

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- 5.1 Officers will continue to progress the delivery of active travel schemes and actions to combat air pollution as part of the commitments made in relevant plans and strategies referred to in this report.

## **6. Financial Impact**

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- 6.1 There are no direct financial implications from this report.

## 7. Stakeholder/Community Impact

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- 7.1 Engagement on active travel and air quality actions, as referred to in this report, have and will continue to be undertaken and reported to committee at relevant points.

## 8. Background Reading/External References

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- 8.1 Safe walking and cycling infrastructure reduces health inequalities: <https://www.sciencedirect.com/science/article/pii/S2214140520301729?via%3Dihub>
- 8.2 The impact on health inequalities of measures to address Covid: [Transport use, health and health inequalities: The impact of measures to reduce the spread of COVID-19 - Repository - Public Health Scotland](#)
- 8.3 The Glasgow Centre for Population and Health published a health report for Glasgow (Health in a changing City: Glasgow 2021) in August last year which amongst other recommendations noted the need: 1) to accelerate progress in building new AT infrastructure, 2) to engage with communities early on schemes to ensure fair and equitable access to active travel services and infrastructure, and 3) and to address safety, including reducing speed limits. Links to the [full report](#) and [executive summary](#).
- 8.4 Active environments and inequality - links to several evidence papers below:
- 8.4.1 Lankelly Chase (2017). Available at: <http://lankellychase.org.uk/wp-content/uploads/2017/10/Historical-review-of-place-based-approaches.pdf>
- 8.4.2 Improvement Service (2016). Available at: [https://www.improvementservice.org.uk/\\_\\_data/assets/pdf\\_file/0016/10744/place-based-approaches-report.pdf](https://www.improvementservice.org.uk/__data/assets/pdf_file/0016/10744/place-based-approaches-report.pdf)
- 8.4.3 Emma J. Adams, Nick Cavill, Engaging communities in changing the environment to promote transport-related walking: Evaluation of route use in the 'Fitter for Walking' project, Journal of Transport & Health, Volume 2, Issue 4, 2015, Pages 580-594, <https://doi.org/10.1016/j.jth.2015.09.002>. <https://www.sciencedirect.com/science/article/pii/S2214140515006829>
- 8.4.4 Keall et al (2015) Increasing active travel: results of a quasi-experimental study of an intervention to encourage walking and cycling. Available at: <https://pubmed.ncbi.nlm.nih.gov/26034048/>
- 8.5 [Transport and Environment Committee - City Mobility Plan](#) (Item 7.1, February 2021)
- 8.6 [Transport and Environment Committee - Low Emission Zone – Consultation and Development](#) (Item 7.1, October 2021)
- 8.7 [Transport and Environment Committee - Low Emission Zone – Preferred Scheme for Consultation](#) (Item 7.4, June 2021)



- 8.8 [Policy and Sustainability Committee - 2030 Climate Strategy and Implementation Plan](#) (Item 7.4, November 2021)

## **9. Appendices**

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- 9.1 None.

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# Transport and Environment committee

10.00am, Thursday, 31 March 2022

## Edinburgh Recycling Centres – Motion from Transport and Environment Committee

Executive Wards Council Commitments	Executive All <a href="#">25</a>
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### 1. Recommendations

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- 1.1 It is recommended that the Transport and Environment Committee:
  - 1.1.1 Approve the continuing use of the Household Waste Recycling Centre (HWRC) booking system; and
  - 1.1.2 Agree to discharge the amended Motion approved by the Transport and Environment Committee on [11 November 2021](#).

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## Edinburgh Recycling Centres – Motion from Transport and Environment Committee

### 2. Executive Summary

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- 2.1 The report sets out the background to the use of the current booking system for visits to Household Waste Recycling Centres (HWRCs) which was introduced in May 2020 to allow sites to reopen safely and support physical distancing during the coronavirus pandemic but has been found to deliver a number of unforeseen benefits both for customers and for the efficient and safe operation of the sites, as set out below.
- 2.2 The report seeks Committee's agreement to retain the booking system and to discharge the action from Committee on 11 November 2021 on Edinburgh Recycling Centres.

### 3. Background

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- 3.1 In the very early stages of the Coronavirus (COVID-19) pandemic all HWRC sites across Scotland were closed from late March 2020 to early June 2020.
- 3.2 In advance of reopening the sites in Edinburgh, it was agreed to introduce a system which required residents to book visits so that demand could be managed, and physical distancing maintained.
- 3.3 On 11 November 2021, Transport and Environment Committee considered a Motion by the Liberal Democrat Group and Deputation from Unite the Union and Unison regarding Edinburgh Recycling Centres and the following amendment was agreed:
  - 3.3.1 To note that an online booking system was introduced for Edinburgh recycling centres in June 2020 to ensure they could be reopened safely following the COVID-19 related closure.
  - 3.3.2 To note the comments from the Transport and Environment Convener at the September 2020 meeting of the Council where she confirmed it would be for the Transport and Environment Committee to decide whether to maintain the booking system on a long term basis.
  - 3.3.3 To recognise that the appointment booking system has been warmly welcomed by staff who have experienced calmer better working conditions as

a result with reduced instances of aggression; that the system appears to work very well, reducing queuing time for residents and ensuring a more even use of the recycling sites throughout the day. The social distancing that this system more easily provides is also still considered important for the ease of both staff and residents.

- 3.3.4 To note that initial concerns from residents during the early period of implementation have abated considerably over time and that onsite staff report plentiful positive comments from the public focussing on a preference for the new system, that they can access sites more easily without queuing and that they can complete visits faster than previously.
- 3.3.5 To note that it has helped prevent use of the recycling centres by non-Edinburgh residents or businesses which had previously been an operational concern and cost.
- 3.3.6 To note that the cost of implementing the system was only £7,500 and recognised the long term value of this Covid response to longer term waste operations.
- 3.3.7 To note that since the appointments system was adopted over 740,000 bookings had taken place to date.
- 3.3.8 To note that it may be possible to expand some capacity using the appointments system at some or all of the three recycling sites and requests a report to the Transport and Environment Committee in March 2021 which outlines this and describe the operational impacts of this new method of working.
- 3.3.9 To request that this report also provided officer recommendations on whether the system should be retained for Committee decision.

## **4. Main report**

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- 4.1 The booking system, which was introduced to allow HWRCs to reopen in a safe manner in June 2020, has enabled physical distancing to be maintained on each site, ensuring safety of staff and the public, has led to a reduction or elimination of:
  - 4.1.1 Queues on roads around the sites and congestion on local roads affecting other road users and public transport (including police attendance at sites due to road congestion);
  - 4.1.2 Antisocial behaviour on site between members of the public;
  - 4.1.3 Unannounced early closures on busy days; and
  - 4.1.4 Threatening behaviour toward staff.
- 4.2 In addition:
  - 4.2.1 Site users can get in quickly, not have to queue to enter sites, use the skips on site with fewer people around and have an overall faster visit to the HWRC;

- 4.2.2 The booking system has evened out demand through the week. In the past, weekends and public holidays were very busy at the recycling centres, but the balancing of demand that the system provides has eliminated these 'problem days'; and
- 4.2.3 The booking system enabled limiting of vans and trailers (on any vehicle) to certain hours of the day (8.30 – 10.00am). This has resulted in a faster flow of users through the sites as historic problems of vans / trailers taking much longer to unload and physically taking more space than a car have been eliminated. This has decreased congestion onsite and led to faster visits for the majority of users (in cars).
- 4.3 Since June 2020 the booking system has continued to be used and has enabled the HWRCs to remain open through various subsequent lockdowns and changing levels of restrictions.
- 4.4 The booking system is web based and takes two to three minutes for most people to book. Bookings can also be made over the phone on 0131 200 2000 (8am - 5pm Monday to Thursday and 8am - 3.40pm on Fridays) for those people unable to make a web booking. Bookings are usually available for the next day, and often for the same day.
- 4.5 The system has remained popular with many site users and the service continues to receive good feedback about it (following initial unprecedented levels of praise from the public with over 500 compliments were received about the booking system in the weeks after its introduction). Appendix 1 provides more information.
- 4.6 Over 911,000 bookings to visit an HWRC have been made since the system was introduced, and it is anticipated that one million visits will have been made to Edinburgh HWRCs by summer 2022. Edinburgh HWRC sites are significantly busier than other authorities' HWRCs, with more households per HWRC in Edinburgh than in any other Scottish city.
- 4.7 Whilst other authorities may not use booking systems, or not use them for all site visits, they do enforce other restrictions, including on types of vehicles, holding vehicles at the gate and turning people away at busy times. These restrictions can have a greater negative effect on residents using sites than the booking system.
- 4.8 As noted in the paragraphs above, although the booking system was introduced purely in response to COVID-19, it has proved to have numerous other benefits to both Edinburgh residents and to the service.
- 4.9 Site staff are in favour of retaining the system and believe that the sites work better for residents and staff alike, with calmer working conditions and less aggression from some members of public. As Committee will recall from the November meeting, both Unison and Unite spoke in favour of retaining the booking system.
- 4.10 The booking system has enabled the service to gain 'usage data' (included in Appendices 1 and 3) and to adapt the service to improve customer experiences.
- 4.11 For example, increased opening of the HWRCs by one hour (to 6pm) four nights a week (from 31 January 2022) gives residents more options as evenings become

lighter, with an immediate four hours of extra opening per week at each site (12 hours per week of extra opening across the city).

- 4.12 The data has also highlighted underutilised times of the day. This has allowed alternations to services e.g. at Craigmillar, where no vans are allowed at all, and only cars with trailers were allowed between 8.30-10.00am (in line with the van / trailer and car and trailer slots at Bankhead and Seafield). These car and trailer slots at Craigmillar were not well utilised, so the service has recently allowed cars in these slots as well.
- 4.13 Based on usage data available, a trial of opening Seafield HWRC one hour earlier, at 7.30 for cars, seven days a week, is also underway.
- 4.14 These three steps have increased the numbers of available slots by over 1,490 per week.
- 4.15 There have been complaints of increased fly-tipping since outbreak of COVID-19. However, this issue is not specific to Edinburgh and is being reported across the UK. This issue predates the closure of HWRC sites, and local authorities with no booking system have also experienced levels of increased fly tipping as well.

### **Conclusion**

- 4.16 Based on all of the above, the service would like to retain the system as one of the 'new ways of working' which were tried during the pandemic and have led to improved services to the point that officers consider that these methods of working should be retained.
- 4.17 It is possible that the data provided from the booking system could support further increases in the opening hours of the sites in the future, at no extra revenue cost (this would be subject to employee engagement and possible changes to working patterns).
- 4.18 In addition, the system will support better control over illegal disposal of commercial waste and inappropriate use of Edinburgh's HWRCs by people from outwith the area on an on-going basis.

## **5. Next Steps**

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- 5.1 Should committee approve the retention of the booking system, there will be no change to current practices but information from the booking system will continue to be used to improve the operation of the sites and to improve their accessibility.

## **6. Financial impact**

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- 6.1 The booking system had to be introduced at short notice as part of the Council's COVID-19 response. Costs are low (£4,000 per annum) and benefits are high, as set out above.
- 6.2 The £4,000 annual cost of the system can be met through existing service budgets.

## **7. Stakeholder/Community Impact**

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- 7.1 Whilst no formal public consultation has been carried out, the service has received unprecedented levels of compliments since the booking system was introduced, and many residents have told site staff and officers that they would like the booking system to remain on a permanent basis.
- 7.2 An integrated impact assessment (IIA) checklist has been completed which highlighted few issues with the system. A data protection impact assessment was also completed. Mitigations are in place to allow people who cannot use the internet to book by phone.
- 7.3 Use of the system is helping to ensure the Council complies with its regulatory responsibilities with regards to commercial waste and ceasing use of the system would be likely to reintroduce health and safety issues both with regard to public health and infection control, as well as staff safety and abuse.

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

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- 8.1 Site usage data is available from officers, if required.

## **9. Appendices**

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- 9.1 Appendix 1 - HWRC booking system: Usage data
- 9.2 Appendix 2 - Health and Safety Statistics



## Appendix 1 - Usage Data

### Overview

Since the booking system was introduced in June 2020, over 911,000 bookings have been made.

Of the bookings made, approximately 81% of those were completed (i.e. the site was visited). 12% of bookings were cancelled by the customer and 6% of customers did not show up for their appointment.

These bookings were made by c.86,000 Edinburgh households (roughly 36% of Edinburgh households). Around half (49%) of the c.86,000 households have visited either once or twice

The majority of visits (95%) are by car, with 3.6% of visits being vans and 0.9% cars with trailers. 0.25% of site visits are by bike or cargo bike. The remainder are vans with trailers.

### Waiting time (for a slot)

At present, many slots at each HWRC are being booked the day before, or on the day of the visit. This varies at sites across the city, but it is very easy at all sites to book an appointment for the same day or next day if required. The recent increase in evening opening at all sites (and in morning opening at Seafield) gives more options for residents to visit the HWRCs.

The waiting time has decreased significantly since 2020 when the system was first introduced and there was the significant demand following the first lockdown when HWRCs were closed. At that stage there were significantly longer waiting times until the this backlog cleared.

The table below shows the 'wait time' between people booking their appointment and the actual appointment, for a full year (October 2020 – October 2021 and in the summer months (when HWRCs are typically at their busiest) and autumn months.

	October 2020 to October 2021	1 July to 31 October 2021
Wait time	Percentage of visits	Percentage of visits
Same day	31%	38%
Next day	32%	33%
2 days	13%	13%
3 days	7%	7%
4 days	5%	4%
5 days	4%	2%
6 days	3%	1%
7 days	2%	1%
8 days	1%	Everything over 8 days totals 1%
9 days	1%	
	Everything over 10 days totals 1%	

As the table shows, from October 2020 to October 2021, 76% of visits were booked for 'same day, next day or 2 days' time' and in the summer / autumn period (four months), that improved to 84% of visits booked for 'same day, next day or 2 days' time'.

Recent (since October 2021) manual monitoring of the system shows that most mornings, there are still slots available at all sites, so it is very likely that the wait times of 3 days and upwards are being selected by choice by the public, not by limited availability.

### Site utilisation

The booking system evens out demand for visits at the sites; each day is split into 30-minute slots and the usage in all slots is relatively well spread, with weekends tending to be slightly busier than weekdays.

The system also provides site utilisation information (based on the number of booked slots each day). On average:

- Craigmillar has a 65% site utilisation rate;
- Seafield has a 73% site utilisation rate; and
- Sighthill has a 95% utilisation rate.

Across all 3 HWRCs, this works out at 78% utilisation. It is important to note that these figures can be easily varied if the numbers of slots per day are adjusted.

It is also possible to see utilisation by each half hour slot, and by day for all, or for individual sites. This can be based on bookings, or time of arrival (some will book and not arrive or will arrive late).

This data is invaluable for the service to continue to meet the demands of residents, and the recent changes to opening hours have been based on this data.

<b>Day</b>	<b>Average utilisation of half hour car slots, across all sites *</b>
Monday	74.9
Tuesday	68.9
Wednesday	69.6
Thursday	61.9
Friday	70.1
Saturday	78.5
Sunday	85.6

\* Data is for 1 April to 30 November 2021, by booking slot, marked as visit complete.

Please note that data relating to individuals is deleted after 12 months, therefore an amount of 'averaging' has been used to provide the generalised statistics shown in this Appendix.

## **Appendix 2 – Health and Safety Statistics**

The booking system has led to a significant decrease in aggressive incidents towards staff at HWRCs. These incidents are reported via the Council's Health and Safety (SHE) portal and the summarised statistics are shown below.

In addition to these reported statistics, mainly covering 'major incidents' on sites, many staff have spoken in favour of retaining the booking system as it reduces the amount of 'minor incidents': minor acts of aggression, verbal confrontation etc which are not typically recorded, despite best efforts to encourage recording of these incidents.

**2018:** (12-month period) - **11 threatening/aggressive reports**

**1 Jan 2019 – 23 March 2020:** (15-month period, up to the HWRC closing at the start of the pandemic) - **3 threatening/aggressive reports**

**1 June 2020 – to 11 February 2022** (20-month period since the sites reopened to present day) - **2 threatening/aggressive reports.**

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# Transport and Environment Committee

10.00am, Thursday, 31 March 2022

## Household Recycling Charter – Motion by Councillor Burgess

Executive Wards Council Commitments	Executive All <a href="#">25</a>
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### 1. Recommendations

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- 1.1 The Transport and Environment Committee is asked to agree:
  - 1.1.1 That the Council should sign up to the Scottish Household Recycling Charter; and
  - 1.1.2 To discharge the action arising from the approved adjusted Motion by Councillor Burgess from the Council meeting of 16 December 2021.

#### Paul Lawrence

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## Household Recycling Charter – Motion by Councillor Burgess

### 2. Executive Summary

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- 2.1 The report responds to an adjusted Motion by Councillor Burgess from the Council meeting on [16 December 2021](#).

### 3. Background

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- 3.1 The [Charter for Household Recycling](#) (the Charter) was developed by the Scottish Government and CoSLA in 2015.
- 3.2 It is a statement of intent which aims to support Councils to deliver high quality, consistent recycling and waste management services for household waste across Scotland.
- 3.3 The Charter is accompanied by a Code of Practice which prescribes in some detail, across six outcomes, how services should be shaped (including which materials should be collected for recycling and how they should be collected).
- 3.4 The Motion approved on 16 December 2021 requests a short report outlining the challenges to signing the Household Recycling Charter, details of what the implications would be for services and for information on how the Council is already meeting the objectives of the Charter.

### 4. Main report

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#### Charter for Household Recycling

- 4.1 The Charter for Household Recycling was published in 2015, as a means of encouraging the development of high quality and consistent household recycling and waste collection services.
- 4.2 As the time of publication, City of Edinburgh Council did not sign up to the Charter because of concerns around complying with the accompanying Code of Practice

(which sets out in detail how services should be delivered, albeit with some variation to account for geographical and other factors).

- 4.3 The main concern was particularly in relation to the requirement to change recycling services to a “twin stream” system collecting paper and card separately from cans, plastics and drinks cartons to prevent contamination of the former by the latter.
- 4.4 As the Council had just moved to collecting these materials as a “single stream” (which was prevalent in the United Kingdom (UK) at that time) - replacing the previous system of using kerbside boxes and sacks, there was concern that changing again so soon would confuse the public, there was no funding in place to make that change and there were operational concerns about applying this in communal bin areas in particular and, to a lesser extent, kerbside collection areas with limited space (as an additional bin would be required).
- 4.5 All other Scottish Councils have now signed up to the Charter.

### **Policy Framework**

- 4.6 Since the Charter was introduced, the policy framework for waste collection services has changed and the existing Code of Practice is being reviewed in Scotland.
- 4.7 The introduction of the Deposit Return Scheme (DRS) for drinks containers in 2023 will be followed by legislation on Extended Producer Responsibility (EPR) legislation for packaging waste, and the implementation of aspects of the Waste Framework Directive.
- 4.8 Collectively these are likely to require changes to how household waste is managed in Edinburgh (and Scotland). The legislation on EPR, in particular, is likely to increase the funding available to Councils to manage the packaging parts of the household waste stream but will be subject to quality and performance standards. It is expected that compliance with the Charter in Scotland (and its equivalents across the UK) will be a means of demonstrating this to access the funding.

### **Compliance with the Charter**

- 4.9 Currently, the Council is largely compliant with the Charter.
- 4.10 As stated in paragraph 4.3, the Council was concerned when the Charter was introduced about complying with the requirement for a “twin stream” system in communal and some kerbside areas.
- 4.11 The Scottish Government’s [Recycling Improvement Fund](#) has recently made funding available to some Councils to reorganise their collection services into a twin stream service. The City of Edinburgh Council was awarded £7.7 million to deliver its citywide communal bin review (CBR). This project is future-proofed to allow for the later conversion to a twin stream service (by siting two mixed recycling bins at each communal bin hub) under a future waste disposal contract. In addition, as part of the award, the Council was asked to reconsider signing the Charter.

- 4.12 Some areas of Edinburgh City Centre have household waste collected using gull proof bags for residual waste and/or recycling boxes for recycling. This current service would not be compliant with the Charter, as the capacity is biased in favour of residual waste and the recycling capacity is inadequate. However, officers are working with the local community on this as part of the Communal Bin Review.
- 4.13 The CBR project is therefore largely addressing the original concerns in the areas it covers. While there may still be some challenges associated with introducing an additional bin in some kerbside collection areas, this system is already in place in other Council areas (including Falkirk, Stirling, Fife, and Dundee) while it is being introduced in West Lothian and Aberdeenshire as a result of recent funding awards. These issues can therefore be overcome provided the correct supporting policies and procedures are adopted.
- 4.14 In view of the likelihood that the operational challenges can be addressed, and that participation in the Charter is likely to be a condition of future external funding, it is recommended that the Council should sign the Charter as a first step in committing to share the consistent service approach being introduced across Scotland.
- 4.15 Signing the Charter does not in itself commit the Council to making any specific service changes. Requirements for service change will not be known until the full implications of the legislative and policy changes outlined in paragraph 4.8 are fully clarified, and any service changes would still require to be agreed by Committee.

## **5. Next Steps**

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- 5.1 Subject to agreement by Committee, the Council will sign the Household Recycling Charter.

## **6. Financial impact**

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- 6.1 There are no direct financial impacts arising from this report, but it is expected that being a signatory to the Household Recycling Charter will increase the Council's ability to access external funding in future.

## **7. Stakeholder/Community Impact**

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- 7.1 Efforts to improve recycling collection services will support the delivery of the Council's Net Zero 2030 programme, reduce carbon emissions, reduce global resource consumption and contribute towards the delivery of the Circular Economy.
- 7.2 There are no health and safety, governance, compliance or regulatory implications associated with this report.



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

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- 8.1 The Household Recycling Charter and the associated Code of Practice are published by [Zero Waste Scotland](#)

## **9. Appendices**

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- 9.1 None.

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# Transport and Environment Committee

10.00am, Thursday 31 March 2022

## Internal Audit: Overdue Findings and Key Performance Indicators as at 26 January 2022 – referral from the Governance, Risk and Best Value Committee

Executive/routine                      Executive  
Wards  
Council Commitments

### 1. For Decision/Action

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- 1.1 The Governance, Risk and Best Value Committee has referred the attached report to the Transport and Environment Committee for ongoing scrutiny of relevant overdue management actions.

**Richard Carr**  
Interim Executive Director of Corporate Services

Contact: Rachel Gentleman, Committee Officer  
Legal and Assurance Division, Corporate Services  
E-mail: rachel.gentleman@edinburgh.gov.uk

# Referral Report

## Internal Audit: Overdue Findings and Key Performance Indicators as at 26 January 2022 – referral from the Governance, Risk and Best Value Committee

### 2. Terms of Referral

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- 2.1 On 8 March 2022, the Governance, Risk and Best Value Committee considered a report on Internal Audit Overdue Findings and Key Performance Indicators as at 26 January 2022.
- 2.2 The Governance, Risk and Best Value Committee agreed:
  - 2.2.1 To note the status of the overdue Internal Audit findings as at 26 January 2022;
  - 2.2.2 To note the status of IA Key Performance Indicators for audits that were either completed or in progress as at 26 January 2022;
  - 2.2.3 To refer the report to the relevant Council committees for ongoing scrutiny of their relevant overdue management actions;
  - 2.2.4 To refer the report to the Edinburgh Integration Joint Board Audit and Assurance Committee for information in relation to the current Health and Social Care Partnership position.
- 2.3 Following requests for clarification on the specific Internal Audit overdue findings that parent executive committees should focus on, an exercise has been completed that maps the findings included in this report to the specific committee based on their responsibilities detailed in the Council's committee terms of reference.
- 2.4 This exercise has identified an anomaly as there is currently no linear relationship between individual audit reports and committees, as it is possible for scrutiny of the actions in one Internal Audit report to be allocated across a number of Committees. For example, a review of Planning or Licensing could potentially result in operational service delivery actions being allocated to the Planning Committee and/or Regulatory Committee, with actions that relate to the ICT arrangements that these teams use being allocated to the Finance and Resources Committee.
- 2.5 As part of preparations for the new Council following the May 2022 Local Government elections, we will complete further work on this area to determine

whether there is a more effective way of ensuring a more linear allocation of responsibility for executive committee and oversight of overdue IA actions.

- 2.6 In the meantime, the information provided to each committee is based upon the allocation of agreed management actions in line with each committee's current terms of reference. A copy of the full report is also available online, with a link include in the background section of this referred report for reference.

### **3. Background Reading/ External References**

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- 3.1 Minute of the Governance, Risk and Best Value Committee – 8 March 2022
- 3.2 [Governance, Risk and Best Value Committee – 8 March 2022 webcast](#)
- 3.3 [Internal Audit: Overdue Findings and Key Performance Indicators as at 26 January 2023 – full report to GRBV Committee](#)

### **4. Appendices**

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Appendix 1 – report by the Chief Internal Auditor

# Governance, Risk and Best Value Committee

10:00am, Tuesday, 8 March 2022

## Internal Audit: Overdue Findings and Key Performance Indicators as at 26 January 2022

Item number

Executive/routine

Executive

Wards

Council Commitments

### 1. Recommendations

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- 1.1 It is recommended that the Committee:
- 1.1.1 notes the status of the overdue Internal Audit (IA) findings as at 26 January 2022;
  - 1.1.2 notes the status of IA Key Performance Indicators (KPIs) for audits that are either completed or in progress as at 26 January 2022;
  - 1.1.3 refers this paper to the relevant Council Executive committees for ongoing scrutiny of their relevant overdue management actions; and,
  - 1.1.4 refers this paper to 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 Assurance Division, Corporate Services Directorate

E-mail: [lesley.newdall@edinburgh.gov.uk](mailto:lesley.newdall@edinburgh.gov.uk) | Tel: 0131 469 3216



## Internal Audit: Overdue Findings and Key Performance Indicators as at 26 January 2022

### 2. Executive Summary

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#### **Progress with Closure of Open and overdue Internal Audit findings**

- 2.1 The overall progress status for closure of overdue IA findings is currently red (adverse trend with action required) as at 26 January 2022, based on the average position across the last three months.
- 2.2 Whilst the total number of open and overdue IA findings and associated management actions is decreasing (which is mainly attributable to delayed completion of the 2021/22 IA annual plan), increasing trends in the proportion of open IA findings that are overdue (KPI 3 in Appendix 1); the proportion of high rated overdue findings (KPI 7); and the proportion of findings that are less than 90 days overdue (KPI 8) are evident across the last three months, together with an increase in the number of overdue management actions (KPI 14).
- 2.3 These increasing trends in the last month are partially offset by improvement in the proportion of IA findings that are between three and six months overdue (KPI 10).
- 2.4 These outcomes confirm that further sustained focus is required on closure of overdue findings, with action required to ensure that open findings that are not overdue are closed by their originally agreed implementation dates.
- 2.5 Increased focus on closure of agreed management actions is evident following the secondment of two IA team members into the Place Directorate and Health and Social Care Partnership in October 2021. This is evident from increased levels of discussion and engagement on both open and overdue actions, and an increase in the volume of actions proposed for closure. However, as a number of the actions are historic and also complex to resolve, the full impact should be more apparent in the position at the end of February, with further progress evident by March 2022. Both secondments are currently scheduled to complete by 31 March 2022.
- 2.6 A reallocation of open and overdue findings and associated management actions has been performed across directorates and services to ensure alignment with the Council's refreshed organisational structure. This has resulted in an increased number of findings and actions for the Place Directorate.

2.7 Further detail on the monthly trends in open and overdue findings is included at Appendix 1.

### **Current position as at 26 January 2022**

2.8 A total of 91 open IA findings remain to be addressed across the Council as 26 January 2022. This excludes open and overdue Internal Audit findings for the Edinburgh Integration Joint Board and the Lothian Pension Fund.

2.9 Of the 91 currently open IA findings:

2.9.1 a total of 42 (46%) are open, but not yet overdue;

2.9.2 49 (54%) are currently reported as overdue as they have missed the final agreed implementation dates. This reflects an increase of 3% in comparison to the November 2021 position (51%).

2.9.3 69% of the overdue findings are more than six months overdue, which remains aligned with the November 2021 position (69%), with 18% aged between six months and one year, and 51% more than one year overdue.

2.9.4 evidence in relation to 5 of the 49 overdue findings is currently being reviewed by IA to confirm that it is sufficient to support closure; and,

2.9.5 44 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 39, reflecting a decrease of 5 when compared to the November 2021 position (44). This excludes the two completion date extensions applied to reflect ongoing Covid-19 impacts across the Council.

### **Annual Plan Delivery and Key Performance Indicators**

2.11 IA Key Performance Indicators (KPIs) to support effective delivery of the 2021/22 IA annual plan confirm that action is required to ensure that services have greater awareness of the KPIs that apply to the audit process (these are included as an Appendix with each terms of reference) and engage proactively with IA to ensure that any potential impacts that could cause delays are identified and effectively managed. Four IA training sessions were delivered during December that covered these areas.

2.12 The KPIs also highlight areas where IA has not achieved their delivery timeframes. Some delays have been experienced, and these are mainly attributable to the time required to establish backfill support for IA secondments into Directorates, and unplanned sickness absence within the team.

## **3. Background**

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### **Open and Overdue IA Findings and Agreed Management Actions**



- 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 and quarterly to the Committee to highlight any significant delays that could potentially impact on delivery of the annual plan.

#### **Key Performance Indicator Dashboard**

- 3.10 The IA key performance indicator dashboard has been reinstated for 2021/22 to support delivery of the annual plan by both services and the IA team; and prevent delays in completion of audits and finalisation of the IA annual opinion.
- 3.11 Reintroduction of the KPIs supported by monthly reporting to the Corporate Leadership Team and quarterly to the Committee will highlight any significant

delays that could potentially impact on delivery of the annual plan, and is aligned with the requirements of both the motion and addendum agreed at Committee in August 2021 requesting that audits will be carried out in line with the timescales set out in the agreed audit plan.

## 4. Main report

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- 4.1 As at 26 January 2022, there are a total of 91 open IA findings across the Council with 49 findings (54%) now overdue.
- 4.2 The movement in open and overdue IA findings during the period 5 November 2021 to 26 January 2022 is as follows:

<b>Analysis of changes between 11/08/2021 and 05/11/2021</b>				
	<b>Position at 05/11/21</b>	<b>Added</b>	<b>Closed</b>	<b>Position at 26/01/22</b>
<b>Open</b>	108	0	17	91
<b>Overdue</b>	55	9	15	49

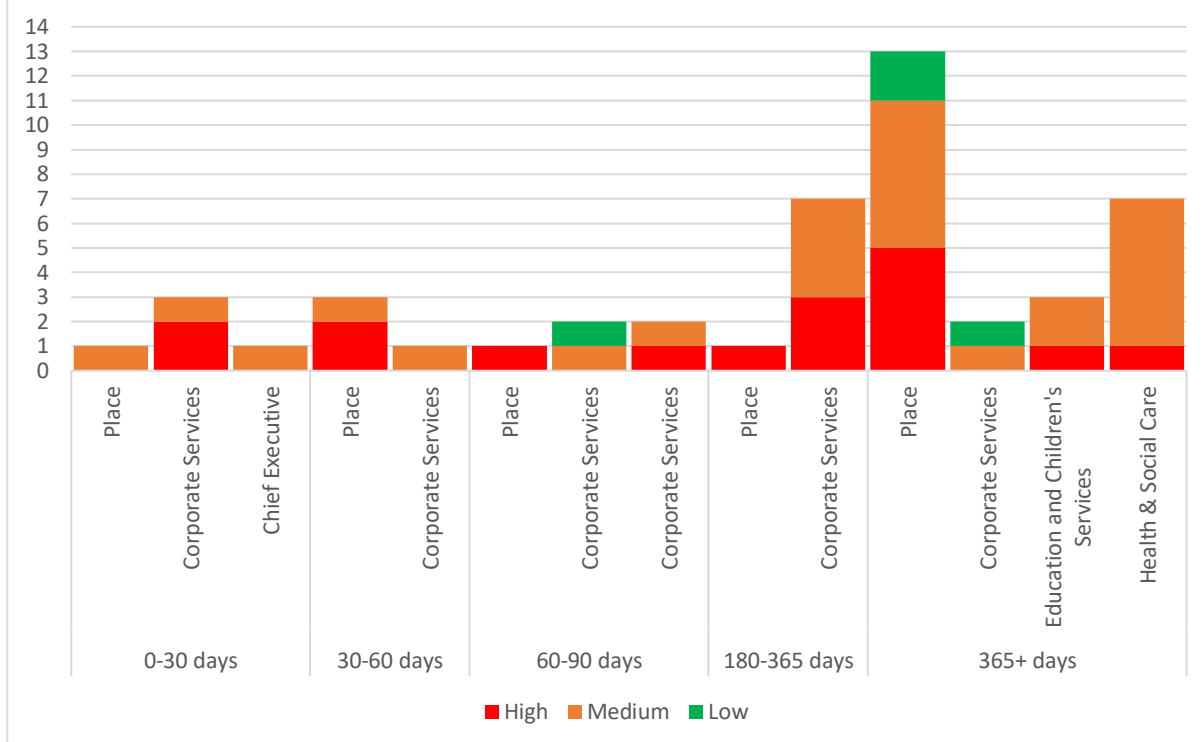
### **Overdue Findings**

- 4.3 The 49 overdue findings comprise 18 High; 27 Medium; and 4 Low rated findings.
- 4.4 However, IA is currently reviewing evidence to support closure of 5 of these findings (2 High; 2 Medium; and 1 Low), leaving a balance of 44 overdue findings (16 High; 25 Medium; and 3 Low) still to be addressed.

### **Overdue findings ageing analysis**

- 4.5 Figure 1 illustrates the ageing profile of all 49 overdue findings by rating across directorates as at 26 January 2022.

**Fig1: Aged Overdue Findings by Ratings across Directorates**



4.6 The analysis of the ageing of the 49 overdue findings outlined below highlights that Directorates made good progress last quarter with resolving findings between three and six months overdue, as the proportion of these findings has decreased. However, this is offset by limited improvement in the proportion of findings that are more than six months overdue; and a significant increase in the proportion of findings that are less than three months overdue.

- 13 (27%) are less than 3 months (90 days) overdue, in comparison to 13% as at November 2021;
- 2 (4%) are between 3 and 6 months (90 and 180 days) overdue, in comparison to 18% as at November 2021;
- 9 (18%) are between 6 months and one year (180 and 365 days) overdue, in comparison to 16% as at November 2021; and
- 25 (51%) are more than one year overdue, in comparison to 53% as at November 2021.

**Agreed Management Actions Closed Based on Management’s Risk Acceptance**

4.7 During the period 6 November 2021 to 26 January 2022, three medium rated management actions were closed on the basis that management has retrospectively accepted either the full or residual elements of the risks highlighted by IA in the original audit report.

4.7.1 **Council Wide Brexit Impacts Supply Chain Management – Divisional and Directorate Supply Chain Management Risks (medium)** – whilst evidence has been provided confirming that work to identify critical suppliers and supply chain risks and implement alternative supplier arrangements (where required) has been completed for the majority of the Education and Children’s Services directorate, the Estates and Operational Support division has been unable to provide evidence to support implementation due to operational constraints. This service area has now transitioned from Education and Children’s Services into the Place Sustainable Development division, who have confirmed that they are comfortable with this approach.

4.7.2 **Cyber Security – Pubic Sector Action Plan – Cyber Essentials Accreditation (medium)** - management has accepted the risk that whilst vulnerability scanning has now been implemented across all three Council networks, it is not currently possible to confirm that vulnerabilities identified are being effectively addressed by CGI.

Digital Services has not yet been able to provide evidence from CGI of actions taken to address a sample of vulnerabilities identified, and is currently relying on CGI updates included in reports provided to the Security Working Group that vulnerabilities identified are being effectively remediated.

Management is also comfortable that the independent testing performed to achieve Cyber Essentials plus accreditation provides adequate assurance on network security, however this provides only ‘point in time’ assurance and currently covers only the Corporate, and not the Learning and Teaching or Peoples networks.

This remaining point will now be carried forward into the Technology and Vulnerability Management audit included in the 2021/22 IA annual plan that is currently in progress.

4.7.3 **First Line Project Governance – Directorate Project Portfolio Governance (medium)** – this action included four points and three have been fully completed.

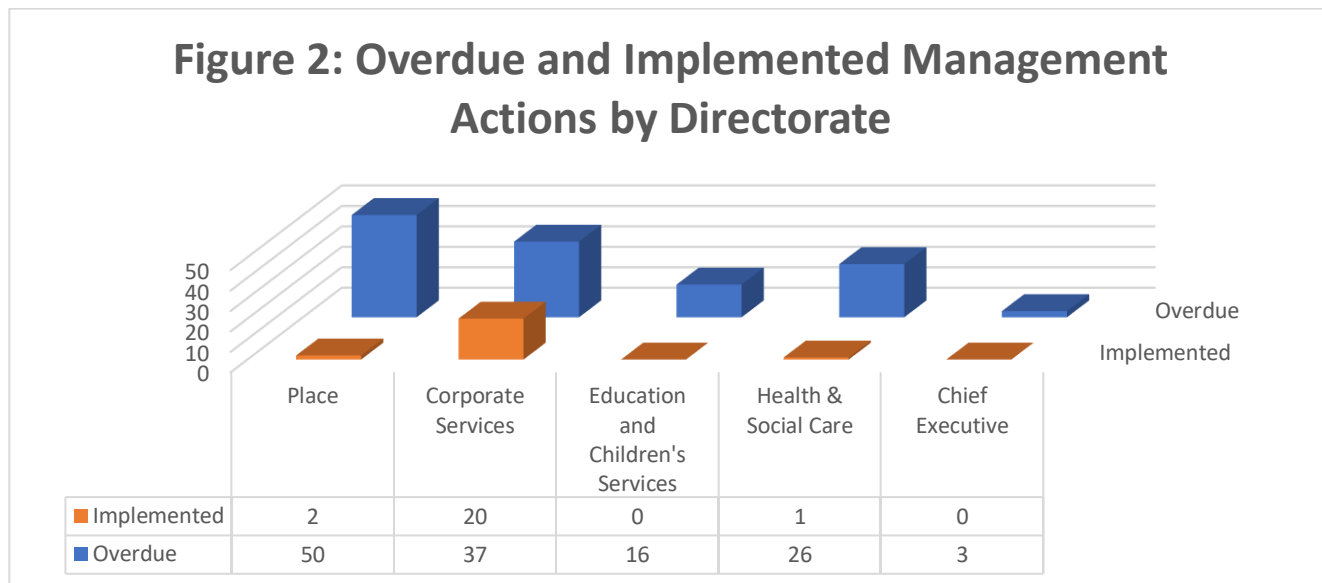
Whilst a tiered governance approach that is proportionate to project values and/or risks will be introduced across Directorates, with high profile projects that do not meet the criteria for inclusion in the major projects portfolio subject to governance at Directorate level; mid-tier projects by Heads of Divisions; and low tier projects by Service Managers level; management has risk accepted the risks associated with not establishing formal governance forums to support ongoing oversight of these projects.

#### **Agreed Management Actions Analysis**

4.8 The 91 open IA findings are supported by a total of 218 agreed management actions. Of these, 132 (61%) are overdue as the completion timeframe agreed with

management when the report was finalised has not been achieved. This reflects a 7% decrease from the November 2021 position (54%).

- 4.9 Of the 132 overdue management actions, 23 have a status of 'implemented' and are currently with IA for review to confirm whether they can be closed, leaving a balance of 109 to be addressed.
- 4.10 Appendix 2 provides an analysis of the 132 overdue management actions highlighting their current status as at 26 January 2022 with:
- 23 implemented actions where management believe the action has been completed and it is now with IA for validation;
  - 94 started where the action is open, and implementation is ongoing; and
  - 15 pending where the action is open with no implementation progress evident to date.
  - 31 instances (23%) where the latest implementation date has been missed and not revised; and,
  - 39 instances (30%) where the implementation date has been revised more than once.
- 4.11 Figure 2 illustrates the allocation of the 132 overdue management actions across Directorates, and the 23 that have been passed to IA for review to confirm whether they can be closed.



### IA Review of Agreed Management Actions

- 4.12 A total of five findings supported by 23 agreed management actions had been proposed for closure as at 26 January 2022 and are currently with IA for review to confirm whether they can be closed. Of these:
- 4 were proposed for closure in January 2022 and are currently being reviewed;
  - 4 were proposed for closure between 14 and 31 December and are currently being reviewed by IA following return from Christmas leave.

- 6 relate to either the Risk Management audit (completed by Azets) and the GRBV Committee Effectiveness review (completed by the Institute of Internal Auditors), and closure will be confirmed by these external organisations.
- Of the remaining 8, there are 2 where further action is required by IA. One requires final IA management review and, an update to the service is due for the remaining action.

4.13 With these two exceptions, IA has continued to achieve its established KPI for reviewing all implemented management actions within four weeks of the date they are proposed for closure by management. Consequently, this KPI has been assessed as green (refer KPI18 in Appendix 1).

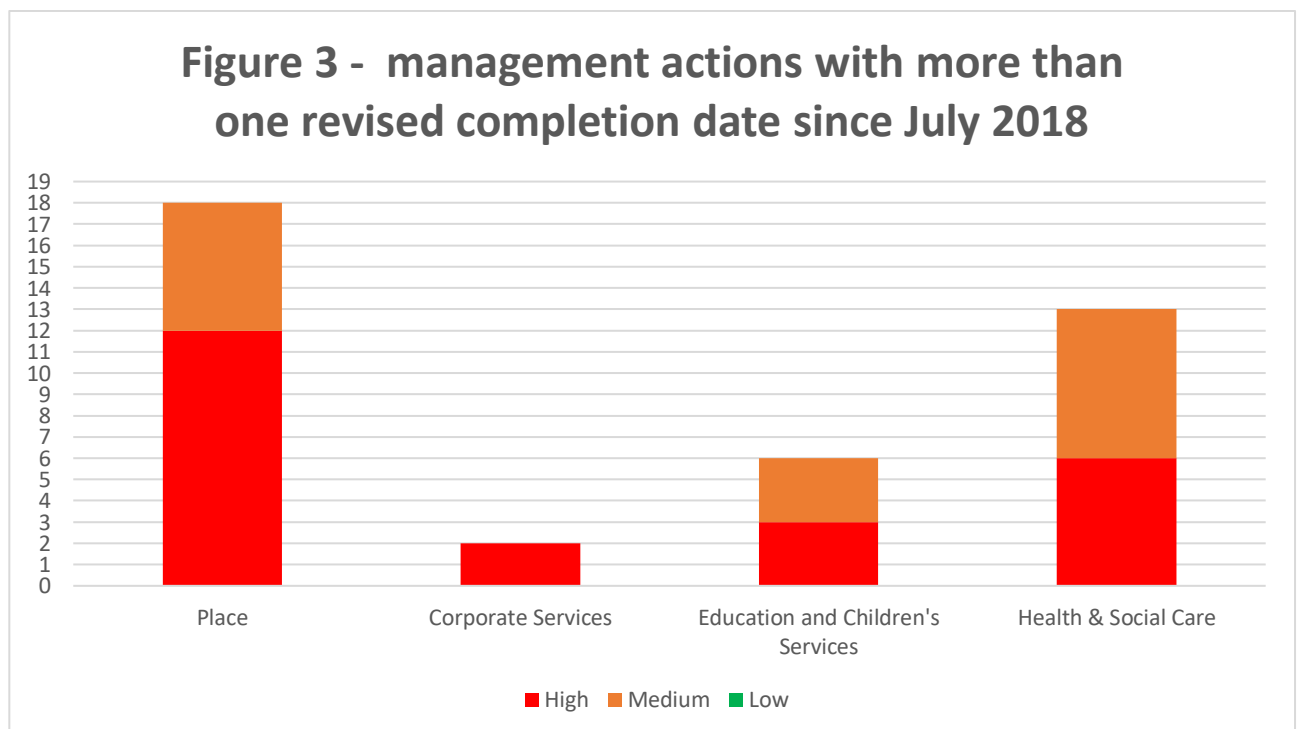
4.14 Where implementation dates longer than four weeks occur, these are supported by feedback to management requesting either additional evidence or a discussion to explain the context of the evidence provided. Where this is not provided by services within a further four weeks, the status of the action is reverted to 'started' until the further information requested is provided.

### More Than One Revised Implementation Date

4.15 Figure 3 illustrates that there are currently 39 open management actions (including those that are overdue) across directorates where completion dates have been revised between two and six times since July 2018. This number excludes the two automatic extensions applied by IA to reflect the impact of Covid-19.

4.16 This reflects a decrease of 9 in comparison to the position at November 2021 (48).

4.17 Of these 39 management actions, 23 are associated with High rated findings, and 16 Medium, with the majority of date revisions in the Place directorate.



## **Key Performance Themes Identified from the IA Dashboard**

- 4.18 The dashboard included at Appendix 3 reflects the current status for the 2 completed audits and the 20 audits in progress where terms of reference detailing the scope of the planned reviews have been issued. This highlights that:
- 4.18.1 Services are consistently taking longer than the 5-day KPI for feedback on draft IA terms of reference, with feedback received within the 5 days for only 7 of the 22 audits.
  - 4.18.2 Executive Directors are generally providing feedback on draft terms of reference within the agreed 5-day response times. For Council wide audits responses are not consistently received from all Executive Directors.
  - 4.18.3 Delays with final agreement on terms of reference often result in audit work commencing before the final terms of reference has been agreed and issued to ensure ongoing plan delivery.
  - 4.18.4 Internal Audit reporting delays for the Planning and Performance Framework and Health and Safety audits were highlighted in the report presented to Committee in September.
  - 4.18.5 There have been significant delays in agreeing management responses for the Planning and Performance Framework Design; Implementation of Asbestos Recommendations; and Parking and Traffic Regulations draft audit reports. IA engaging with management to finalise these responses is ongoing. It is acknowledged that some of these delays have been attributable to handovers within the IA team following the secondment of IA team members into directorates, and unplanned sickness absence within the IA team.
  - 4.18.6 Completion of the Council Tax and Business Rates and Management and Allocation of Covid-19 grant funding has been delayed reflecting service capacity challenges caused by the introduction of new Scottish Government Covid business grants.

## **5. Next Steps**

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- 5.1 IA will continue to monitor the open and overdue findings position and delivery against key performance indicators, providing monthly updates to the CLT and quarterly updates to the GRBV Committee.

## **6. Financial impact**

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- 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**

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- 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**

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- 8.1 [Internal Audit Overdue Findings and Key Performance Indicators as at 11 August 2021 – Paper 8.1](#)
- 8.2 [Capacity to Deliver the 2021/22 IA Annual Plan – Paper 8.3](#)
- 8.3 [Internal Audit Journey Map and Key Performance Indicators - Paper 7.6 Appendix 3](#)

## **9. Appendices**

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- 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 26 January 2022
- 9.3 Appendix 3 – Internal Audit Key Performance Indicators as at 26 January 2021



## Appendix 1 - Monthly Trend Analysis of IA Overdue Findings and Management Actions

<u>Key Performance Indicator (KPI)</u>		<u>07/07/2021</u>		<u>11/08/2021</u>		<u>23/09/2021</u>		<u>05/11/2021</u>		<u>06/12/2021</u>		<u>26/01/2022</u>		<u>Trend</u>
<b>IA Findings</b>														
1	Open findings	85	100%	96	100%	113	100%	108	100%	104	100%	91	100%	Not applicable
2	Not yet due	32	38%	45	47%	64	57%	53	49%	53	51%	42	46%	Not applicable
3	Overdue findings	53	62%	51	53%	49	43%	55	51%	51	49%	49	54%	
4	Overdue - IA reviewing	8	15%	3	6%	9	18%	5	9%	6	12%	5	10%	
5	High Overdue	18	34%	17	33%	16	33%	17	31%	16	31%	18	37%	
6	Medium Overdue	29	55%	28	55%	29	59%	31	56%	29	57%	27	55%	
7	Low Overdue	6	11%	6	12%	4	8%	7	13%	6	12%	4	8%	
8	<90 days overdue	9	17%	9	18%	6	12%	7	13%	8	16%	13	27%	
9	90-180 days overdue	3	6%	2	4%	6	12%	10	18%	5	10%	2	4%	
10	180-365 days overdue	15	28%	13	25%	11	22%	9	16%	12	24%	9	18%	
11	>365 days overdue	26	49%	27	53%	26	53%	29	53%	26	51%	25	51%	

<b>Management Actions</b>														
12	Open actions	218	100%	233	100%	277	100%	259	100%	245	100%	218	100%	Not applicable
13	Not yet due	83	38%	103	44%	154	56%	118	46%	117	48%	86	39%	Not applicable
14	Overdue actions	135	62%	130	56%	123	44%	141	54%	128	52%	132	61%	
15	Overdue - IA reviewing	28	21%	17	13%	35	28%	28	20%	18	14%	23	17%	
16	Latest date missed	43	32%	70	54%	52	42%	34	24%	35	27%	31	23%	
17	Date revised > once	51	38%	48	37%	46	37%	44	31%	45	35%	39	30%	
18	IA 4 week response time	N/A		N/A		N/A		N/A		N/A				

### 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 6 December 2021

Glossary of Terms

1. Executive Committee – This is the relevant Executive Committee that should have oversight of completion of agreed management actions
2. Project Name – This is the name of the audit report.
3. Issue Type – This is the priority of the audit finding, categorised as Critical; High; Medium; or Low
3. Issue Title - this is the title of the issue in the Original IA Report
4. Owner – The Executive Director responsible for implementation of the action.
5. Recommendation Title - this is the title of the recommendation in the original IA report
6. Agreed Management action – This is the action agreed between Internal Audit and Management to address the finding.
7. 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).
8. Estimated date – the original agreed implementation date.
9. Revised date – the current revised date. **Red** formatting in the dates field indicates the last revised date is overdue.
10. Number of revisions – the number of times the date has been revised since July 2018. **Amber** formatting in this field highlights where the date has been revised more than once.
11. Contributor – Officers involved in implementation of an agreed management action.

Ref	Executive Committee	Project Name	Issue Type	Issue Title	Owner	Recommendation Title	Agreed Management Action	Status	Estimated Impement Date	No of Revisions	Revised Impl Date	Contributor
90	Transport and Environment	Road Services Improvement Plan	High	PL1808 Issue 2. Roads services performance monitoring and quality assurance	Paul Lawrence, Executive Director of Place	PL1808 - 2.2 Roads services quality assurance framework	1. The existing Transport Design and Delivery quality framework will be revised to reflect the new Roads and Transport Infrastructure Service and rolled out across the service. As part of this review, the recommendations highlighted above will be considered and incorporated where appropriate. The Design, Structures and Flood Prevention Manager will be responsible for refreshing the quality framework once appointed. 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.	Implemented	30/06/20	1	30/06/21	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Matthew MacArthur Nicole Fraser Ross Murray Sean Gilchrist
91	Transport and Environment	Road Services Improvement Plan	High	PL1808 Issue 1. Roads Improvement Plan financial operating model and project governance	Paul Lawrence, Executive Director of Place	PL1808 - 1.1 Roads Service Improvement Plan review (including financial operating model)	Accepted. The Roads Service Improvement Plan (the Plan) will be reviewed following completion of the organisational restructure, and will consider the points noted in the recommendation. A review of the financial operating model will also be undertaken with the aim of embedding a new budget structure for the service. Once completed the Plan business case will be refreshed to reflect any significant changes.	Started	30/04/20	1	01/09/21	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Matthew MacArthur Nicole Fraser Ross Murray Sean Gilchrist
92	Transport and Environment	Road Services Improvement Plan	High	PL1808 Issue 1. Roads Improvement Plan financial operating model and project governance	Paul Lawrence, Executive Director of Place	PL1808 - 1.3 Roads Service Improvement Plan project governance	Accepted. The re-based plan will be managed in line with the Project Management Toolkit for Major Projects. The plan will be managed by the Roads service Performance Coordinator once appointed in the revised structure.	Started	20/12/20	0	01/08/21	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Matthew MacArthur Nicole Fraser Ross Murray Sean Gilchrist
93	Transport and Environment	Road Services Improvement Plan	High	PL1808 Issue 1. Roads Improvement Plan financial operating model and project governance	Paul Lawrence, Executive Director of Place	PL1808 - 1.4 Post implementation reviews	A post implementation review of both the new organisational structure (31 March 2020) and completed Roads Service Improvement Plan (the Plan) actions (March 2021) will take place to assess the effectiveness of the new service and any requirements for change, and the impact of the changes delivered through the Plan.	Started	31/03/21	1	01/11/22	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Matthew MacArthur Nicole Fraser Ross Murray Sean Gilchrist

Ref	Executive Committee	Project Name	Issue Type	Issue Title	Owner	Recommendation Title	Agreed Management Action	Status	Esitimated Impement Date	No of Revisions	Revised Impl Date	Contributor
94	Transport and Environment	Road Services Improvement Plan	High	PL1808 Issue 2. Roads services performance monitoring and quality assurance	Paul Lawrence, Executive Director of Place	PL1808 - 2.1 Service Delivery Performance Monitoring	One of the roles included in the new Roads structure is a Roads Service Performance Coordinator. The team member appointed to this role will be responsible for designing; implementing; and maintaining a performance and quality assurance framework that will incorporate the recommendations made to support ongoing monitoring and management of the Roads service. This will involve ensuring that all Roads teams develop team plans that include key performance measures; outline their respective roles and responsibilities for delivery; and are aligned with overall Council's commitments that are relevant to Roads.	Started	31/07/20	2	30/12/21	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Matthew MacArthur Nicole Fraser Ross Murray Sean Gilchrist
95	Transport and Environment	Road Services Improvement Plan	Low	PL1808 Issue 4. Roads - Management of public liability claims	Paul Lawrence, Executive Director of Place	PL1808 - 4.1 Management of public liability claims	A new process will be developed within the Confirm system which requires reconciliation between accident claim enquiries and those logged on the Local Authority Claims Handling System (LACHS) system.	Started	28/05/20	1	31/03/21	Alison Coburn Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Jamie Watson Jordan Walker Matthew MacArthur Nicole Fraser Ross Murray Sean Gilchrist
111	Transport and Environment	Street Lighting and Traffic Signals	Medium	Street Lighting - Inventory and Maintenance	Paul Lawrence, Executive Director of Place	PL1810 Issue 2: Rec 1 - Street lighting inventory completeness and electrical testing results	Rebased as at 30/03/2021Clear 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.	Started	20/12/19	4	30/06/22	Alan Simpson Alison Coburn Claire Duchart Cliff Hutt David Givan Gareth Barwell Gavin Brown George Gaunt Lindsey McPhillips Matthew MacArthur Nicole Fraser Robert Mansell Ross Murray Tony Booth
126	Transport and Environment	Unsupported Technology (Shadow IT) and End User Computing	Medium	CW1914 Issue 1: Digital strategy and governance	Paul Lawrence, Executive Director of Place	CW1914 Rec 1.4c - Review of existing shadow IT contracts (Place)	The following actions were discussed and agreed by the Council's Corporate Leadership Team and will be applied by all Directorates following receipt of guidance from Commercial and Procurement Services as per recommendation 1.4a above. 1. The Directorate will complete a review of all contracts supporting the ongoing use of shadow IT / cloud based applications used within divisions in comparison to the guidance provided by Commercial and Procurement Services (CPS) to ensure identify any contracts that need to be refreshed or procured, with support from CPS and Digital Services. 2. Where inadequate contracts are identified, and the supplier is unable to support an immediate contract refresh, the criticality of the system and the service it supports will be assessed to determine whether the system is required, or whether an alternative system solution can be procured. 3. Where inadequate contracts support critical systems that cannot be immediately re-procured, the risks associated with ongoing use of these systems and their contracts will be recorded in divisional and directorate risk registers, and the contract re-procured at the earliest possible date.	Started	30/09/21	0	30/12/21	Alison Coburn Audrey Dutton Gareth Barwell Karl Chapman Lindsay Robertson Matthew MacArthur Nicky Brown Peter Watton Ross Murray
130	Transport and Environment Homelessness Housing and Fair Work	Unsupported Technology (Shadow IT) and End User Computing	High	CW1914 Issue 2: Ongoing shadow IT and end user computing management	Paul Lawrence, Executive Director of Place	CW1914 Rec 2.1b - Second line assurance and oversight (Place)	The following actions were discussed and agreed by the Council's Corporate Leadership Team and will be applied by all first line divisions and directorates. 1. divisions and directorates will confirm whether they are consistently applying shadow IT framework and meet the requirements of the Council's externally hosted ICT services protocol in their annual assurance statements, and with any gaps or instances of non-compliance disclosed; 2. reliance will be placed on third line oversight by Internal Audit (IA), acknowledging that the assurance provided in relation to the ongoing management of shadow IT technology applications across the Council will be considered as part of IA's ongoing risk based assurance proposals, with assurance unlikely to be provided on an ongoing basis.	Started	30/07/21	1	30/12/21	Alison Coburn Audrey Dutton Gareth Barwell Karl Chapman Lindsay Robertson Matthew MacArthur Nicky Brown Peter Watton Ross Murray

**Appendix 3 - Internal Audit Key Performance Indicators as at 26 January 2022**

Directorate	Audit Title	Audit Progress	Terms of Reference Service Response <= 5 days post issue	Terms of Reference Director Response <= 5 days post issue	Close out meeting <= 5 days after fieldwork completed	Report issued by IA <= 10 days post close out meeting	Date						Team Central updated by IA <= 5 days of final report	Comments
							Workshop <= 5 days after report issued	Mgt responses agreed <= 5 days post workshop	Final Draft to Directors <= 5 days post management response	Director approval <= 3 days from receipt	Final report issued by IA <= 5 days post director approval			
Corporate Services	Elections in Covid Environment - design review	Complete	3	2	1	10	0	0	2	n/a	n/a	7	Final report issued 31.5.21	
Corporate Services	Design of the Scottish Local Government Living Wage Requirements	Complete	17	1	8	9	4	1	1	2	5	1	Final report issued on 28.10.21.	
Corporate Services	Council Tax and Business Rates	Fieldwork	7	5	0	0	0	0	0	0	0	0	Fieldwork extended reflecting current resourcing impacts on the Customer team	
Corporate Services	Cyber Security - technology vulnerability management	Planning	7	0	0	0	0	0	0	0	0	0		
Corporate Services	CGI performance reporting	Planning	7	0	0	0	0	0	0	0	0	0		
Corporate Services	Capital Budget Setting and Management	Planning	3	3	0	0	0	0	0	0	0	0		
Corporate Services	Payment Card Industry Data Security Standard Compliance	Planning	12	6	0	0	0	0	0	0	0	0	Delayed response on ToR was due to Christmas leave	
Corporate Services	Employee Lifecycle Data and Compensation and Benefits Processes	Reporting	13	2	0	0	0	0	0	0	0	0	Fieldwork ongoing - awaiting information from HR	
Corporate Services	Planning and Performance Framework design review	Reporting	26	2	3	35	15	13	9	0	0	0	Ongoing Engagement with Head of Service and Exec Direct on management responses.	
Corporate Services	Digital and Smart City Strategy	Reporting	49	80	-2	5	14	0	0	0	0	0	Currently finalising management responses with the service.	
Council Wide	Fraud and Serious Organised Crime	Fieldwork	74	64	0	0	0	0	0	0	0	0	Not all areas responded on draft ToR. Fieldwork delayed due to sickness absence in key team.	
Council Wide	Implementation of Whistleblowing and Child Protection Recommendations	Fieldwork	7	4	0	0	0	0	0	0	0	0	In fieldwork	
Council Wide	Employee wellbeing	Planning	2	0	0	0	0	0	0	0	0	0		
Council Wide	Complaints Management	Planning	6	5	0	0	0	0	0	0	0	0		
Council Wide	Management and Allocation of Covid-19 grant funding	Planning	7	34	0	0	0	0	0	0	0	0	Fieldwork completion will be delayed reflecting pressures on Customer with Business Grants	
Council Wide	Health and Safety - Implementation of asbestos recommendations	Reporting	6	6	34	17	4	0	0	0	0	0	No response received from Exec Direct Place on ToR. Ongoing engagement with services on mgt responses.	
Education & Childrens Svs	Criminal Justice	Fieldwork	12	1	0	0	0	0	0	0	0	0	In fieldwork	
Education & Childrens Svs	Early Years Education and Alignment with End Poverty Delivery Plan	Planning	No response	0	0	0	0	0	0	0	0	0	Reminder sent 17/1/22 for ToR issued 7 December	
Place	Planning - householder applications and use of Uniform system	Fieldwork	5	14	0	0	0	0	0	0	0	0		
Place	The Management of Development Funding	Fieldwork	10	16	0	0	0	0	0	0	0	0	Final ToR issued on 13.01.22. Delays with receipt of information from service due to sickness absence.	
Place	Housing Property Services Repairs Management	Planning	Not yet due	0	0	0	0	0	0	0	0	0	Responses on Terms of Reference due 28/1/22	
Place	Parking and Traffic Regulations	Reporting	4	2	3	24	2	0	0	0	0	0	Ongoing engagement with service re management responses	

# Transport and Environment Committee

10.00am, Thursday, 31 March 2022

## Place Directorate Internal Audit – Actions Update

Executive/routine Wards Council Commitments	Routine All
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### 1. Recommendations

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- 1.1 Transport and Environment Committee is asked to note:
  - 1.1.1 The progress made on the overdue Internal Audit management actions relating to the services within the remit of this Committee; and
  - 1.1.2 That remaining open actions will be either be closed before April 2022, or by a revised implementation date (which is supported by an action plan which has been agreed with Internal Audit).

**Paul Lawrence**

Executive Director of Place

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## Place Directorate Internal Audit – Actions Update

### 2. Executive Summary

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- 2.1 This report sits alongside the referral report from the Governance, Risk and Best Value Committee on 8 March 2022 on overdue findings. This 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.
- 2.2 The Place Senior Management team (SMT) are committed to ensuring appropriate action is taken to progress open internal audit actions to conclusion, with appropriate focus on closure of all high rated findings and all findings that are over one year overdue.

### 3. Background

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- 3.1 On [8 March 2022](#), Governance, Risk and Best Value Committee considered a report on overdue findings and key performance indicators presented by Internal Audit (IA). The report was based on information prepared 26 January 2022.
- 3.2 This report was referred to Transport and Environment Committee for information and is included on this meeting agenda.
- 3.3 On 27 January 2022, Transport and Environment Committee requested a report to the next committee detailing any further closed actions and how remaining actions could be closed before the end of April 2022. Committee noted that there were seven actions open.

### 4. Main report

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- 4.1 Appendix 1 provides an updated summary of the overdue Internal Audit actions as at 26 January 2022 which fall within the remit of the Transport and Environment Committee.
- 4.2 The report details seven Internal Audit management actions which are overdue on their original implementation date which relate to the remit of this Committee. These actions sit within audit areas:
  - 4.2.1 Road Services Improvement Plan – PL1808 (six) and

4.2.2 Street Lighting and Traffic Signals – PL1810 (one).

- 4.3 Since 26 January 2022, two further actions from the Road Services Improvement Plan audit have been marked as closed and one further action has been marked as implemented (awaiting review by IA). The final action from the Street Lighting and Traffic Signals audit has also been marked as implemented.
- 4.4 There are currently three that remain open. Of these, Action 1.3 is scheduled to be closed before the April deadline.
- 4.5 However, the remaining two actions have revised implementation dates beyond April 2022. This reflects the need to ensure that controls are fully implemented and that open risks are appropriately addressed. Further detail is provided at Appendix 1.
- 4.6 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**

4.6.1 Outstanding actions relate to support and guidance for contract managers, and risk assessments for tier 1 and 2 contracts. These actions have since been marked as closed.

#### **CE1902 – Policy Management Framework**

4.6.2 Issue 1.2b has now been marked as closed. Internal Audit have now agreed to rebase evidence requirements for remaining actions.

#### **CW1702 - Resilience BC**

4.6.3 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.

#### **CW1914 - Unsupported Technology (Shadow IT) and End User Computing**

4.4.4 Rec 1.4c – This has been submitted as implemented and is awaiting IA review. Rec 2.1b – This requires inclusion in the Place Annual Assurance Return and implementation date has been amended to reflect this.

## **5. Next Steps**

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- 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**

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- 6.1 There are no financial impacts arising from this report.

## **7. Stakeholder/Community Impact**

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7.1 None.

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

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8.1 None.

## **9. Appendices**

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9.1 Appendix 1 – Transport and Environment Committee Extract Summary of Internal Audit: Overdue Findings as at 26 January 2022.



**Appendix 1 – Transport and Environment Committee Extract Summary of Internal Audit: Overdue Findings and Key Performance Indicators as at 26 January 2022**

Audit Ref 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
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	01/09/2021	Implemented	This action has been implemented and closure is awaiting IA review.
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	01/04/2022	In progress	Evidence is being compiled and will be submitted to IA in advance of revised implementation date.
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	01/11/2022	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 01/11/2022.
2.1	High	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	31/07/2020	31/08/2022	In progress	Strategy and Insight have now created a performance dashboard. Date has been revised to allow for reporting cycle requirements of IA action to be met.

		<p>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>				
2.2	High	<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 30/06/2021 31/03/2021 In progress Evidence of implementation submitted to Internal Audit on 01/04/2021, 14/04/2021 and 16/04/2021. Internal audit have requested additional information in order to close this action. 88 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> <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. Emerging themes from Team Plans and quality assurance reviews will</p>	30/06/2020	30/06/2021	<b>Closed</b>	<b>Closed</b>

		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.				
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	31/03/2021	Closed	Closed

<b>Audit Ref</b> PL1810	<b>Audit Title – Street Lighting and Traffic Signals</b>				<b>Responsible manager: Cliff Hutt</b>	
<b>Finding reference</b>	<b>Issue Type (Finding Rating)</b>	<b>Agreed Management Action</b>	<b>Original Implementation Date</b>	<b>Revised Implementation Date</b>	<b>Current Status</b>	<b>Status Update</b>
2.1	Medium	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).	20/12/2019	30/06/2022	Implemented	This action has been implemented and closure is awaiting IA review.

		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.				
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# Transport and Environment Committee

10.00am, Thursday, 31 March 2022

## Implementing Electric Vehicle Charging Points

<b>Executive/routine Wards</b>	<b>Executive</b> 5 – Inverleith, 7 - Sighthill/Gorgie, 10 – Morningside, 11 - City Centre, 12 - Leith Walk, 13 - Leith 17 - Portobello/Craigmillar
<b>Council Commitments</b>	<a href="#">18, 19</a>

### 1. Recommendations

- 1.1 It is recommended that Transport and Environment Committee:
- 1.1.1 Notes the results of the formal advertising of the Traffic Regulation Order (TRO) for introducing Electric Vehicle (EV) charge points at various locations and the detail of the objections received, as set out in Appendix 2 of this report;
  - 1.1.2 Approves the removal of India Street from the TRO proposals as a result of detailed consideration of the objections received for this location and the other issues identified;
  - 1.1.3 Notes that EV charge points will be implemented at the other locations set out in this report;
  - 1.1.4 Agrees to proceed with introducing EV charge points at all other locations, as set out in this report; and
  - 1.1.5 Notes the progress made on the broader On-Street Electric Vehicle Charger project, the charging tariffs and the proposed approach for enforcement of EV charge points.

**Paul Lawrence**

Executive Director of Place

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## Implementing Electric Vehicle Charging Points

### 2. Executive Summary

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- 2.1 This report details the outcome of the advertisement of the draft Traffic Regulation Order (TRO) for introducing Electric Vehicle (EV) charge points at various locations, considers the content of the objections made by respondents and makes recommendations based on the findings of that analysis.
- 2.2 It seeks the authority to remove the India Street location from these proposals, and to proceed to implement the remaining EV charging bays.
- 2.3 The report also provides a progress update on the broader implementation of the On-Street EV Charger project and provides some detail around some of the additional work packages relating to EV charging.

### 3. Background

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- 3.1 On [5 March 2019](#), Transport and Environment Committee approved the commencement of the legal process to install EV charging points at 11 on-street locations within the city (as shown in Appendix 1).
- 3.2 In November 2021, the Council formally advertised the draft TRO in accordance with legislative requirements. This report considers the objections received from that legal process and determines the next steps for the advertised TRO.
- 3.3 It should be noted that the introduction of new EV charging points strongly supports the Council's City Mobility Plan (CMP), which was approved by Committee on [19 February 2021](#).
- 3.4 With transport known to be the single biggest contributor to greenhouse gas emissions, including carbon, the CMP was developed in recognition that the Council's transport policies and practices have to change if the challenge of becoming a net carbon zero city by 2030 is to be achieved. '*Reducing harmful emissions from road transport*' is a primary objective and is supported by a range of policies including '*Encourage the switch to cleaner vehicles by supporting the growth of electric vehicle infrastructure, including*

*the development of a citywide charging network, and monitoring progress in other low and zero emission technologies’.*

- 3.5 Previous Business Bulletins on [28 January 2021](#) and [14 October 2021](#) have provided Committee with key updates on the progress of the EV On-Street Charger project, and on 24 February 2022 the Council approved the [Coalition Budget Motion 2022-23](#), which comprised setting new tariffs for EV chargers.

## 4. Main report

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- 4.1 This report details the results of the formal advertising of the draft TRO that would introduce EV charging points at 11 on-street locations within the city. It also provides a progress update on the broader implementation of the On-Street EV Charger project and the additional work packages which are linked to EVs.

### **TRO for new on-street EV charging points**

- 4.2 The draft order for new on-street EV charging points was advertised on 19 November 2021 in accordance with legislative requirements, with the consultation period ending on 10 December 2021. Notifications were sent out by email and by letter to consultees and details of the consultation were posted on the Council’s website and on the [Tellmesotland website](#).

- 4.3 Of the 11 on-street locations which were proposed for EV charging points, two of these locations received objections, namely East London Street and India Street.

#### *East London Street*

- 4.4 Three objections were received for the proposed location at East London Street. Due to the time constraints linked to the external funding for these EV charging points, whereby commitments had to be given to Transport Scotland on specific sites in order that funding could be accrued into 2022/23 (under the Delegated Authority set out in the Council’s [Scheme of Delegation](#) (paragraph 86, Appendix 5) these objections have already been set aside.

#### *India Street*

- 4.5 Fifteen (15) objections were received for the proposed location at India Street. These objections are detailed in Appendix 2 and have been grouped by objection theme, as many of the objections referred to more than one theme.
- 4.6 The 15 objections that were raised for India Street primarily concerned the perception from residents that the quiet cul-de-sac nature of India Street would be severely impacted by the installation of the proposed EV charging points at this location. Their concerns included a potential increase in vehicle

movements, additional noise due to the use of the EV charging points by taxis at unsociable hours and a loss of permit parking spaces for India Street residents.

- 4.7 In addition to the formal objections received to the TRO proposals for India Street, further issues have been identified through site investigations that would present significant challenges for installing the proposed EV charging points at this location including:
- 4.7.1 The proposed grid connection from Scottish Power Energy Networks (SPEN) comes from a substation located on the west side of Gloucester Street. Proceeding with the proposed EV charging points in India Street would therefore require over 140m of track to be excavated across two roads, within the setted cobbles on Gloucester Street, Gloucester Place and India Street;
- 4.7.2 The excavation work required to provide the electrical connections for the EV charging points is significant and would require diversion routes to be put in place, causing significant disruption. There is also a high risk that works will disrupt the historic streetscape of this street, which is within the World Heritage Site; and
- 4.7.3 Progressing works in India Street would also present further risks of significant financial cost and negative impacts to delivery timescales for the broader EV project programme.
- 4.8 Based on the number and nature of the objections received for India Street and due to the challenges in securing a power connection for the EV charging units, it is recommended that the location in India Street is not taken forward.
- 4.9 If Committee agree to remove India Street from the Order, the chargers proposed for this location will be reassigned to Heriot Row and to the Hermiston Park and Ride site, as detailed within the project update below.

#### **On-Street Electric Vehicle Chargers project update**

- 4.10 As previously reported to Committee, the Council is currently rolling out EV charging points as part of a project funded by Transport Scotland's Switched on Towns and Cities Challenge fund.
- 4.11 The initial scope for this project was to deliver a total of 66 charging points at 13 sites across the city. However, after further site investigations, the level of provision has been increased to deliver a total of 81 charging points, serving 141 parking places at 12 sites across the city. This includes two Park and Ride sites and 10 on-street locations, based on the recommendation to remove India Street from the on-street proposals. All project costs will continue to be met from the above funding from Transport Scotland.
- 4.12 The works were due to be completed by March 2022, upon completion of the aforementioned TRO process, however due to procurement and supply chain



issues, it is anticipated that the completion of these works will be delayed into Spring/Summer 2022. Transport Scotland are aware of these delays and have agreed that the required capital costs can be accrued into 2022/23 to enable the Council to complete the works. The table in Appendix 3 details the infrastructure that is now proposed for installation at each location and provides an update on progress for each site.

- 4.13 In addition to the infrastructure delivery outlined in Appendix 3, the best-practice review of the EV Enforcement and Tariffs report (originally approved by the [Finance and Resources Committee in October 2019](#)) has been concluded.
- 4.14 The most significant change to the original proposals relates to the tariffs, which have now been set at such a level as to ensure current operational and management costs (such as staff costs, electricity, maintenance and ChargePlace Scotland fees) are covered. Appropriate tariffs have been identified for each charger type and all tariffs have also been simplified for the end user by removing any individual connection fees. These tariffs were set-out in the Coalition Budget Motion for 2022/23 and agreed to by the City of Edinburgh Council on 24 February 2022.
- 4.15 It is also proposed to vary the maximum stay period for standard chargers from 10 hours to between four - 12 hours, depending on their location. This will help manage the differing demands in different areas of the city, such as supporting the use of Park and Ride sites (for commuting and full day trips to the city), whilst also allowing for on-street locations to be better aligned with existing parking restrictions.
- 4.16 The table below outlines the proposed tariffs, maximum stay periods and overstay penalties for each charger type:

Charger Type	Tariff (charge per kWh)	Maximum Stay Period	Overstay Penalty
Standard (7kw)	25p	4 - 12 hours	£30
Fast (22kw)	30p	3 hours	£30
Rapid (50kw)	35p	30 mins	£30

- 4.17 Customer payments for the use of the chargers and the application of any overstay penalties will be handled by ChargePlace Scotland before being transferred on to the Council, in line with the requirements of the Transport Scotland funding. There will be no separate parking charges associated with the EV charging places.
- 4.18 It is anticipated that the above charges will be implemented on 1 May 2022,

allowing time for a full communications campaign to be put in place. These charges will apply to all of the publicly available chargers provided by the Council, including units that are already in place, thus ensuring that all charging infrastructure can be managed and sustained. Officers are working closely with the Council's communications team and colleagues from ChargePlace Scotland to ensure that these communications reach as wide an audience as possible.

- 4.19 Decriminalised Parking Enforcement of on-street EV charging places can be introduced upon completion of the TRO process. Although many of the EV charging terms and conditions will be managed directly by ChargePlace Scotland, the Council's Parking Attendants will be responsible for ensuring that EV charging places are only used by EVs which are plugged in and actively charging, as outlined in the EV Enforcement and Tariffs report from 2019.

#### **Additional Electric Vehicle work packages**

- 4.20 In addition to the delivery of new EV infrastructure, a range of additional EV planning and strategy work packages have been ongoing, as reported to Committee via Business Bulletins during 2021.
- 4.21 A series of factsheets are being developed to be incorporated into the Edinburgh Street Design Guidance to provide design principles and promote a consistent approach for the installation of EV chargers. These factsheets will have a particular emphasis on accessibility and streetscape.
- 4.22 Draft EV factsheets have been taken forward for consultation with stakeholders, including the Edinburgh Access Panel, and are being overseen by the Edinburgh Street Design Review Group. The approved factsheets are anticipated to be incorporated into the Edinburgh Street Design Guidance in 2022/23.
- 4.23 The Council is working closely with Enterprise Car Club to identify locations where existing car club bays can be used to install chargers to support the transition towards an EV car club fleet. Transport Scotland have agreed that the Council can further utilise the Switched on Towns and Cities Challenge fund to deliver this project, providing works are procured and a contract awarded by 31 March 2022. Subject to contract award, it is anticipated that works to install these chargers will commence in Summer 2022.
- 4.24 A new scoring framework has been developed to inform potential future EV charging locations based on key criteria and data taken directly from the Energy Saving Trust's (EST's) Edinburgh-specific research. This criterion includes Deliverability (access to the grid/power connections) and Users and Demand (conveniently located and to meet projected demand), as well as Policy Data (air quality and congestion levels) and is taking overall strategic direction from the CMP.

- 4.25 The Council has identified the need to provide further charging infrastructure in residential areas and these chargers would be aimed at long stay/overnight charging in areas of the city where residents lack off-street parking. Ten (10) new locations have been identified using the scoring framework and EST data, all of which have been included in an application to the UK Governments Office for Low Emission Vehicles (OZEV) to request funding from the On-street Residential Chargepoint Scheme (ORCS) to cover the capital cost of installation. The delivery of these chargers will be subject to funding being awarded to the Council, and if successful, works will commence in Summer 2022.
- 4.26 The Council has also been selected by Scottish Futures Trust (SFT) to submit a business case outlining how the future financing and delivery of EV charging infrastructure might be undertaken. SFT are funding the development of the business case and has stipulated that a draft report must be provided by the end of March 2022, with the final business case being completed by the end of April 2022.
- 4.27 The aim of this business case will be to secure funding for a pilot scheme which could deliver EV chargepoints across the city. This pilot scheme would be funded by SFT and, if the Council are successful in securing the funding, could be used to install the next round of EV charging point installations within the city.
- 4.28 SFT would also use any pilot scheme as a pathfinder and the findings from this exercise could be used to inform commercial models for EV charging infrastructure across Scotland. The pilot scheme could also be used by the Council to develop a full business case and help to procure a contract which could satisfy the city's EV infrastructure needs until 2030.

## 5. Next Steps

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- 5.1 Should Committee authorise the making of this TRO, with the exclusion of proposals for India Street, then all objectors will be contacted to advise them of this decision and the Council will proceed to make the TRO to introduce EV charging points at the 10 on-street locations detailed within this report.
- 5.2 Once the TRO has been made, arrangements will be made to have the new EV charging points introduced on-street. The expected completion of the construction and electrical works for these charging points is Spring / Summer 2022. Once the chargers are installed they will be commissioned with ChargePlace Scotland and made available to members of the public.
- 5.3 It is anticipated that EV tariffs will be introduced on 1 May 2022. A full communications campaign will be run at this time, which will involve updating the Council web pages, social media posts, lamp column wraps, posters,

fliers, and radio advertisements to raise awareness. There will also be usability guides made available, helping to show members of the public how to operate the chargers, and ChargePlace Scotland will also run a concurrent campaign to ensure that their members are informed of all proposed changes.

## **6. Financial impact**

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- 6.1 The implementation of the EV chargers described in this report is the result of the Council being awarded circa £2.2m of funding through Transport Scotland's Switched on Towns and Cities Challenge Fund. All costs associated with this project will continue to be met from this external funding.
- 6.2 The introduction of tariffs for EV charge points will generate revenue for the Council, however this income will be used to fund the ongoing operational and staff costs associated with the Council's EV charging infrastructure. It is not anticipated that any surplus revenue will be generated at this point.

## **7. Stakeholder/Community Impact**

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- 7.1 The statutory TRO process includes a consultation period allowing anyone to make representations in support of or in opposition to the proposals. The formal advertisement of this traffic order to the general public was undertaken between 19 November and 10 December 2021. Plans showing the advertised proposals with the location of the EV bays were advertised [online](#). The comments received from the general public were taken into consideration in determining whether to proceed with/reject the proposed locations as detailed in this report.
- 7.2 Council officers also met with representatives from the New Town and Broughton Community Council on 7 December 2021, who were interested to find out more about the project, though did raise concerns primarily related to the proposed location of EV charging points on India Street.
- 7.3 Significant levels of public and stakeholder support for growing electric vehicle infrastructure in the city was ascertained over of a year of engagement activity associated with the CMP. Since then an Integrated Impact Assessment (IIA) has been undertaken to further consider impacts upon people through the introduction of EV charging points across the city, with the majority of impacts expected to be positive.
- 7.4 Whilst being recognised as an intervention that will not directly tackle vehicle use or congestion, the provision of EV charging infrastructure will help to reduce carbon emissions and improve air quality in the city, which has direct health benefits to the population through cleaner air.
- 7.5 Other notable impacts relate to inequality through the affordability of electric

vehicles. This is being mitigated in-part through work to introduce EV charging bays for exclusive use by car club vehicles, meaning individuals do not need to own EVs to benefit from using clean EVs on a pay-as-you-use basis; which also helps to reduce vehicle numbers on the network. In addition, through a workshop held with the Transport Forum on 18 November 2021 to explore locations for the next phase of EV charging locations, more peripheral locations of the city including Areas of Multiple Deprivation, were explored as opportunities for providing fairer access for all. Such locations feature within the Council's funding bid to OZEV for implementation during 2022/23.

- 7.6 To further ensure fairer access for all, the Edinburgh Access Panel and other stakeholders were involved in a workshop on 22 February 2022 to help develop the Street Design Guidance factsheet for EV charging bays. This workshop explored the physical accessibility of charging units for users of all ability. The feedback from this workshop is informing factsheet details covering, for example, bay widths and lengths and the positioning of the charging units.

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

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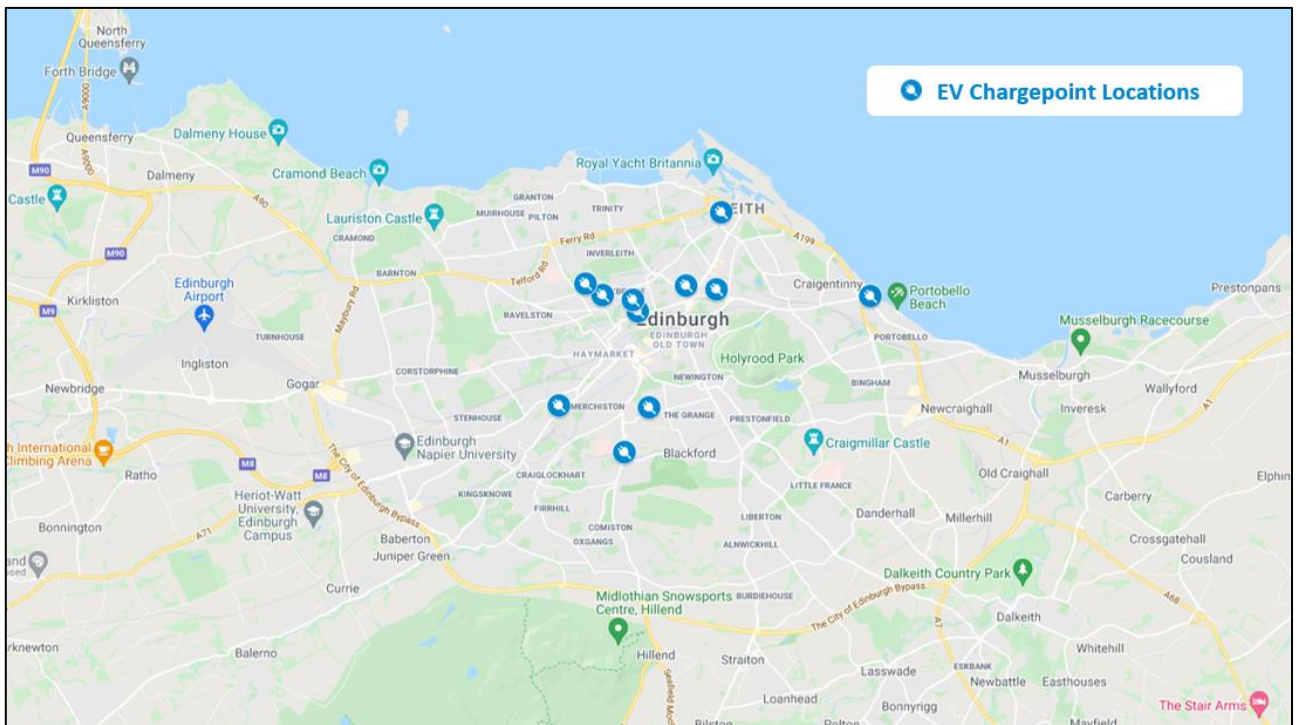
- 8.1 [Low Emission Zone – Transport and Environment Committee – 17 June 2021](#)
- 8.2 [Edinburgh City Centre Transformation – Transport and Environment – 12 September 2019](#)
- 8.3 [Electric Vehicle \(EV\) Business Case – Transport and Environment Committee – 12 December 2018](#)
- 8.4 [Electric Vehicle \(EV\) Action Plan – Transport and Environment Committee – 7 December 2017](#)
- 8.5 [Electrical Vehicle Programme – Enforcements and Tariffs – Finance and Resources Committee – October 2019](#)
- 8.6 [Electric Vehicle Infrastructure: Business Case – Transport and Environment Committee – 12 December 2018](#)

## **9. Appendices**

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- 9.1 Appendix 1 – EV Chargepoint Location Map
- 9.2 Appendix 2 – Objections received to India Street TRO proposals
- 9.3 Appendix 3 – Infrastructure and Progress Update

## Appendix 1 – EV Chargepoint Location Map



## Appendix 2 - Objections received to India Street TRO proposals

All objections are detailed by objection theme and specific references:

Objection theme	Number of objections	References within objection themes	Number of references within the objection	Objection example
Nuisance caused by taxis using EV charging points 24/7	11	The perceived disruption caused by taxis using 24/7 EV charging points including noise, engines running, and rubbish dropped	11 references	What is being proposed here is a 24/7 taxi rank in a prime city centre residential area with all the associated disruption, noise (at all hours of the day and night) and anti-social behaviour which would be the inevitable consequence.
		An increase in noise generated by taxis wishing to use the EV charging points at unsociable hours	9 references	I am concerned by the increased noise from people waiting 24/7 for the 20-30 minutes it takes for EVs and taxis to charge.
Residents feel that India Street is a quiet, residential cul-de-sac making it unsuitable for the EV charging points	10	An increase in traffic on India Street because of vehicles travelling to use the EV charging points (increase in vehicles on residential cul-de-sac and vehicles making manoeuvres)	8 references	India St is a quiet residential street with little through traffic. The proposal will encourage significant numbers of extra vehicles in search of charging points thereby having an adverse effect on the nature of the street.
		The negative aesthetic impact on India Street – look of the proposed EV charging points on the street	5 references	This proposal would be severely detrimental to the amenity of the area which is prime New Town and the many residents who live opposite and nearby.
Safety concerns if EV charging points are installed on India Street	9	An increase in vehicles on India Street and the subsequent increase in vehicle movements close to homes	5 references	The location of the chargers will place commercial vehicles such as taxis and delivery vehicles in very close proximity to houses and their residents. These vehicles, along with the vehicles of local residents, will need to navigate what is currently a tight cul-de-sac. There is no established pavement on the proposed side of the road, forcing waiting drivers into the road.
		Pedestrians crossing India Street to access India Gardens	5 references	The cul-de-sac is frequently used by many local residents, including children, dogs, and the elderly, to walk across the road to the gardens and beyond. This end of India Street is mostly made up of flats

				with no private gardens. This will greatly impede access to India Street gardens including for my own primary aged daughters.
Loss of parking for residents	8	New EV charging points will reduce resident parking bays	8 references	Please do not take away permit parking bays from an area where there is barely enough places for the number of residents that live in this section. Residents with parking permits need to be considered and allocated sufficient parking spaces and shouldn't have to forfeit them in favour of members of the public and taxis.
Aesthetics of installing EV charging points in conservation area	5	The proposed locations for the charging points are in historically sensitive areas which has a negative aesthetic impact	5 references	The aesthetics of the proposed chargers are inappropriate for a World Heritage Site. More discreet options are available.
Use of EV bays by non-residents	3	Unfair to prioritise EV charging points for non-residents	3 references	Disbelief in giving taxi drivers and non-residents basically first choice before putting the needs of the locals who live here.



### Appendix 3 – Infrastructure and Progress Update

Location	Charging Infrastructure	No. Chargers	No. Bays	Progress Update
Ingliston Park and Ride	50kW Rapid	6	6	The works are now complete, and all chargers are operational and can be utilised by members of the public.
	7kW Slow	15	30	
Hermiston Park and Ride	50kW Rapid	5	5	The construction works are underway to install the chargers and are due to be complete early in March 2022. The electrical work to connect the chargers to the electricity network is also underway and are due to be complete by the end of March 2022. The chargers will then be commissioned with ChargePlace Scotland and made available for use by members of the public.
	7kW Slow	14	28	
Heriot Row	50kW Rapid	2	2	The preliminary construction works commenced in January 2022 and are due to be complete in March 2022. The electrical work to connect the chargers to the electricity network is due to commence in mid to late March 2022. Once installed, the chargers will be commissioned with ChargePlace Scotland and made available for use by members of the
	22kW Fast	3	6	
East London Street	50kW Rapid	4	4	
Fettes Avenue	50kW Rapid	4	4	
Montgomery Street	22kW Fast	4	8	
King's Road	22kW Fast	4	8	
Sheriff Brae	22kW Fast	4	8	
Comely Bank Terrace / Avenue	22kW Fast	4	8	
Stewart Terrace	22kW Fast	4	8	

Thirlestane Road	22kW Fast	4	8	public in the Spring / Summer of 2022.
Maxwell Street	22kW Fast	4	8	
Total		81	141	

# Transport and Environment Committee

10.00am, Thursday, 31 March 2022

## Garden Waste 2021/22 – Registration Performance

Executive/routine	Routine
Wards	All
Council Commitments	25

### 1. Recommendations

- 1.1 It is recommended that Transport and Environment Committee:
  - 1.1.1 Note the number of garden waste registrations in 2021/22 and the progress made towards further process and system developments;
  - 1.1.2 Note that investigations are on-going to identify system improvements which could enable direct debit/recurring payment options for future years; and
  - 1.1.3 Approve retaining the mid-year sign up window between December and May.

**Paul Lawrence**

Executive Director of Place

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## Garden Waste 2021/22 – Registration Performance

### 2. Executive Summary

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- 2.1 This report provides an update on registrations for garden waste collection in 2021/22 and progress made towards further process and system developments.
- 2.2 This report also updates Committee on the outcome of the investigation to extend the mid-year window to be continuously open, in addition to the main summer period sign-up/renewal period.

### 3. Background

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- 3.1 In [February 2021](#) the Council agreed to revise the charge for Garden Waste collection 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 and is at the lower end of charges.
- 3.2 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.
- 3.3 In [June 2021](#), Committee agreed an expanded registration period for Garden Waste. The expanded sign up period now runs from early December to the end of May. Committee requested that consideration be given to providing a registration window which was continuously open, in addition to the main summer period sign-up/renewal period.

### 4. Main report

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#### Main Registration Window

- 4.1 The main registration window took place between 22 July 2021 and 1 September 2021, with collections commencing from 8 November 2021.
- 4.2 The main registration saw approximately 68,000 subscriptions for 75,000 permits, which is a slight reduction (1.4% (998) subscriptions and 1.5% (1,154) permits) compared to summer 2020; with the number of exemptions claimed remaining stable at just under 9%.

- 4.3 The annual registration period provides an opportunity to review collection routes, and to issue collection calendars and permits ahead of the next collection year commencing. In 2021, the collection model was revised to improve service performance and resulted in all properties being rerouted, with a large number of collection day changes for customers.

#### **Mid-year Registration Window (up to end of February)**

- 4.4 Previously the mid-year registration window ran for two weeks around January/February.
- 4.5 The expanded registration window between early December and end of May was introduced in December 2021 and, between December and the end of February, there were 4,622 subscriptions for 5,006 permits; with the number of exemptions claimed being 8%. This brings the total number of subscriptions in 2021/22 so far to approximately 72,700 subscriptions and 79,750 permits.

#### **Business Case Comparison**

- 4.6 Compared to the total subscriptions in 2020/21, as at 28 February 2022, 2021/22 registrations are currently down 2.5% (1,839) subscriptions and 3.2% (2,605) permits. It is expected that this will reduce further as the mid-year window continues.
- 4.7 Compared to the full cost recovery business case, the low and medium sign up scenarios have been exceeded and the service is on track to meet the high sign up scenario which was based on retaining 2019/20 paid registrations (as it stands at 28 February 2022, registrations are 913 paid permits away from this).

#### **Further Process and System Developments**

- 4.8 Good progress has been made on training and embedding the full garden waste registration, subscription management processes and stages of the collection year within the administration team.
- 4.9 In 2021 the processes in place for the main summer registration window were refined, improving data quality and addressing issues ahead of the registration window closing. This resulted in a reduction in the number of customers requesting replacement permits by approximately 30% (450).
- 4.10 The expanded mid-year window has required all related processes to be amended to support this change and to address the impact on processes which now overlap, for example: managing the current customers' collection year; registering and data quality assessments for new customers; routing and mailing permits for the previous month's mid-year registrations; and commencing collections for those going live.
- 4.11 A number of the remaining complaints received are as a result of not having a direct debit payment option in place. This issue is due to the ongoing requirement for active registration, meaning customers must actively sign up each summer to ensure their collections continue rather than a passive registration where payment is automatically taken, and customers enrolled.

- 4.12 The service is continuing to work with colleagues in ICT and with system providers to investigate potential solutions to this issue.

### **Widening Mid-year Window**

- 4.13 Appendix 1 provides a summary of the developments being considered for garden waste, including to provide a continuously open mid-year registration window.
- 4.14 The analysis concluded that, while there would be benefits of a continuously open mid-year registration window, these are offset by downsides (such as confusion over which year the customer is registered for and risks that changes to collection days may be required regularly to accommodate new collections).
- 4.15 The issues around implementing a direct debit solution have been well documented. Due to the overall benefits for garden waste customers of introducing direct debit payment facilities, it is proposed to retain the mid-year registration window as December to May, and to focus on investigating a suitable direct debit and/or recurring payment solution for customers.

## **5. Next Steps**

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- 5.1 The changes and improvements in the garden waste collection processes continue to be monitored with refinement and further improvements identified and implemented, where possible. This includes monitoring the impact of new registrations on collection routes and the risk of having imbalanced collection days which require a change in day for customers during the year.
- 5.2 As the sign up levels during the wider mid-year window are still unknown, the full impact is unclear. This 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 registrations come from a single area. An analysis of December's registrations indicates that registrations were spread across the city, with new subscriptions received on around 46% of streets serviced.
- 5.3 If Committee approve the report recommendations, the registration periods will remain as they are currently, and work will continue to investigate suitable direct debit and/or recurring payment options for customers.

## **6. Financial impact**

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- 6.1 The financial impact, both in terms of implementing the changes proposed in this report 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 the recommendations in this report.

## **7. Stakeholder/Community Impact**

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- 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 or a property with a garden during the year.

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

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- 8.1 [Revenue Budget 2021/26](#) – Report to Full Council, 18 February 2021

## **9. Appendices**

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- 9.1 Appendix 1 – Options for Widening Mid-Year Registration Window.

## **Appendix 1 – Options for Widening Mid-Year Registration Window**

The following options have been considered for widening the mid-year window further.

### **Rolling Year**

This would see the customer's 12 months collection period running from the point their collections commence rather than the fixed collection year end for all customers.

The benefits of this for the customer include:

- Customers receive a full year service regardless of when they register; currently mid-year registrations continue to pay full price; and
- Customers can register at the point of the year they would like rather than within the set windows.

However, the negatives of this for the customer include:

- As customers will all have different renewal dates, it would no longer be possible to carry out the extensive marketing campaign that supports the summer window. Instead, customers would only receive a reminder via an email or letter (this is currently part of the main registration window communications approach). It is known that customers can miss the current sign up window due to forgetting to register; and this approach has the potential to increase the number of customers who miss the registration point before their service year ends and only realise when collections stop;
- Following the point above, if the customer does not register before the end of their service year collections would stop whilst continuing for neighbours with time left on their permits. This can lead to confusion about why their bin was not uplifted and a gap of service until they register and their registration is processed;
- Rate changes (such as the increase to £35) or service changes (such as the introduction of the 4-week suspension over the festive period) would result in customers being on different arrangements to others depending whether registering before or after the change; and
- It would be difficult to administer multiple collection years running concurrently as multiple different permit stickers would need to be used at the same time; and this would be confusing for residents and collection teams.

### **Mid-year Window Length**

The service aims to ensure the registration period is as long as possible so that residents can join the service at any time however there are times that this is difficult or not feasible to do. The periods not currently covered by the mid-year registration window have been assessed below.



### September to November

This is the period between the main summer registration window closing and the mid-year window opening.

Customers are encouraged to sign up for the garden waste service during the main registration window which runs from roughly the end of July until early September. When this window closes the garden waste team are fully focused on processing, routing, and mailing permits to customers ahead of the new collection year commencing. This includes a number of complex processes against a tight deadline.

In 2021, approximately 260 people contacted the Council via email between September and end of November requesting details of how to register for the service. The reasons for missing the summer registration were mixed and included missing the reminder notification; moving into a property; and not realising they hadn't registered yet. There were 831 calls between September and October, including calls asking to register, payment enquiries, requests for replacement bins, reports of missed collections from current customers, and requests for updates on permits being issued.

There would be limited customer benefits from expanding the registration window further due to the seasonality of the garden waste growing season itself.

The main benefit to the customer of opening the mid-year registration window during this period would be customers not needing to wait until December to register and potentially forgetting to sign up when the mid-year window opens.

The negatives for the customer include:

- The risk of delays to the summer window affecting the vast majority of customers, or customers registering for the mid-year and having a lengthier wait between paying and service commencing whilst the summer registrations are processed. This is due to the volume of registrations during the summer window and the complexity of the processes to ensure that the service can be fully operational by early November each year; and
- Registrations opening in November has been considered with routing taking place in December. However, this carries significant risks around mailing permits during the festive period and with the service suspended until mid-January collections would not commence until last two weeks of January. Remaining with the mid-year window commencing in December allows the routing to be carried out in January with permits mailed at the end of January and collections commencing in the first two weeks of February.

### June to November

This is the period between the mid-year window closing (end of May) and the service year ending (early November).

The benefits for the customer of opening the mid-year registration window during this period include allowing a longer opportunity to join for the remainder of the collection year. This is expected to predominately benefit those that have moved into a property with a garden during this period.

The negatives for the customer include:

- Registrations too close to the end of the year would result in the customer receiving only a few weeks service, or no service at all if very close to the end of the collection year. This would cause confusion for the customer on need to also register in the main window for the service to continue into the next year; and
- The likelihood of causing confusion, particularly during the period where the main registration window takes place for the following year and where the communications on the two different registration become very complex. This increases the risk of customers potentially not signing up correctly (for example, a current customer signing up for the new year again or a new customer signing up for the current year but not understanding they need to sign up for the new year at the same time).

### **Direct debits**

As outlined in the main report, it is recognised that a direct debit solution would improve the service for the vast majority of customers and would address a number of the common issues that arise for customers accessing the service due to removing the need to actively register each year.

The issues around this have been well documented however activities are underway to investigate options to address the barriers to enabling this to happen.

## Transport and Environment Committee

10.00am, Thursday, 31 March 2022

### Waste and Cleansing Services Update

<b>Executive/routine Wards Council Commitments</b>	<b>Routine All 23, 24, 25</b>
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#### 1. Recommendations

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- 1.1 It is recommended that Transport and Environment Committee notes:
  - 1.1.1 The contents of this report; including the activities, and dependencies, outlined within this report and the progress made towards these;
  - 1.1.2 The update on the Communal Bin Review programme; and
  - 1.1.3 The performance reporting approach will be reviewed once the new committee and operational structures are in place following the election and organisation review.

**Paul Lawrence**

Executive Director of Place

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## Waste and Cleansing Service Update

### 2. Executive Summary

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- 2.1 This report updates Committee on the Waste and Cleansing Services performance for quarter three of 2021/22 (October - December 2021) and notes the continued impact of COVID-19 on the service, in particular the impact on household waste arisings as people have spent significantly more time at home.
- 2.2 The report also provides an update on the Communal Bin Review programme.

### 3. Background

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- 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.

### 4. Main report

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#### **Current Service Performance**

#### **Impact of COVID**

- 4.1 This report covers the period of October - December 2021, providing data for quarter three of 2021/22.
- 4.2 During this period, unlike the initial wave in the spring and summer of 2020, no service suspensions were applied.
- 4.3 This period did however continue to place additional pressures on the service as a result of higher staff absence levels as a result of illness or a requirement to shield or self-isolate. This has been impacted further by the latest variant being more transmissible, as well as the removal of the requirement to carry out a PCR test.
- 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 have remained open with the booking system in place to manage traffic flows and maintain physical distancing. 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.

- 4.6 The pandemic has resulted in an increase in waste presented with residents self-isolating, working from home and shopping online.
- 4.7 The increase in waste presented may reduce as restrictions are easing. It is, however, expected that levels will stay higher than those pre-pandemic as people's lifestyles change and the number of high street shops that no longer exist.

#### **Current Service Performance**

- 4.8 The performance dashboards for Waste and Cleansing Services can be found in Appendix 1 and 2.
- 4.9 The most notable point in Appendix 1 is the increase in all service requests in November. This is was predominately caused by the start of the new garden waste collection year and the expected increase in replacement permit and bin requests, as well as an increase of reports of missed garden collections due to the city-wide reroute as part of the new year.
- 4.10 However, it should be noted that since April 2021, October and December have received the lowest number of service requests; and November is only higher than May 2021.

#### **Special Uplifts**

- 4.11 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 operating assisted collections as staff cannot enter a customer's property.
- 4.12 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.

#### **Bin Deliveries**

- 4.13 In mid-October, the bin deliveries service moved from a paper-based operation to in-cab devices allowing the jobs to be directly allocated to the relevant crew and closed at the point of delivery, followed by an automated notification to residents.
- 4.14 This, along with changes to the stock control processes and award of the contract for the purchase of bins, has significantly improved the performance of the bin deliveries with over 90% of deliveries carried out within the 10-working day target; an increase from the previous 47% completed on time.

#### **Cleansing and street cleaning**

- 4.15 Appendix 2 shows that service requests have increased from the previous year. The main area of pressure is related to full bin reports and sustained levels of dumping and fly-tipping.
- 4.16 Litter bins collections were rerouted and moved onto in-cab technology in mid-October. The initial transition period, whilst crews become familiar with routes and

the new technology was embedded and reviewed, affected performance. This is to be expected of a service change. Following this period, it is expected that overflowing bin reports will reduce (between November and December there has been a reduction of 23% full litter bin reports).

- 4.17 The reporting of full litter bins may reflect changed patterns of behaviour, such as increased use of parks and greenspaces, and more recently an increase near shops as these are open again.
- 4.18 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 lasting impacts from the pandemic, and what those will be. The data from the bin sensors through the Smart Cities Operation Centre will assist in this monitoring this.
- 4.19 Dumping of items seems to reflect a national pattern of illegal behaviour which has been highlighted both by Keep Scotland Beautiful and neighbouring Councils; as well as Defra in England. It is possible that during the lockdowns people may have been enjoying their local green spaces more, and so are more aware of and more likely to report existing issues, but it is also possible that there is simply a growing national problem with fly-tipping and dumping.
- 4.20 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.
- 4.21 Overall, the cleansing service has proved resilient despite the lower staffing numbers associated with the coronavirus pandemic at certain times and the need to divert resources to other areas such as scheduled waste collection at certain times.
- 4.22 For the performance monitoring programme this year, an integrated approach will be taken whereby the new Litter Monitoring System (LMS) digital platform and technology will be used. However, the current Local Environmental Audit and Management System (LEAMs) methodology will be continued to be used. Litter counts which align with the new code will be undertaken but they will be used for the Key Performance Indicators this year.
- 4.23 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 be more resource intensive to deliver.
- 4.24 The Scottish Government recognise that littering and fly-tipping have both increased nationally since the publication of their current strategy, with fly-tipping a particular issue, and are consulting on their new strategy. The Council's draft response was reported to Committee in [January 2022](#).
- 4.25 The street cleansing service is currently undergoing an operational review to ensure resources are effectively targeted.

## **Garden waste and Household Waste Recycling Centres**

- 4.26 Separate committee reports are being presented to this Committee on garden waste and the household waste recycling centres.

## **Waste Arisings and Tonnage Performance**

- 4.27 Overall waste arisings for the three quarters are 167,521 tonnes (up 2.2% versus this period the previous year). Residual waste tonnages are 93,063 tonnes (down 0.5%). Recycling tonnages are 73,588 tonnes (up 14.6%).
- 4.28 The overall unaudited recycling rate for the first nine months is 43.9% up from 39.5% over the same period last year, an increase of 4% (in percentage terms this equates to an increase of 10%).
- 4.29 The methodology for calculating recycling rates in Scotland excludes some outputs from the energy recovery process, such as aggregates. In addition the ash is stockpiled and the metals extracted for recycling at intervals so these are not reported each month.
- 4.30 In summary the trend seen previously, linked to the expansion of home working and home delivery during the pandemic, has continued with an increase in waste arisings which is also being reported by other Councils. This is not offset by a reduction in trade waste tonnages as the Council does not operate a trade waste service, and this trend is expected to continue, and will put pressure on the service.
- 4.31 However, the residual waste tonnage has started to decrease slightly versus the same period last year and more waste is now being recycled. While recycling performance fell in the previous year as a result of COVID-19 disruptions the recycling rate of 42.6% for the first three quarters of this year is actually higher than this period in the last two pre-pandemic years (2018/19: 42.1% and 2019/20: 41.7%).

## **Review of Performance Measures**

- 4.32 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.
- 4.33 An updated progress report on the areas previously outlined in the report to Transport and Environment Committee in August 2018 can be found in Appendix 3. These areas include the review of bin collection performance, LEAMs and CIMS (Cleanliness Index Monitoring System), as well as the Citizen Digital Enablement Programme and the Business Intelligence Project.
- 4.34 With the upcoming elections in May 2022 along with the organisational review within Place that will affect service structures, the performance reporting approach will be reviewed in line with the new operational and committee structures once in place.

## **Communal Bin Review**

- 4.35 Following a commitment made by the Transport and Environment Committee on [27 January 2022](#), the Convenor, Vice Convenor and officers met with representatives from Edinburgh World Heritage (EWH), Historic Environment Scotland (HES), Cockburn Association (CA), New Town and Broughton Community Council (NTBCC), West End Community Council (WECC) and Stockbridge and Inverleith Community Council (SICC) on 1 March 2022.
- 4.36 At the meeting, an update on all of the mitigation measures that had been discussed with EWH and HES was provided.
- 4.37 There were three actions agreed:
- 4.37.1 To pause on the progression of Traffic Regulation Orders (TROs) in the streets with gull proof sacks while the Council undertakes a feasibility study of alternative solutions, primarily underground waste solutions and waste rooms;
  - 4.37.2 To work with NTBCC and the other Community Councils to discuss options to improve recycling rates in streets where gull proof sacks are used; and
  - 4.37.3 That representatives from EWH and HES would continue to work with officers to identify bin locations in the other parts of the EWH area.
- 4.38 Officers have commissioned the Association of Public Services (APSE) to undertake the feasibility study into alternative solutions. It is anticipated that the scope for inclusion will be agreed by the end of April and that the study will be completed within six months.
- 4.39 Officers met with representatives of NTBCC on 22 March to discuss potential trial options. A further meeting is planned in early April to agree a trial collection approach.

## **5. Next Steps**

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- 5.1 The Waste and Cleansing team will:
- 5.1.1 Continue activities towards improving service performance;
  - 5.1.2 Continue activities towards revising the performance measures;
  - 5.1.3 Review the approach to Committee reporting following the Election and once new service operational structures are embedded; and
  - 5.1.4 Progress the actions outlined in paragraphs 4.37 – 4.39.

## **6. Financial impact**

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- 6.1 Any expenditure associated with the actions required in order to revise the Waste and Cleansing performance reporting is anticipated to be contained within existing resources or funded as part of wider change projects.



- 6.2 The financial impacts on the service arising from COVID-19 continue to be tracked and recorded separately from core budgets.

## **7. Stakeholder/Community Impact**

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- 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 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**

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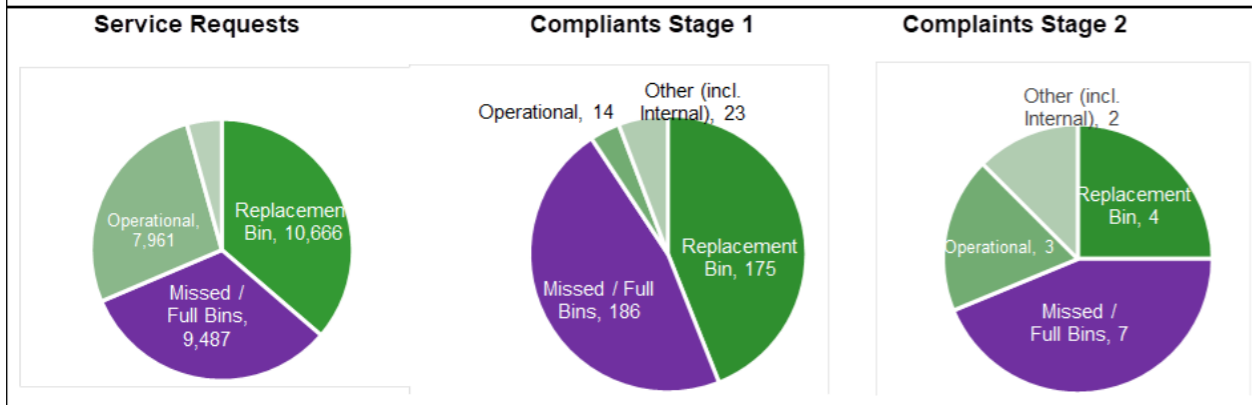
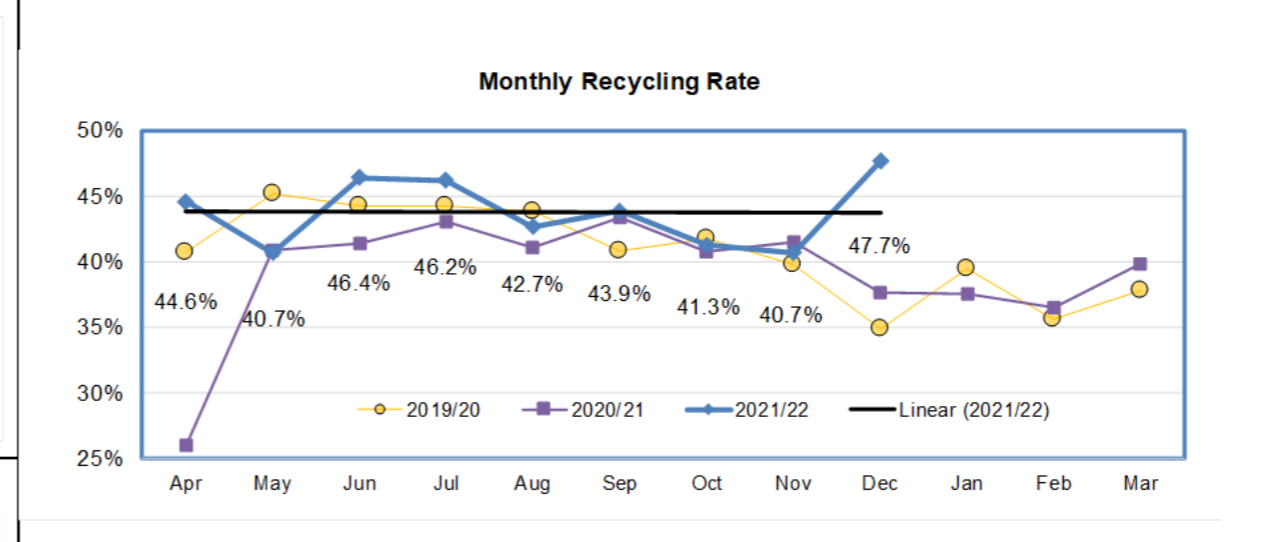
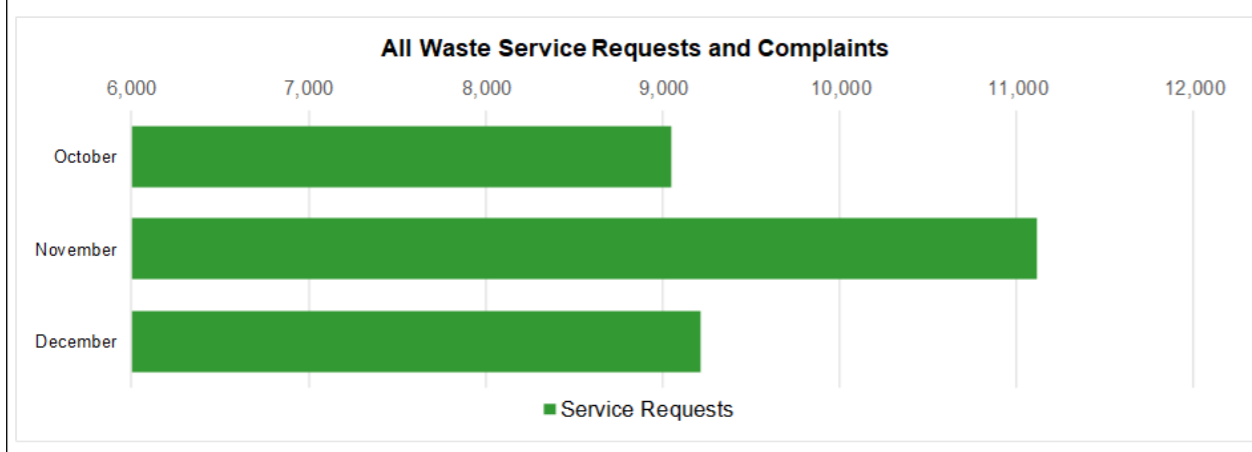
- 8.1 [Waste and Cleansing Services Performance](#) – Report to Transport and Environment Committee, 9 August 2018.
- 8.2 [Waste and Cleansing Services Performance Update](#) – Report to Transport and Environment Committee, 6 December 2018.
- 8.3 [Addendum by the Conservative Group to Item 7.13 Waste and Cleansing Services Performance Update](#) – Report to Transport and Environment Committee, 6 December 2018.
- 8.4 [Waste and Cleansing Services Performance Update](#) – Report to Transport and Environment Committee, 16 May 2019.
- 8.5 [Motion by Councillor Webber – Waste Collection](#) – The City of Edinburgh Council, 30 May 2019.
- 8.6 [Waste and Cleansing Services Performance Update](#) – Report to Transport and Environment Committee, 12 September 2019.
- 8.7 [Waste and Cleansing Services Performance Update](#) – Report to Transport and Environment Committee, 5 December 2019.
- 8.8 [Waste and Cleansing Services Performance Update](#) – Report to Transport and Environment Committee, 28 January 2020.
- 8.9 [Waste and Cleansing Services Performance Update](#) – Report to Transport and Environment Committee, 17 June 2021.
- 8.10 [Waste and Cleansing Services Performance Update](#) – Report to Transport and Environment Committee, 11 November 2021.

## 9. Appendices

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- 9.1 Appendix 1 - Waste Performance Dashboard, October-December 2021.
- 9.2 Appendix 2 - Cleansing Performance Dashboard, October-December 2021.
- 9.4 Appendix 3 - Review of Performance Measures Tracker – January 2022.

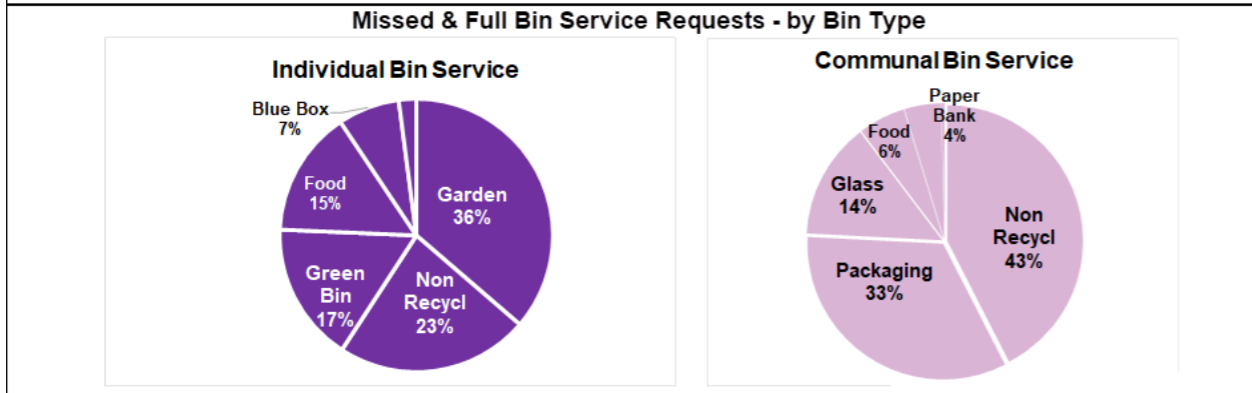
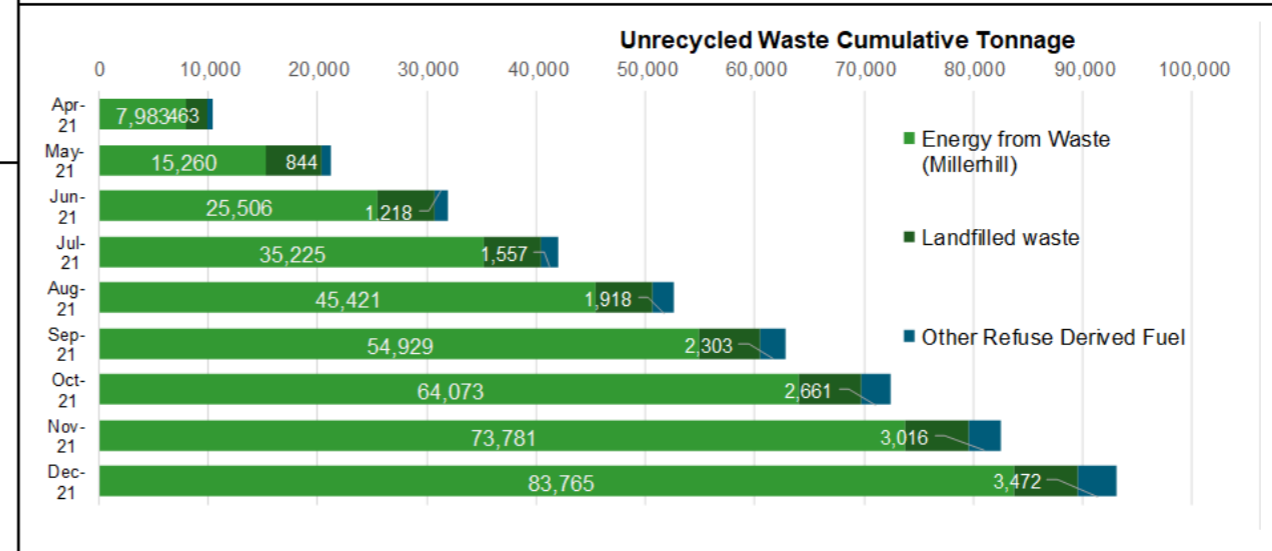
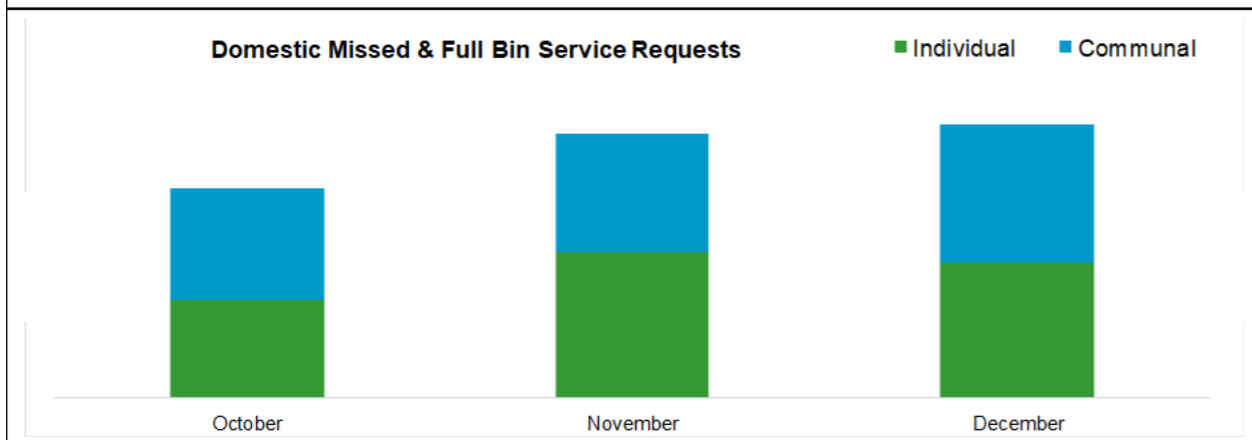
## Waste Performance Dashboard - 2021 (Oct - Dec 2021)



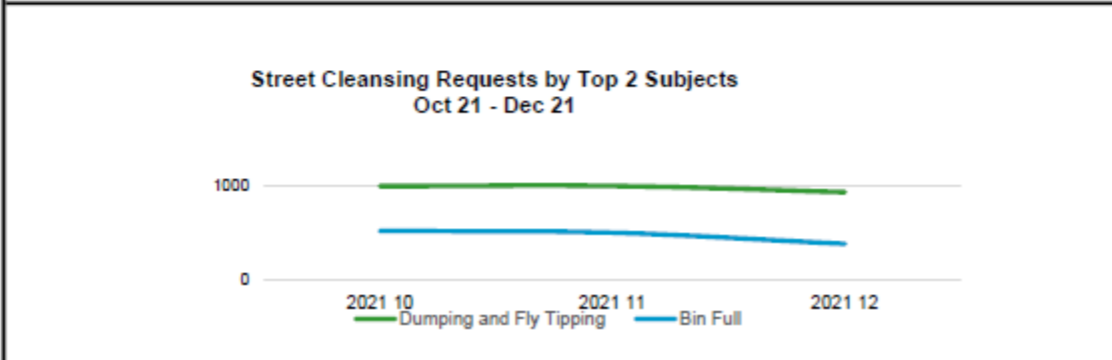
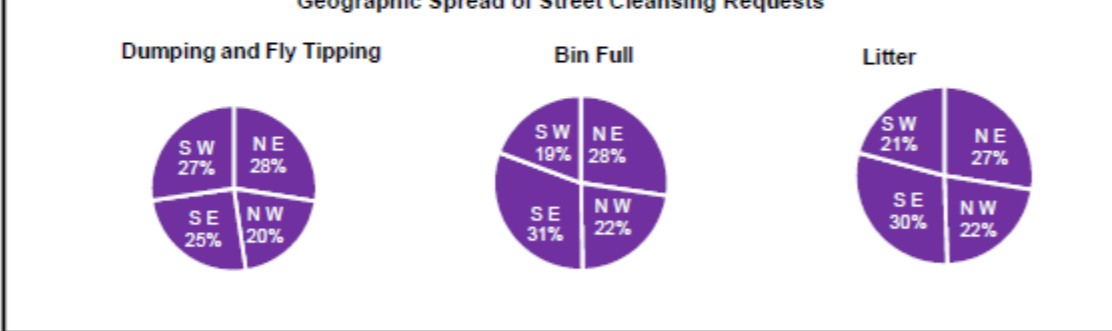
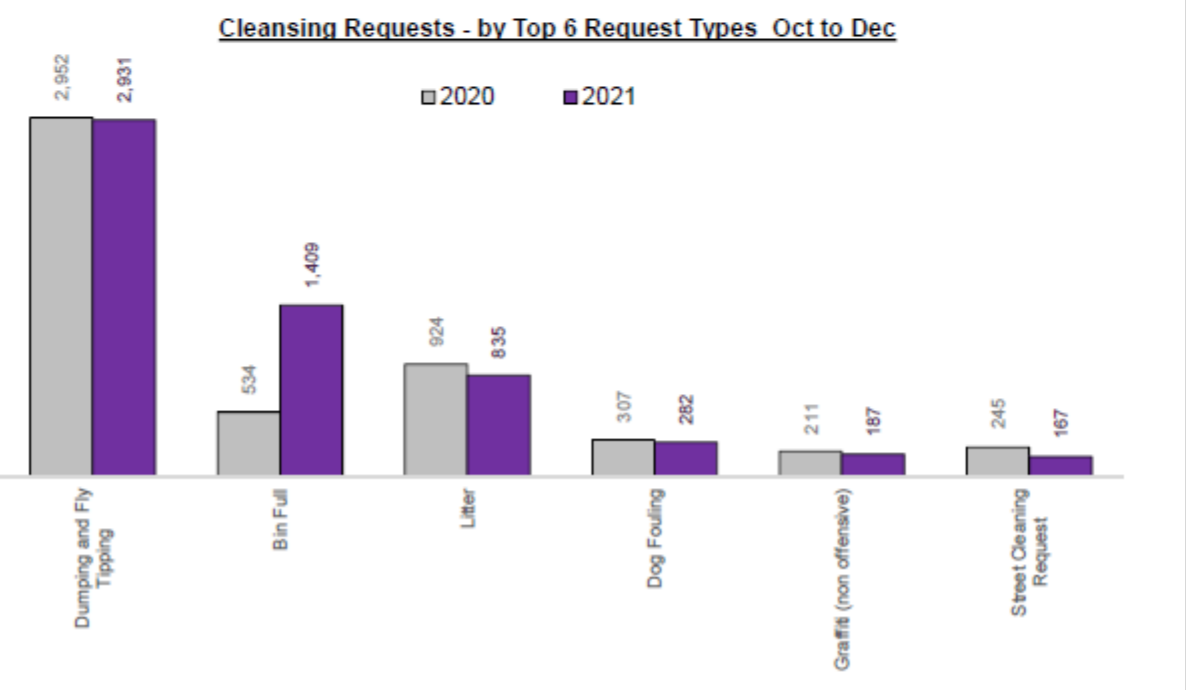
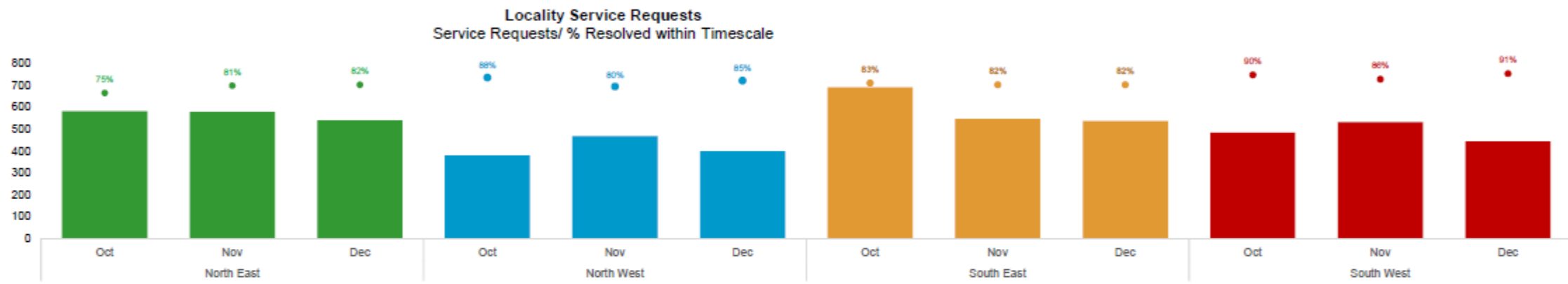
### Recycling tonnages

#### Stream Comparison - Oct to Dec

Waste Stream	2020/21	2021/22	Difference	
	Tonnes	Tonnes	Tonnes	%
Garden Waste - brown bin kerbside	3,948	3,653	-295	-7%
Household Waste Recycling Centres	3,737	3,082	-655	-18%
Kerbside Recycling - green bin & blue box	5,794	5,491	-303	-5%
Food Waste	2,836	2,680	-156	-6%
Recycling Banks (glass, paper, textiles, books)	1,674	1,692	18	1%
Packaging bins - on street, communal	1,202	1,294	92	8%
Other streams	1,261	926	-335	-27%
Mechanised street sweepings	1,095	897	-198	-18%
Paper - wheeled bins		116	116	100%
Manual Street sweeping				
<b>Total Recycling</b>	<b>21,547</b>	<b>19,831</b>	<b>-1,716</b>	<b>-8%</b>



### Cleansing Performance Dashboard - 2020/21 (Oct - Dec 2021)



### Appendix 3 - Review of Performance Measures Tracker – January 2022

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"> <li>• Strategy and Communications (S&amp;C)</li> <li>• ICT</li> <li>• CGI</li> </ul>	The new system, and supporting data warehouse, are in place and the project team are working with the service to finalise set up, train managers and officers within the service and carry out transition activities. Alongside this the service have also commenced work 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"> <li>• Customer Digital Enablement Programme team</li> <li>• CGI</li> <li>• ISL (Routesmart provider)</li> <li>• Verint (sub-contractor of CGI) <i>changed from Connect Assist</i></li> <li>• ICT</li> </ul>	<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 a prioritisation of system development work within Waste and Cleansing Services, the complexities and potential cost of these particular changes and resource capacity this development has been put on hold.</p>	Deferred
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"> <li>• CGI</li> <li>• Verint (sub-contractor of CGI) <i>changed from Connect Assist</i></li> <li>• ISL (Routesmart provider)</li> <li>• ICT</li> <li>• Dude Solutions (Confirm provider)</li> </ul>		
4	<p>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.</p> <p>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.</p>	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"> <li>• Scottish Government</li> <li>• Zero Waste Scotland</li> <li>• Keep Scotland Beautiful</li> <li>• COSLA</li> <li>• SOLACE</li> <li>• The Improvement Service</li> </ul>	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. 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. Service staff have been trained in the new system and work is underway to obtain the approval required to install the system onto work devices.	In progress
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"> <li>• Keep Scotland Beautiful</li> </ul>	Following committee approval, CIMS is no longer being carried out. This action is now closed and performance will be monitored using LEAMS through the action above	Closed

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# Transport and Environment Committee

10.00am, Thursday 31 March 2022

## Review of Effectiveness of Scrutiny of the Transport and Environment Committee – Self-Evaluation and Lessons Learnt

### 1. Recommendations

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The Committee is recommended to:

- 1.1 Note the outputs from self-evaluation workshop undertaken by the Transport and Environment Committee members on 9 February 2022 to assess current political management arrangements, committee effectiveness and lessons learnt from this Council term.
- 1.2 Note the outputs from the self-evaluation workshop will be used to inform the design of political management arrangement proposals and support provided to elected members around the local government election 2022 and following council term.

**Richard Carr**

Interim Executive Director of Corporate Services

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## Review of Effectiveness of Scrutiny of the Transport and Environment Committee – Self-Evaluation and Lessons Learnt

### 2. Executive Summary

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- 2.1 This report provides a summary of a self-evaluation workshop undertaken by Transport and Environment Committee (TEC) members on 9 February 2022 to assess current political management arrangements (PMAs), committee effectiveness and lessons learnt from this Council term.

### 3. Background

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- 3.1 As part of the Council's preparations for the May 2022 Local Government election, the Corporate Governance Team is conducting a review of the Council's PMAs. A key part of this review is the evaluation of current arrangements. Facilitated self-evaluation sessions by committee members was scheduled with all executive committees before the election and used to inform the design of proposed post-election PMAs and the support provided to councillors for the 2022-2027 term.

### 4. Main report

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- 4.1 All TEC members were invited to attend a workshop on 9 February 2022. The workshop evaluated current PMAs relevant to the TEC followed by an evaluation of effectiveness in key areas of responsibility.

#### **Political Management Arrangement Assessment**

- 4.2 Workshop attendees evaluated six key PMA areas against the scoring criteria set out in figure 1.1 below. The six key areas were: terms of reference, remit and purpose of committee; balance of reporting; number of reports and time spent on each report/meeting frequency; composition of committee and number of committee members; ALEOs, and training.

Figure 1.1 – Scoring Criteria	
5	PMAs work well in this area and there is no need for change.
4	PMAs are working well but there are small changes that could be made to improve effectiveness.



3	PMA's are sufficient but there is improvement required.
2	PMA's provide some value but significant improvement is required.
1	PMA's are not effective in their purpose/there is a need for complete redesign.

4.3 Terms of Reference (TORs), Remit and Purpose of Committee - the score agreed by members in this section was **1 - 3**.

4.4 Elected members were asked the following questions:

4.4.1 Are the Committee's TORs appropriate?

4.4.2 Is there anything that you think should sit elsewhere/currently sits elsewhere and would work well as part of the Committee's remit?

4.4.3 Are you clear on the overall purpose of the Committee?

4.5 Points made during discussion included:

4.5.1 The Committee remit is too large and could potentially be divided into strategic policy and operational services with a similar relationship to /between Planning Committee and DM Sub.

4.5.2 A strategic direction for the Committee could be set at the beginning of the new Council term to allow more cohesive decision making.

4.5.3 Ongoing training for members to provide local/national context and policy awareness.

4.6 Balance of Reporting - the score agreed by members in this section was **4**.

4.7 Elected members were asked the following questions:

4.7.1 Are you happy with the balance of reporting?

4.7.2 Is there anything that you'd like to see more/less dedicated reports on?

4.8 Points made during discussion included:

4.8.1 The Committee has a large remit but it's the significant status of the reports considered that creates the workload issue.

4.8.2 Reports stemming from motions could contain information on officer capacity to deliver recommendations – similar to financial implications.

4.8.3 A pre-check stage for competency of motions where there is a technical ask.

4.9 Number of reports and time spent on each report/meeting frequency - the score agreed by members in this section was **2**.

4.10 Elected members were asked the following questions:

4.10.1 Do you feel the committee spends an appropriate amount of time on each report?

4.10.2 Is an 8 weekly meeting cycle appropriate?

- 4.11 Points made during discussion included:
  - 4.11.1 Standard 8-week frequency doesn't work in reality given the volume of business under the TEC remit; special meetings were necessary.
  - 4.11.2 Can be difficult to keep the debate focused, amendments to ToRs or Standing Orders or clerking support to support this would be welcomed.
  - 4.11.3 The chair (including any future additional sub-committee) could be shared between the Convener and Vice-Convener to allow more practical support.
- 4.12 Composition of Committee and Number of Committee Members - the score agreed by members in this section was **5**.
- 4.13 Elected members were asked the following question:
  - 4.13.1 Does the composition of the committee aid good scrutiny and allow it to fulfil its purpose?
- 4.14 Points made during discussion included:
  - 4.14.1 Eleven members was appropriate for decision-making and reflected the political balance of the Council.
- 4.15 ALEOs – the score agreed by members in this section was **no score allocated**.
- 4.16 Elected members were asked:
  - 4.16.1 Assess the Committee's ALEOs role in regard to assurance, scrutiny and support of service delivery.
- 4.17 Points made during discussion included:
  - 4.17.1 Issue of conflicts of interest with members on both the ALEO Board and parent Committee.
  - 4.17.2 ALEO Chief Executives attending Committee provided helpful context when discussing service implications.
- 4.18 Training – the score agreed by members in this section was **3**.
- 4.19 Elected members were asked:
  - 4.19.1 Would you benefit from specific training or briefing to assist your work on this committee?
  - 4.19.2 How would this best be delivered?
- 4.20 Points made during discussion included:
  - 4.20.1 The views of children and young people should be enshrined in all our decision-making.
  - 4.20.2 Mandatory ongoing committee specific training was supported to ensure focused debate and appropriate Council questions.

## Conclusion

- 4.21 Attendees raised extensive feedback throughout the workshop which was noted by officers leading on the preparations for Council 2022. Outputs would inform the design of PMA options, guidance and training.
- 4.22 Members concluded that the committee remit was too large, meetings could be more focused and that changes to PMAs should be considered to help facilitate this.
- 4.23 Members specifically noted that the Committee would benefit from policy specific training throughout the term, and a shared strategic direction of the Committee agreed at the start of the next Council term.

## 5. Next Steps

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- 5.1 Equivalent self-evaluation workshops will be held with all executive committees. The outputs from these session alongside findings from an elected member survey and exit interviews with those members standing down will inform the design of PMA proposals, guidance and training for elected members following the 2022 election.

## 6. Financial impact

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- 6.1 Political management arrangements and elected member training during this period will be contained within existing revenue budgets.

## 7. Stakeholder/Community Impact

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- 7.1 The outputs of this session will be shared with TEC Committee members in advance of consideration at the final Committee.

## 8. Background reading/external references

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- 8.1 [Review of the Effectiveness of Scrutiny of Governance, Risk and Best Value Committee - implementation of findings](#) – Governance Risk and Best Value Committee, 9 November 2021

## 9. Appendices

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None.

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