

Notice of meeting and agenda

Transport and Environment Committee

10.00 am, Thursday, 16th November, 2023

Dean of Guild Court Room - City Chambers

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

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 Any items under "Private Business" will not be published, although the decisions will be recorded in the minute.

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1. Order of Business

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

2. Declaration of Interests

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

3. Deputations

- 3.1 If any.

4. Minutes

- 4.1 Minute of the Transport and Environment Committee of 12 October 2023 – submitted for approval as a correct record 11 - 38

5. Forward Planning

- 5.1 Transport and Environment Committee Work Programme 39 - 46
- 5.2 Transport and Environment Committee Rolling Actions Log 47 - 128

6. Business Bulletin

- 6.1 Transport and Environment Business Bulletin 129 - 140

7. Executive Decisions

- 7.1 Response to the Edinburgh Tram Inquiry – Report by the Executive Director of Place 141 - 174
- 7.2 Travelling Safely Schemes – Report by the Executive Director of Place 175 - 180
- 7.3 Public Toilets – Report by the Executive Director of Place 181 - 190

7.4	Parking Permits for Places of Worship – Report by the Executive Director of Place	191 - 196
7.5	Bus Lane Penalty Charge Levels – Report by the Executive Director of Place	197 - 200

8. Routine Decisions

8.1	Public Utility Company Performance and Road Work Co-ordination April 2022 to March 2023 – Report by the Executive Director of Place	201 - 214
8.2	Granton Waterfront – Investigation of Parking Controls - Update – Report by the Executive Director of Place	215 - 338
8.3	Communal Bin Review Update – Report by the Executive Director of Place	339 - 384
8.4	Cleansing Performance Report – Report by the Executive Director of Place	385 - 392
8.5	Implementing the new Parking Prohibitions – Report by the Executive Director of Place	393 - 418
8.6	Supported Bus Services – Report by the Executive Director of Place	419 - 428

9. Motions

- 9.1** By Councillor Davidson - Corstorphine Connections
- “Committee:
- 1) Unequivocally condemns those who have caused damage to elements of the Corstorphine Connections Project and believes all efforts should be made to bring those responsible to justice.
 - 2) recognises that such actions have been a result of a small minority of irresponsible individuals who do not represent the clear majority who have sought to engage in the project processes through formal and democratic means.

- 3) believes many aspects of the project, such as wider footways and improved crossings, have worked well but that there remain many genuine and serious concerns around the new bus gate on Manse Road which has elicited strong local opposition ever since the original consultation.
- 4) notes recent data which has shown that, in the first two months of operation, the bus gate resulted in over £100,000 in fines, suggesting significant confusion amongst the local community regarding the times of operation of the bus gate.
- 5) notes that the ETRO process exists in order to provide a flexible process which allows for changes to be made in response to feedback and experience, and therefore agrees that the Manse Road bus gate should be removed from the project.”

9.2 By Councillor Heap - Westfield Street Parking

“A: Background

Committee notes:

1. The roll-out of the Controlled Parking Zone (CPZ) in Gorgie.
2. That Westfield Street is an unadopted street in Gorgie just outside the zone.
3. Residents of Westfield Street have had large numbers of parked vehicles in their street since the roll-out of the CPZ, causing significant difficulties for residents.
4. Residents cannot obtain a Parking Permit as the street is not contained in a CPZ.
5. That the Council has stated to some residents that Westfield Street is an area without parking restrictions, thus increasing parking pressure on the street.
6. That residents living between 314 and 374 on the north side of Gorgie Road previously relied on Westfield Street for parking and are also excluded from permits at this time.

7. The possibility that these problems may undermine support for the Strategic Parking Review which is necessary to address parking congestion and promote active and public travel.

B: Residents' requests

Committee notes:

1. That the parking congestion on Westfield Street, and also Westfield Road and Alexander Drive has been exacerbated since the introduction of the CPZ, and many affected residents support the immediate extension of the CPZ into those streets.
2. That the residents, meeting on Thursday 2 November 2023 at the BMC club, Gorgie, made the following requests:
 - a. Signage highlighting the private nature of the street to be erected.
 - b. Affected residents should be allowed to apply for a Parking Permit to park in the existing Gorgie CPZ.
 - c. The Council should stop stating that Westfield Street is a free parking area.
 - d. Council should adopt the street and extend the CPZ to it.
 - e. Council should expedite the extension of the CPZ to include Westfield Road and Alexander Drive.

C: Support for the motion

Committee notes:

1. That this motion is supported by Ward 7 Councillors
2. That this motion has been written in consultation with the residents

D: Actions

Committee reaffirms:

1. Its support for the-aims of the Strategic Parking Review

Committee requests:

1. A business bulletin item for the December Committee

meeting and a report for the January meeting of the Committee with recommendations on how best to:

- a. Address the concerns highlighted in **Background**, points 3-6
- b. Respond to the requests highlighted in **Residents' Requests** point 2, a-e."

9.3 By Councillor Aston - Skip Permits

"Committee:

1. Notes that there is no requirement for a skip to be located close to a building site when an application for a skip permit is considered and that lack of proximity to a building site, house clearance, or other location as might reasonably need a skip is not currently a criterion which can be taken into account in determining such applications.
2. Understands that this can mean there is scope for abuse of the system as it stands, with building waste being stored in skips for long periods on public roads in residential areas, effectively using the public carriageway as an informal builder's yard, and this can have antisocial impacts on local residents.
3. Requests a short report to the March Committee setting out options for seeking alteration of the criteria for determining applications for skip permits so that proximity to a building site, house clearance, or other location as might reasonably need a skip can be a matter that may be taken into account by the Council acting as Roads Authority. This may include writing to the Scottish Government or UK Government, as applicable, to request that the relevant legislation is amended."

9.4 By Councillor Cowdy - Dog Fouling

"Committee recognises:

1. That all parties produced manifestos for the last Council

election with an emphasis on improving street cleanliness, better enforcement, and upkeep of the public realm across the city. Dog fouling has long been an issue blighting the city with unacceptable, offensive, and unhygienic mess in the Public Realm including on pavements, parks, playparks, and sports grounds.

Notes:

2. Edinburgh Dog and Cat Home suggests approximately 24% of the population own dogs with the number living in Edinburgh estimated at around 13,000 dogs and, whilst the vast majority of owners act responsibly, there remain a significant number who leave their dog's foul on the ground or who do not properly dispose of their waste bags. Over the last 3 years there have been, on average, 1,288 Street Cleansing Dog Fouling requests each year. Over the last 6 years there have been, on average, 347 Street Enforcement Dog Fouling complaints each year.

Further Notes:

3. The Dog Fouling (Scotland) Act 2003 (the "2003 Act") makes it an offence for a person in charge of a dog not to clear away the excrement. The Act also enables local authorities to issue fixed penalty notices of £80 to offenders. In 2021, only four fixed penalty fines were issued by CEC reflecting the difficulties prosecuting under the current regime even though it only requires the evidence of one witness to justify a fine for dog fouling.

Further recognises:

4. The number of dog fouling complaints raised by the public is low and mostly reflects apathy with lack of enforcement rather than concern about the problem.

Committee therefore:

5. Calls for a report to be provided to Transport and Environment Committee within 4 cycles presenting options to help combat dog fouling that includes improving enforcement, the use of Fixed Penalty Notices, and the practicalities of establishing a Dog DNA register for the city, how it could be

enforced, likely costs to set up and run, and how much might be funded through issuance of fines.”

9.5 By Councillor Munro - New Style Bus Trackers

“Committee notes that the new style bus trackers being installed are causing concern and confusion to residents who rely on buses to get to school, work and appointments because they appear to display only the timetable rather than using GPS tracking to display real time information and therefore requests a briefing note to be provided as soon as possible giving the following information:

1. Why, given the new screens were supposed to provide multi real time passenger information, this is not happening?
2. Can the ‘due bus’ information be reinstated on the screen, rather than it disappearing. If this is possible, what would be the cost to undertake this, and how quickly could it be done?
3. Who made the decision to take the ‘due bus’ information off the trackers and the reasoning behind this?
4. Is data on an app based on real time GPS available to feed into the trackers (the report to F&R indicated this would be the case) – why do they appear to only show a question?
5. Are the bus stop screens able to show a date?”

Nick Smith

Service Director, Legal and Assurance

Committee Members

Councillor Scott Arthur, (Convener), Councillor Danny Aston, Councillor Jule Bandel, Councillor Christopher Cowdy, Councillor Sanne Dijkstra-Downie, Councillor Stuart Dobbin, Councillor Katrina Faccenda, Councillor Kevin Lang, Councillor Finlay McFarlane, Councillor Marie-Clair Munro and Councillor Kayleigh O'Neill

Information about the Transport and Environment Committee

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

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

Further information

If you have any questions about the agenda or meeting arrangements, please contact Rachel Gentleman, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 529 4264, email rachel.gentleman@edinburgh.gov.uk / carolanne.eyre@edinburgh.gov.uk.

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Minutes

Transport and Environment Committee

10.00am, Thursday 12 October 2023

Present

Councillors Arthur (Convener), Aston, Bandel (item 11 only) Booth (with the exception of item 11), Cowdy, Dijkstra-Downie, Dobbin, Faccenda, Lang, McFarlane, Munro and O'Neill

1. Deputation

**(a) New Town and Broughton Community Council
(in relation to item 7 – East London Street)**

The deputation welcomed the speed in which this item returned to committee following the consideration of the petition in August 2023. However, concern was expressed the report showed incomplete or misleading information. The deputation urged committee to review the conclusions in the report, and upon doing so, review the recommendations. They also recognised any review of the report or information would cause a limited delay in moving forward.

**(b) Leith Links Community Council
(in relation to item 12 – Litter Bin Siting Policy)**

The deputation welcomed more and new bins especially in the area of Leith Links, suggesting by every bench in the park, by every bus stop and along the Restalrig railway path, however they do not believe the Litter bin siting policy on its own is sufficiently transformative to tackle litter in their area. They suggested performance measures should include measures of the quality of bin infrastructure in place and also for the process for the public to report and request issues should be simplified.

**(c) Friends of Prestonfield Primary School, Parent Council
(in relation to item 14 – Speed Limits Review – 20mph)**

The deputation expressed disappointment in the responses of the consultation, sharing, if the parents of Prestonfield Primary School had knowledge of this, there would have been many more respondents in favour support of 20 mph on Peffermill Road and the introduction of other measures including double yellow lines and keep clear markings on the road. They shared their concerns and asked for the local walking routes around the school to be improved.

**(d) Sight Scotland and Sight Scotland Veterans
(in relation to item 10 – Road Safety – Service and Delivery Plan)**

The deputation expressed their belief that all roads need to be safe and accessible for all, and putting people with visual impairment at the centre of decision-making is essential for ensuring streets meet the needs of blind and partially

sighted people. They also shared key issues for consideration regarding pedestrian crossings for people who have a visual impairment.

2. Minutes

Decision

To approve the minute of the Transport and Environment Committee of 14 September 2023 as a correct record.

3. Work Programme

The Transport and Environment Committee Work Programme was presented.

Decision

- 1) To provide an update on the consultation on changes to Restalrig Road South to committee members and ward councillors.
- 2) To add March 2024 as the expected date for the report in February 2024 on carers parking permits.
- 3) To note the November agenda would be reviewed to ensure adequate time for discussion of the report on the Tram Inquiry.
- 4) To note an update on pavement parking would be provided in November.
- 5) To otherwise note the work programme.

(Reference – Work Programme 12 October 2023, submitted.)

4. Rolling Actions Log

The Transport and Environment Committee Rolling Actions Log was presented.

Decision

- 1) To agree to close the following actions:
 - Action 26 – Asset transfer – Ex-City Development Assets
 - Action 27 – Risk Based Approach to Road Safety Inspections – Update
 - Action 32 – School Travel Plan Review Update
 - Action 34 (1) – Response to motion by Cllr Booth – Rainbow Bridge / Lindsay Road Bridge – infilling
 - Action 37 (2) - Major Junctions Review Update
 - Action 45 – Waste and Cleansing Service Policy Assurance Statement
 - Action 52(1) – Maintenance of Footways and Cycleways
 - Action 56 – Petition to CEC – Transport and Environment Committee East London Street
 - Action 65 – Work Programme

- Action 67 – Edinburgh Parking Workplace Levy
 - Action 72(1, 2 and 3) – Motion by Councillor Rae – Illegal Parking Disrupting Tam Operations
 - Action 73 – Motion by Councillor Day – Heart of Midlothian Football Club
- 2) To agree action 31 (Draft Road Safety Action Plan – Delivering City Mobility Plan) would remain open.
 - 3) To note the remaining outstanding actions.

(Reference – Rolling Actions Log 12 October 2023, submitted.)

5. Business Bulletin

The Transport and Environment Committee Business Bulletin was submitted.

Decision

- 1) To provide a briefing note on CEC Recovery Ltd and any land it held.
- 2) To confirm whether any safety measures could be made at the steep steps and slope at Greenside Row.
- 3) To note a ward members briefing would be provided on the handover of the tram project.
- 4) To otherwise note the Business Bulletin.

(Reference – Business Bulletin 12 October 2023, submitted.)

6. Incorrect Parking on Tram Route

A report summarised the progress made on finding a solution to remove incorrectly parked vehicles from the tram line and discharged the motion by Councillor Rae.

Motion

- 1) To note the report.
- 2) To note that officers would continue to investigate cost effective solutions for removing vehicles from the tram route.
- 3) To discharge the motion by Councillor Rae.
 - moved by Councillor Arthur, seconded by Councillor Faccenda.

Amendment 1

- 1) To note the report as an update.
- 2) To note that officers would continue to investigate cost effective solutions for removing vehicles from the tram route.
- 3) To note that the contents of the report were based on the original motion by Councillor Rae, rather than the substantially amended composite motion that was approved by Council on 31 August 2023.
- 4) To note that as a result, several actions from the composite motion remained outstanding.

- 5) To therefore agree to receive a further report to the January meeting of the Transport and Environment Committee so that the outstanding actions could be addressed.

- moved by Councillor Dijkstra-Downie, seconded by Councillor Lang

Amendment 2

- 1) To note the report.
- 2) To note that officers would continue to investigate cost effective solutions for removing vehicles from the tram route and to agree to provide a briefing to transport spokespeople and ward councillors once a solution had been identified.
- 3) To discharge the motion by Councillor Rae.
- 4) To agree to update committee on progress as part of the existing process of tendering and contract development for the new parking contract, by September 2024.

- moved by Councillor Booth, seconded by Councillor O'Neill

In accordance with Standing Order 22.12, Amendment 1 and Amendment 2 were accepted as addenda to the motion.

Decision

To approve the following adjusted motion by Councillor Arthur:

- 1) To note the report as an update.
- 2) To note that officers would continue to investigate cost effective solutions for removing vehicles from the tram route and to agree to provide a briefing to transport spokespeople and ward councillors once a solution had been identified.
- 3) To note that the contents of the report were based on the original motion by Councillor Rae, rather than the substantially amended composite motion that was approved by Council on 31 August 2023.
- 4) To note that as a result, several actions from the composite motion remained outstanding.
- 5) To therefore agree to receive a further report to the January meeting of the Transport and Environment Committee so that the outstanding actions could be addressed.
- 6) To agree to update committee on progress as part of the existing process of tendering and contract development for the new parking contract, by September 2024.

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

7. East London Street

The report responded to the request by the Committee to address residents' concerns about the issue of excessive traffic, particularly out of service buses, on East London Street.

Motion

- 1) To note the update on the actions taken by Lothian Buses to reduce vehicles using East London Street and also the actions taken by the Council in response to resident concerns.
- 2) To note that traffic monitoring would be carried out and the results would be reported to Committee in the Business Bulletin on 11 January 2024.
- 3) To note that the annual nitrogen dioxide monitoring data for East London Street would form part of the Council's annual air quality monitoring report for 2024.
 - moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment

- 1) To note the update on the actions taken by Lothian Buses to reduce vehicles using East London Street and also the actions taken by the Council in response to resident concerns.
- 2) To note that traffic monitoring would be carried out and the results would be reported to Committee in the Business Bulletin on 11 January 2024.
- 3) To note that the annual nitrogen dioxide monitoring data for East London Street would form part of the Council's annual air quality monitoring report for 2024.
- 4) To note that East London Street (ELS) sat in near proximity to several key infrastructure hubs (Annandale Street Bus Depot, McDonald Road Fire Station and Gayfield Police Station) in addition to being situated in the city centre and therefore was likely to always have an element of high axle weight through-traffic without an intervention from the Council. Due to the setted nature of the street, this impacted residential amenity regarding the noise impact of said traffic.
- 5) To further note that major works to ELS had been unable to be carried out for a number of years due to Phase 1 and Phase 2 of the tram works, which restricted what works could be carried out across the city centre.
- 6) To recognise the Annandale Bus Depot as a significant centre of transport infrastructure that benefits the city, but to understand that the scale of its operations did impact the residential amenity of surrounding streets. This was especially significant in those streets that were setted such as ELS.
- 7) To understand that without intervention, it was likely to be multiple years before ELS setted carriageway was fixed, and that once reinstated could degrade quickly due to levels of heavy vehicle usage.
- 8) To therefore request officers bring a report to committee on 11 January 2024 alongside the results of the traffic monitoring detailing:
 - The merit and demerits for maintaining the status quo on ELS inclusive of cost, impact on noise levels, sustainability, timescale for the reconstruction of the setts.
 - The merits and demerits for reprofiling ELS from setted to standard carriageway inclusive of cost, impact on noise levels, sustainability,

timescale for the tarmacking the central carriageway, recommendations for resident engagement ahead of making this transition and process for obtaining an exemption to the setted street policy.

- Additional potential and costed options for improving the sustainability of the status-quo or tarmacked carriageway via restricting heavy traffic movements inclusive of any recommendations to improve the environment around St. Mary's Primary School.
- 9) To request officers work with Lothian Busses to understand the total access and egress options for the operation of the Annandale Street depot to identify whether adjustments to the surrounding road network could benefit a more sustainable and evenly spread operation lessening the impact on surrounding residential amenity overall.
- moved by Councillor McFarlane, seconded by Councillor Aston

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 Arthur:

- 1) To note the update on the actions taken by Lothian Buses to reduce vehicles using East London Street and also the actions taken by the Council in response to resident concerns
- 2) To note that traffic monitoring would be carried out and the results would be reported to Committee in the Business Bulletin on 11 January 2024
- 3) To note that the annual nitrogen dioxide monitoring data for East London Street would form part of the Council's annual air quality monitoring report for 2024.
- 4) To note that East London Street (ELS) sat in near proximity to several key infrastructure hubs (Annandale Street Bus Depot, McDonald Road Fire Station and Gayfield Police Station) in addition to being situated in the city centre and therefore was likely to always have an element of high axle weight through-traffic without an intervention from the Council. Due to the setted nature of the street, this impacted residential amenity regarding the noise impact of said traffic.
- 5) To further note that major works to ELS had been unable to be carried out for a number of years due to Phase 1 and Phase 2 of the tram works, which restricted what works could be carried out across the city centre.
- 6) To recognise the Annandale Bus Depot as a significant centre of transport infrastructure that benefits the city, but to understand that the scale of its operations did impact the residential amenity of surrounding streets. This was especially significant in those streets that were setted such as ELS.
- 7) To understand that without intervention, it was likely to be multiple years before ELS setted carriageway was fixed, and that once reinstated could degrade quickly due to levels of heavy vehicle usage.

- 8) To therefore request officers bring a report to committee on 11 January 2024 alongside the results of the traffic monitoring detailing:
- The merit and demerits for maintaining the status quo on ELS inclusive of cost, impact on noise levels, sustainability, timescale for the reconstruction of the setts.
 - The merits and demerits for reprofiling ELS from setted to standard carriageway inclusive of cost, impact on noise levels, sustainability, timescale for the tarmacking the central carriageway, recommendations for resident engagement ahead of making this transition and process for obtaining an exemption to the setted street policy.
 - Additional potential and costed options for improving the sustainability of the status-quo or tarmacked carriageway via restricting heavy traffic movements inclusive of any recommendations to improve the environment around St. Mary's Primary School.
- 9) To request officers work with Lothian Buses to understand the total access and egress options for the operation of the Annandale Street depot to identify whether adjustments to the surrounding road network could benefit a more sustainable and evenly spread operation lessening the impact on surrounding residential amenity overall.

Declaration of interest

Councillor Faccenda made a transparency statement in respect of the above item as the partner of an employee of Lothian Buses.

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

8. St James Quarter - Introduction of an Experimental Traffic Regulation Order

Approval was sought to commence the statutory procedures to make an Experimental Traffic Regulation Order (ETRO), necessitated by the St James Quarter regeneration project as described in the report by the Executive Director of Place.

Motion

- 1) To agree that St James Square had been designed to be principally a pedestrian space and an area where people could sit and linger.
 - 2) To agree therefore not to proceed with the ETRO trial.
 - 3) To request a new TRO that permitted access beyond the bollards for pedestrians only, with access for emergency vehicles as required.
- moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment

To agree not to approve the commencement of the statutory procedures for an Experimental Traffic Regulation Order (ETRO) as detailed in Appendix 3 to the report.

- moved by Councillor Aston, seconded by Councillor McFarlane

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 Arthur:

- 1) To agree that St James Square had been designed to be principally a pedestrian space and an area where people could sit and linger.
- 2) To agree not to approve the commencement of the statutory procedures for an Experimental Traffic Regulation Order (ETRO) as detailed in Appendix 3.
- 3) To request a new TRO that permitted access beyond the bollards for pedestrians only, with access for emergency vehicles as required.

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

9. Reform of the Council's Transport Companies

The report provided a progress update on the reform of the Council's transport companies and set out the final model for the integrated approach, alongside the creation of a new Shareholder Forum.

Motion

- 1) To approve the approach to the integration of Edinburgh Trams and Lothian Buses as set out in the report by the Executive Director of Place.
- 2) To agree the closure of Transport for Edinburgh in its current form.
- 3) To agree that Council officers should draft revisions to all relevant documentation including the shareholder agreement and operating contract.
- 4) To agree the terms of reference of the Shareholder Forum at Appendix 1 to the report, subject to any comments from the minority shareholders. Any proposed changes would be reported back to Committee.
- 5) To note that Edinburgh Trams and Lothian Buses were part of what defined Edinburgh, and to agree that their continued success was due to the commitment shown by all who worked at these companies and Transport for Edinburgh.
- 6) To agree that the continued success of bus and tram operations in Edinburgh was key to our Capital's economic prosperity and Net Zero ambitions.
- 7) To agree that the January 2024 Business Bulletin should provide a concise summary of the powers the UK Transport Act 1985 and the Transport (Scotland) Act 2019 gave local authorities to control or influence public transport operations.
 - moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment

- 1) To note the concerns expressed at the time of the findings of the short life working group on the Council's Transport ALEOs being published, and that officers were now proposing a different scheme to that agreed by a majority decision of the Council in August 2021.

- 2) To note committee believed the issues raised originally about Edinburgh Trams being a subsidiary company of Lothian Buses were not fully addressed by the alternative contracting model set out.
- 3) To note committee believed that, more than two years on, it also remained unclear as to what tangible benefits would be delivered for passengers from these structural changes.
- 4) To express specific concern at the proposal to close Transport for Edinburgh at a time when a strategic and integrated approach was needed towards transport across the city.
- 5) To therefore agree not to progress the changes as proposed.
- 6) To agree that, once the final Public Transport Action Plan was agreed, officers would look to update the ownership agreement in place with Lothian Buses to ensure it was fit for purpose taking into account the Transport (Scotland) Act 2019, and that officers would return to committee with a new agreement for approval.
- 7) To note meanwhile, committee believes there was merit in establishing a stakeholder forum similar to that set out in appendix 1 but with respect to Lothian Buses, and to agree officers would seek to pursue this with minority shareholders before returning to committee for final decision.
 - moved by Councillor Lang, seconded by Councillor Dijkstra-Downie

Voting

The voting was as follows:

For the motion	–	7 votes
For the amendment	–	4 votes

(For the motion – Councillors Arthur, Aston, Booth, Dobbin, Faccenda, McFarlane and O’Neill.

For the amendment – Councillors Cowdy, Dijkstra-Downie, Lang and Munro.)

Decision

To approve the motion by Councillor Arthur.

Declaration of interest

Councillor Faccenda made a transparency statement in respect of the above item as the partner of an employee of Lothian Buses.

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

10. Road Safety – Service and Delivery Plan Update for 2023/24

The report provided an update on the scope, workload, resource capacity, proposed delivery plan and outstanding Committee actions for the Council’s Road Safety and Local Traffic teams.

Motion

- 1) To note the update on the Council's road safety service and delivery plan.
- 2) To approve the Core Business Update and associated priorities (Appendix 1 to the report).
- 3) To approve the proposed changes to the delivery timescales for the outstanding actions agreed by Committee (Appendix 2).
- 4) To approve the proposed Road Safety Delivery Plan for 2023/24 (Appendix 3).
- 5) To regret that the current resources available to the road safety team were not sufficient to meet the reasonable expectations of the public.
- 6) To request that the Road Safety – Service and Delivery Plan 2024/25 plan be tabled for approval as soon as possible after the February 2024 budget meeting.
 - moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment 1

- 1) To note the update on the Council's road safety service and delivery plan.
- 2) To approve the Core Business Update and associated priorities (Appendix 1).
- 3) To approve the proposed changes to the delivery timescales for the outstanding actions agreed by Committee (Appendix 2).
- 4) To approve the proposed Road Safety Delivery Plan for 2023/24 (Appendix 3).
- 5) To note data from the Insurance Institute for Highway Safety which suggested that pedestrian deaths involving SUVs were increasing at a faster rate than other cars; to further note data from the VIAS institute in Belgium which suggested that with every 300kg increase in the mass of a car, the probability of death for vulnerable road users increased by 23%; to further note the recent call from the European Transport Safety Council to ban SUVs in urban areas, and to therefore agree that the next road safety delivery programme, due to be presented to committee in March 2024, would explore the feasibility of steps to discourage or restrict larger and heavier vehicles in the city.
- 6) To note that modal filters could have significant road safety benefits when introduced in residential neighbourhoods, and to therefore agree that the new Local Traffic team outlined in paragraph 4.14 of the report would consider a mechanism to allow the roll out of modal filters to any residential neighbourhood where these measures were needed or requested by a significant number of residents, and feed back on delivery of these mechanisms to committee.
 - moved by Councillor Booth, seconded by Councillor O'Neill

Amendment 2

- 1) To express significant concern at the continued delays to the delivery of important road safety projects across the city, and to therefore welcome the updates provided in the report and which were designed to address this, including the creation of a new infrastructure delivery team.

- 2) To agree the priorities for road safety as set out in 4.3 of the report, with the following adjustments:
 - 4.3.2 amended to also include the implementation of action plans arising from School Travel plan reviews;
 - A new additional priority of making full use of external funding sources for road safety;

and notes how these priorities were to be resourced, as set out in appendix 1.
- 3) To approve the proposed changes to the delivery timescales for the outstanding actions agreed by Committee (Appendix 2).
- 4) To approve the proposed Road Safety Delivery Plan for 2023/24 (Appendix 3) but to note how resourcing issues mean this revised plan represented significantly less in the way of delivered projects than what was set out to committee in December 2022.
- 5) To agree the report did not address rolling action 31 from 8 December 2022 and that there remained an outstanding action to provide a members' briefing, detailing the specific speed reduction measures to be introduced for those schemes listed in Appendix 3, sections B and C.

- moved by Councillor Lang, seconded by Councillor Dijkstra-Downie

In accordance with Standing Order 22.12, Amendment 1 was adjusted and accepted as an addendum to the motion. Amendment 2 was accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor Arthur:

- 1) To express significant concern at the continued delays to the delivery of important road safety projects across the city, and therefore to welcome the updates provided in the report and which were designed to address this, including the creation of a new infrastructure delivery team.
- 2) To agree the priorities for road safety as set out in 4.3 of the report, with the following adjustments:
 - 4.3.2 amended to also include the implementation of action plans arising from School Travel plan reviews;
 - A new additional priority of making full use of external funding sources for road safety;

and notes how these priorities were to be resourced, as set out in appendix 1.
- 3) To approve the proposed changes to the delivery timescales for the outstanding actions agreed by Committee (Appendix 2).
- 4) To approve the proposed Road Safety Delivery Plan for 2023/24 (Appendix 3) but to note how resourcing issues meant this revised plan represented significantly less in the way of delivered projects than what was set out to committee in December 2022.

- 5) To regret that the current resources available to the road safety team were not sufficient to meet the reasonable expectations of the public.
- 6) To request that the Road Safety – Service and Delivery Plan 2024/25 plan be tabled for approval as soon as possible after the February 2024 budget meeting.
- 7) To note data from the Insurance Institute for Highway Safety which suggested that pedestrian deaths involving SUVs were increasing at a faster rate than other cars; to further note data from the VIAS institute in Belgium which suggested that with every 300kg increase in the mass of a car, the probability of death for vulnerable road users increased by 23%; to further note the recent call from the European Transport Safety Council to ban SUVs in urban areas, and to therefore agree that the next road safety delivery programme, due to be presented to committee in March 2024, would explore the feasibility of steps to discourage or restrict larger and heavier vehicles in the city, including via parking permits and environmental orders.
- 8) To note that modal filters could have significant road safety benefits when introduced in residential neighbourhoods, and to therefore agree that the new Local Traffic team outlined in paragraph 4.14 of the report would consider a mechanism to allow the roll out of modal filters to any residential neighbourhood where these measures were needed or requested by a significant proportion of residents, and feed back on delivery of these mechanisms to committee.
- 9) To agree the report did not address rolling action 31 from 8 December 2022 and that there remained an outstanding action to provide a members' briefing, detailing the specific speed reduction measures to be introduced for those schemes listed in Appendix 3, sections B and C.

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

11. Actions to Deliver Edinburgh's City Mobility Plan Consultation Update

The report summarised the findings from the 'Actions to Deliver Edinburgh's City Mobility Plan' consultation and engagement process, which ran for 12 weeks from 17 April until 9 July 2023.

Motion

- 1) To note the findings from the 'Actions to Deliver Edinburgh's City Mobility Plan' consultation and next steps.
- 2) To note that refinement and finalisation of the action plans and Future Streets Framework (Circulation Plan) would be undertaken alongside the first review of the City Mobility Plan (CMP).

Amendment 1

- 1) To note the findings from the 'Actions to Deliver Edinburgh's City Mobility Plan' consultation and next steps.

- 2) To note that refinement and finalisation of the action plans and Future Streets Framework (Circulation Plan) would be undertaken alongside the first review of the City Mobility Plan.
- 3) To note that, in order to meet the council's climate emissions targets and to achieve the key performance indicators set out in the City Mobility Plan, we must be ambitious and some policies would be required which were supported in market research but less so in the consultation responses and workshop findings due to a less representative reach; to agree that in these cases a degree of political leadership and consideration of the Climate and Nature emergencies was required from all councillors; and to expect that, when the first review of the CMP was presented to committee in February 2024, additional actions for consideration to meet the aims of the CMP would not be limited to those which appeared in the public's response.
 - moved by Councillor O'Neill, seconded by Councillor Bandel

Amendment 2

- 1) To note the findings from the 'Actions to Deliver Edinburgh's City Mobility Plan' consultation and next steps.
- 2) To note that refinement and finalisation of the action plans and Future Streets Framework (Circulation Plan) would be undertaken alongside the first review of the City Mobility Plan.
- 3) To recognise:
 - The consultation was a major piece of work for a very complex City Mobility Plan that would have significant impacts across the city.
 - Formulating simple questions about complex issues was a difficult task.
 - The Consultation raised many interesting points but there was little consensus beyond marginal or only relatively strong support for the suite of actions.
- 4) To acknowledge:
 - Concerns had been raised about question wording and the provision of clear information; that may not meet Consultation or Market Research standards, that may not be adequate to inform decision making, and that could be legally challenged.
 - The City Council was a member of The Consultation Institute that could provide a robust audit of end-to-end consultations process to provide public endorsement.
- 5) To therefore instruct officers to investigate how to refer this report to the Consultation Institute so it could be put through their end-to-end quality assurance audit process before February 2024, and to report the results of this investigation to Committee in one cycle.
- 6) To further acknowledges that the consultations on the City Mobility Plan and the various supporting plans and strategies had yet to consult the public on street

design layouts and traffic circulation routes within the city. That the result was that the wider public had no appreciation of the impact the dramatic changes envisaged would have on everyday journeys both locally and city-wide and that no indication of public support for change could be evidenced until this work was set out in a way that individuals could assess relative to the impact it would have on the journeys they made on a regular basis.

- 7) To therefore agree that any final decision could only be taken when a comprehensive masterplan of proposed changes was set out, alongside full costings and impacts on public transport and businesses in the city, and that when such a plan was available it would be subject to full public consultation prior to starting work on individual projects.

- moved by Councillor Munro, seconded by Councillor Cowdy

In accordance with Standing Order 22.12, Amendment 1 was accepted as an addendum to the motion. Amendment 2 was adjusted and accepted as an addendum to the motion.

Voting

The voting was as follows:

For the motion (as adjusted) - 9 votes
For Amendment 2 - 2 votes

(For the motion (as adjusted) – Councillors Arthur, Aston, Booth, Dijkstra-Downie, Dobbin, Faccenda, Lang, McFarlane and O'Neill.

For the amendment – Councillors Cowdy and Munro.)

Decision

To approve the following adjusted motion by Councillor Arthur:

- 1) To note the findings from the 'Actions to Deliver Edinburgh's City Mobility Plan' consultation and next steps.
- 2) To note that refinement and finalisation of the action plans and Future Streets Framework (Circulation Plan) would be undertaken alongside the first review of the City Mobility Plan.
- 3) To note that, in order to meet the council's climate emissions targets and to achieve the key performance indicators set out in the City Mobility Plan, we must be ambitious and some policies would be required which were supported in market research but less so in the consultation responses and workshop findings due to a less representative reach; to agree that in these cases a degree of political leadership and consideration of the Climate and Nature emergencies was required from all councillors; and to expect that, when the first review of the CMP was presented to committee in February 2024, additional actions for consideration to meet the aims of the CMP would not be limited to those which appeared in the public's response.
- 4) To recognise:
 - The consultation was a major piece of work for a very complex City Mobility Plan that would have significant impacts across the city; and

- Formulating simple questions about complex issues was a difficult task.

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

12. Litter Bin Siting Policy

The report proposed revisions to the existing Litter Bin Siting policy in response to Elected Member feedback on the original policy.

Motion

To approve the revised Litter Bin Siting Policy (Appendix 1 to the report by the Executive Director of Place).

- moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment 1

To approve the revised Litter Bin Siting Policy (Appendix 1) with the following inclusion:

Replace paragraph 4.13 with:

As per Edinburgh Design Guidance: Part C – Detailed Design Manual PT2 – Bus Stops, bins should be located downstream of a bus stop and within five (5) metres of the bus stop. This ensures better accessibility and visibility for both passengers and drivers. The type of bin provided will be a minimum of 140 litres where the width of the footway supports this. There is a clear correlation between lower cleanliness scores and areas of higher deprivation so bus stops in these areas will be the initial focus for review.

- moved by Councillor O'Neill, seconded by Councillor Booth

Amendment 2

1) To note the Litter Bin siting Policy in Annex 1 and wishes to add:

1.1) under Prioritisation Criteria

- 'Key routes in relation to secondary schools' to request more detail in the next report on Neighbourhood Environmental Services due to be reported back to Committee in May 2024 on the policy detail on providing litter bins around schools and to report on any schools where the requirement is not being met.

1.2) under Prioritisation Criteria

- 'Public transport hubs' to add a final point: "bins to be placed downstream unless factors prevent this being possible".

1.3) under Premier Parks and other similar green spaces, to agree:

- In premier parks that draw large groups during periods of fine weather during the summer, particularly at weekends and on public holidays, larger and /or additional facilities should be provided with additional uplifts to minimise the excessive waste that arises as a result of under provision, and to request information on this to be included in Neighbourhood Environmental Services update in May 2024.

- 1.4) under Recycling
 - notes the challenges described in respect of separating waste streams for recycling under current policy and practices and requests a report on best practice (e.g., from other leading European cities) to be included in the next report on Neighbourhood Environmental Services due to be reported back to Committee in May 2024
 - 1.5) under Litter Bin Siting Policy Appendix 1: Factors for Consideration
 - requests more detail around the considerations in respect of “Terrorism” and requests more detail around the factors in the next report on Neighbourhood Environmental Services due to be reported back to Committee in May 2024, including a report on best practice (e.g., from other leading European cities).
- moved by Councillor Dobbin, seconded by Councillor Aston

Amendment 3

- 1) To note the Litter Bin Siting Policy is not a litter reduction strategy as the Council has suggested to the media and that no approval should be given until such a strategy is produced so that litter bins can be sited in line with a wider approach to reducing littering in the city.
 - 2) To agree that Officers develop a clear litter reduction strategy with measurable goals and results, and operational targets.
 - 3) The strategy should set out, amongst other things:
 - 3.1) The Council’s theory of behaviour change, and show clearly what interventions, in addition to positioning and emptying litter bins, the Council will make to ensure those bins are used, including an assessment of the work of Keep Scotland Beautiful on behaviour change interventions.
 - 3.2) It should also assess the considerable learning from Councils in other parts of the UK to look for ideas on public communications and local signage as well as bin siting policies.
 - 3.3) In addition to patronage information from current bins, it should include data on heavily littered areas (including more than 20m from a road) and information gathered from engagement and liaison with Community Councils and other stakeholder groups.
- moved by Councillor Cowdy, seconded by Councillor Munro

In accordance with Standing Order 22.12, Amendment 1 and Amendment 2 were accepted as addenda to the motion. Amendment 3 was adjusted and accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor Arthur:

- 1) To approve the revised Litter Bin Siting Policy (Appendix 1) with the following inclusion

Replace 4.13 with:

“As per Edinburgh Design Guidance: Part C – Detailed Design Manual PT2 – Bus Stops, bins should be located downstream of a bus stop and within five (5) metres of the bus stop. This ensures better accessibility and visibility for both passengers and drivers. The type of bin provided will be a minimum of 140 litres where the width of the footway supports this. There is a clear correlation between lower cleanliness scores and areas of higher deprivation so bus stops in these areas will be the initial focus for review.”

- 2) To add to the Litter Bin Siting Policy:
 - 2.1) under Prioritisation Criteria
 - ‘Key routes in relation to secondary schools’ - to request more detail in the next report on Neighbourhood Environmental Services due to be reported back to Committee in May 2024 on the policy detail on providing litter bins around schools and to report on any schools where the requirement was not being met.
 - 2.2) under Prioritisation Criteria,
 - ‘Public transport hubs’ to add a final point: “bins to be placed downstream unless factors prevent this being possible”.
 - 2.3) under Premier Parks and other similar green spaces, to agree:
 - In premier parks that draw large groups during periods of fine weather during the summer, particularly at weekends and on public holidays, larger and /or additional facilities should be provided with additional uplifts to minimise the excessive waste that arose as a result of under provision, and to request information on this to be included in Neighbourhood Environmental Services update in May 2024.
 - 2.4) under Recycling
 - To note the challenges described in respect of separating waste streams for recycling under current policy and practices and to request a report on best practice (e.g., from other leading European cities) to be included in the next report on Neighbourhood Environmental Services due to be reported back to Committee in May 2024.
 - 2.5) under Litter Bin Siting Policy Appendix 1: Factors for Consideration
 - To request more detail around the considerations in respect of “Terrorism” and requests more detail around the factors in the next report on Neighbourhood Environmental Services due to be reported back to Committee in May 2024, including a report on best practice (e.g., from other leading European cities).
- 3) To agree that officers would develop a clear litter reduction strategy with measurable goals and results, and operational targets.

- 4) To agree the strategy should set out, amongst other things, information gathered from engagement and liaison with Community Councils and other stakeholder groups.

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

13. Revenue Budget Monitoring 2023/24 - Month Three Position

The report summarised the out-turn for financial year 2022/23 and focused on month three 2023/24 revenue monitoring position (including early projections) for the services within the remit of the Committee.

Decision

- 1) To note the 2022/23 outturn position for the services within the remit of the Transport and Environment Committee (Appendix 1).
- 2) To note that services within the remit of the Committee were collectively forecasting an underspend against budget of £0.365m for 2023/24, as at month three. This was the net position after adjustment for relevant provisions made in respect of eligible Covid-19 impact and inflationary cost pressures.
- 3) To note the Place Directorate overall was forecasting a net pressure of £1.95m as at month three after adjustment for the impact of relevant provisions made.
- 4) To note appropriate measures would continue to be progressed to offset budget pressures and fully deliver approved savings targets to achieve a position in line with the approved revenue budget for 2023/24.
- 5) To note routine updates would continue to be provided to Committee at agreed frequencies during the remainder of the year.

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

14. Speed Limits Review - 20mph

The report presented the results of the consultation, undertaken between November 2022 and February 2023 on proposals to extend 20mph speed limits in Edinburgh.

Decision

- 1) To note the findings from the Speed Limits consultation exercise.
- 2) To note that the next steps with the findings of this review would be presented to Committee in February 2024, alongside the first review of the City Mobility Plan and the associated action plans.
- 3) To note that a key concern raised by residents was the perceived effect reducing the speed limit on roads to 20mph would have on journey times and emissions, and therefore to agree that the February 2024 report would detail any impact for vehicles travelling along selected key routes.
- 4) To note the concerns that continually changing the speed limit on key routes had on driver frustration, and therefore to agree steps should be taken to minimise this in any proposals tabled in February 2024.

- 5) To note the points made by Friends of Prestonfield Primary School in their written deputation and asks that:
 - 5.1) The February 2024 report would give due consideration to switching the speed limits adjacent to all primary and secondary schools (public and private) to 20mph.
 - 5.2) An update be provided to the January 2024 Committee which gave consideration to the other points raised (crossings, parking and KEEP CLEAR markings).
- 6) To agree officers should consider how best to ensure the views of residents of streets are prioritised over those of commuters and people residing outwith the area.
- 7) To circulate the consultation responses to members.

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

15. Speed Limits Review – Rural Roads

A summary was presented detailing the outcome of the consultation on introducing slower speed limits on rural roads. The consultation was undertaken between November 2022 and February 2023.

Decision

- 1) To note the findings from the Rural Roads Speed Limits consultation.
- 2) To note that a final implementation plan would be presented to Committee alongside the first review of the City Mobility Plan and Action Plans in February 2024.

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

16. Heart of Midlothian Football Club

The report responded to the adjusted motion, approved by the Council on 31 August 2023 on Heart of Midlothian Football Club's 150th anniversary year.

Motion

- 1) To note the update on Heart of Midlothian Football Club's plans to celebrate its 150th anniversary in 2024.
 - moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment

- 1) To note the update on Heart of Midlothian Football Club's plans to celebrate its 150th anniversary in 2024.
- 2) To note that Heart of Midlothian FC had experienced some delays meaning that the proposed works to the Haymarket Memorial would now not proceed this year and to therefore delete paragraph 5.1 and replace it with: "Council officers will continue to work with the Football Club to support the refurbishment works for the Haymarket Memorial to commence in 2024."

- moved by Councillor Aston, seconded by Councillor Dobbin

In accordance with Standing Order 22.12, the amendment was accepted as an addendum to the motion.

Decision

- 1) To note the update on Heart of Midlothian Football Club's plans to celebrate its 150th anniversary in 2024.
- 2) To note that Heart of Midlothian FC had experienced some delays meaning that the proposed works to the Haymarket Memorial would now not proceed this year and to therefore delete 5.1 and replace it with: "Council officers will continue to work with the Football Club to support the refurbishment works for the Haymarket Memorial to commence in 2024."

(References – Act of Council No 29 of 31 August 2023; report by the Executive Director of Place, submitted.)

17. Motion by the Councillor Aston - HES Strategic Plan for Holyrood Park

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

- "1) To welcome the publication of [Historic Environment Scotland's Outline Strategic Plan for Holyrood Park](#), which sets out to align with key Council strategies such as the City Mobility Plan, City Plan 2030, and the draft net zero 2030 Climate Strategy.
- 2) To welcome as particularly relevant to the work of this Committee the provisional objectives to:
'Make active travel the dominant travel mode through and to the Park'
And to achieve that:
'Steps will be implemented to very substantially reduce, or remove all, vehicular through traffic from the Park to significantly reduce conflict between users and vehicles and improve the quality of user experience in the Park.'
And to deliver:
'a comprehensive network of paths and active travel routes across the Park for all users and visitors'
And to ensure that:
'Access for All will be facilitated across the Park through appropriate measures based on a robust Access Audit that unlocks barriers to access and helps develop a truly inclusive Park.'
- 3) To note that, as this document is currently an outline strategic plan which is subject to a 12-week consultation which runs until 19th December 2023, little detail has as yet been provided on what steps will be implemented and in what timeframe to achieve these valuable outcomes.

- 4) To further note that while the outline strategic plan states that the City of Edinburgh Council is among the organisations with which HES enjoys a close relationship in relation to the management of Holyrood Park on behalf of the people of Edinburgh and of Scotland, there are no formalised arrangements for the involvement of key stakeholders in the management of the site and that the Council has a crucial role to play in changes such as this because it is the local transport authority and is responsible for all roads around and connecting to the Park.
- 5) To recognise and praise the work of the Car Free Holyrood campaign in persuading HES over time to come to a position where substantially reducing or removing vehicular through traffic from the Park is one of their key provisional objectives
- 6) To agree that council officers will seek to formalise the stakeholder relationship with HES in relation to the Park's management and will write to HES to feed into the ongoing consultation, with the draft consultation response being reported in the November committee's Business Bulletin before being submitted, and will promote the HES consultation to Edinburgh residents via the Council's social media channels."

Motion

To approve the motion by Councillor Aston.

- moved by Councillor Aston, seconded by Councillor McFarlane

Amendment 1

- 1) Welcomes the publication of [Historic Environment Scotland's Outline Strategic Plan for Holyrood Park](#), which sets out to align with key Council strategies such as the City Mobility Plan, City Plan 2030, and the draft net zero 2030 Climate Strategy.
- 2) Welcomes as particularly relevant to the work of this Committee the provisional objectives to:
 - 'Make active travel the dominant travel mode through and to the Park'*
 - And to achieve that:
 - 'Steps will be implemented to very substantially reduce, or remove all, vehicular through traffic from the Park to significantly reduce conflict between users and vehicles and improve the quality of user experience in the Park.'*
 - And to deliver:
 - 'a comprehensive network of paths and active travel routes across the Park for all users and visitors'*
 - And to ensure that:
 - 'Access for All will be facilitated across the Park through appropriate measures based on a robust Access Audit that unlocks barriers to access and helps develop a truly inclusive Park.'*

- 3) And notes that, as this document is currently an outline strategic plan which is subject to a 12-week consultation which runs until 19th December 2023, little detail has as yet been provided on what steps will be implemented and in what timeframe to achieve these valuable outcomes.
- 4) To further note that while the outline strategic plan states that the City of Edinburgh Council is among the organisations with which HES enjoys a close relationship in relation to the management of Holyrood Park on behalf of the people of Edinburgh and of Scotland, there are no formalised arrangements for the involvement of key stakeholders in the management of the site and that the Council has a crucial role to play in changes such as this because it is the local transport authority and is responsible for all roads around and connecting to the Park.
- 5) To recognise and praise the work of the Car Free Holyrood campaign in persuading HES over time to come to a position where substantially reducing or removing vehicular through traffic from the Park is one of their key provisional objectives
- 6) To agree that council officers will seek to formalise the stakeholder relationship with HES in relation to the Park's management and will write to HES to feed into the ongoing consultation, with the draft consultation response being reported in the November committee's Business Bulletin before being submitted, and will promote the HES consultation to Edinburgh residents via the Council's social media channels.
- 7) To note that as part of the circulation plan development Council Officers committed to continued discussion with HES on the management of the roads in Holyrood Park with "a view to further reducing traffic" and agrees that the consultation responses should maintain this position.
- 8) To further agree that the consultation responses should make clear that if HES does decide to stop traffic cutting through the park the Council will support them and work with them to minimise any negative impacts on the surrounding communities.
- 9) To agree that the consultation response should make clear that any use of the car parks in the park should be focused on park users.
 - moved by Councillor Arthur, seconded by Councillor Faccenda

Amendment 2

- 1) To welcome the publication of [Historic Environment Scotland's Outline Strategic Plan for Holyrood Park](#).
- 2) To note as particularly relevant to the work of this Committee the provisional objectives to:
 - 'Make active travel the dominant travel mode through and to the Park'*And to achieve that:

‘Steps will be implemented to very substantially reduce, or remove all, vehicular through traffic from the Park to significantly reduce conflict between users and vehicles and improve the quality of user experience in the Park.’

And to deliver:

‘a comprehensive network of paths and active travel routes across the Park for all users and visitors’

And to ensure that:

‘Access for All will be facilitated across the Park through appropriate measures based on a robust Access Audit that unlocks barriers to access and helps develop a truly inclusive Park.’

- 3) To note that, as this document is currently an outline strategic plan which is subject to a 12-week consultation which runs until 19th December 2023, little detail has as yet been provided on what steps will be implemented and in what timeframe to achieve these valuable outcomes.
- 4) To further note that while the outline strategic plan states that the City of Edinburgh Council is among the organisations with which HES enjoys a close relationship in relation to the management of Holyrood Park on behalf of the people of Edinburgh and of Scotland, there are no formalised arrangements for the involvement of key stakeholders in the management of the site and that the Council has a crucial role to play in changes such as this because it is the local transport authority and is responsible for all roads around and connecting to the Park.
- 5) To recognise that additional restrictions on the use of Queen’s Drive will have negative impacts, particularly in surrounding areas, from displaced traffic on journey times, congestion and pollution.
- 6) To agree that council officers will seek to formalise the stakeholder relationship with HES in relation to the Park’s management and will write to HES to feed into the ongoing consultation, with the draft consultation response being reported in the November committee’s Business Bulletin before being submitted, and will promote the HES consultation to Edinburgh residents via the Council’s social media channels.
- 7) Recognises the importance of Queens’s Drive and Duddingston Low Road around the edge of the park for Emergency Services and for residents to get around the city or access to enjoy the park, particularly for the elderly and others with restricted mobility.
 - moved by Councillor Munro, seconded by Councillor Cowdy

Amendment 3

- 1) To welcome the publication of [Historic Environment Scotland’s Outline Strategic Plan for Holyrood Park](#), which sets out to align with key Council strategies such as the City Mobility Plan, City Plan 2030, and the draft net zero 2030 Climate Strategy.

- 2) To welcome as particularly relevant to the work of this Committee the provisional objectives to:
- ‘Make active travel the dominant travel mode through and to the Park’*
- And to achieve that:
- ‘Steps will be implemented to very substantially reduce, or remove all, vehicular through traffic from the Park to significantly reduce conflict between users and vehicles and improve the quality of user experience in the Park.’*
- And to deliver:
- ‘a comprehensive network of paths and active travel routes across the Park for all users and visitors’*
- And to ensure that:
- ‘Access for All will be facilitated across the Park through appropriate measures based on a robust Access Audit that unlocks barriers to access and helps develop a truly inclusive Park.’*
- 3) To note that, as this document is currently an outline strategic plan which is subject to a 12-week consultation which runs until 19th December 2023, little detail has as yet been provided on what steps will be implemented and in what timeframe to achieve these valuable outcomes.
- 4) To further note that while the outline strategic plan states that the City of Edinburgh Council is among the organisations with which HES enjoys a close relationship in relation to the management of Holyrood Park on behalf of the people of Edinburgh and of Scotland, there are no formalised arrangements for the involvement of key stakeholders in the management of the site and that the Council has a crucial role to play in changes such as this because it is the local transport authority and is responsible for all roads around and connecting to the Park.
- 5) To recognise and praise the work of the Car Free Holyrood campaign in persuading HES over time to come to a position where substantially reducing or removing vehicular through traffic from the Park is one of their key provisional objectives
- 6) Given the extensive work done by volunteers across multiple charities and shared ambition of all parties on making Holyrood Park safer, to urge HES to proactively involve stakeholders such as Spokes and Living Streets through all strategic processes.
- 7) To agree that council officers will seek to formalise the stakeholder relationship with HES in relation to the Park’s management and will write to HES to feed into the ongoing consultation, with the draft consultation response being reported in the November committee’s Business Bulletin before being submitted, and will promote the HES consultation to Edinburgh residents via the Council’s social media channels.”

- moved by Councillor O’Neill, seconded by Councillor Booth

In accordance with Standing Order 22.12, Amendment 1 and Amendment 3 were accepted as addenda to the motion. Amendment 3 was adjusted and accepted as an addendum into the motion.

Voting

The voting was as follows:

For the motion (as adjusted) - 9 votes

For Amendment 2 - 2 votes

(For the motion (as adjusted) – Councillors Arthur, Aston, Booth, Dijkstra-Downie, Dobbin, Faccenda, Lang, McFarlane and O'Neill)

(For Amendment 2 – Councillors Cowdy and Munro.)

Decision

To approve the following adjusted motion by Councillor Aston:

- 1) To welcome the publication of [Historic Environment Scotland's Outline Strategic Plan for Holyrood Park](#), which set out to align with key Council strategies such as the City Mobility Plan, City Plan 2030, and the draft net zero 2030 Climate Strategy.
- 2) To note as particularly relevant to the work of this Committee the provisional objectives to:
 - 2.1) *'Make active travel the dominant travel mode through and to the Park'*
And to achieve that:
'Steps will be implemented to very substantially reduce, or remove all, vehicular through traffic from the Park to significantly reduce conflict between users and vehicles and improve the quality of user experience in the Park.'
 - 2.2) And to deliver:
'a comprehensive network of paths and active travel routes across the Park for all users and visitors'
 - 2.3) And to ensure that:
'Access for All will be facilitated across the Park through appropriate measures based on a robust Access Audit that unlocks barriers to access and helps develop a truly inclusive Park.'
- 3) To note that, as this document was currently an outline strategic plan which was subject to a 12-week consultation which would run until 19th December 2023, little detail had as yet been provided on what steps would be implemented and in what timeframe to achieve these valuable outcomes.
- 4) To further note that while the outline strategic plan stated that the City of Edinburgh Council was among the organisations with which HES enjoyed a close relationship in relation to the management of Holyrood Park on behalf of the people of Edinburgh and of Scotland, there were no formalised arrangements for

the involvement of key stakeholders in the management of the site and that the Council had a crucial role to play in changes such as this because it was the local transport authority and was responsible for all roads around and connecting to the Park.

- 5) To recognise and praise the work of the Car Free Holyrood campaign in persuading HES over time to come to a position where substantially reducing or removing vehicular through traffic from the Park was one of their key provisional objectives.
- 6) To agree, given the extensive work done by volunteers across multiple charities and shared ambition of all parties on making Holyrood Park safer, to urge HES to proactively involve stakeholders such as Spokes and Living Streets through all strategic processes.
- 7) To agree that council officers would seek to formalise the stakeholder relationship with HES in relation to the Park's management and would write to HES to feed into the ongoing consultation, with the draft consultation response being reported in the November Committee's Business Bulletin before being submitted, and would promote the HES consultation to Edinburgh residents via the Council's social media channels.
- 8) To note that as part of the circulation plan development Council Officers committed to continued discussion with HES on the management of the roads in Holyrood Park with "a view to further reducing traffic" and to agree that the consultation responses should maintain this position.
- 9) To further agree that if the consultation responses should make clear that if HES decided to stop traffic cutting through the park the Council would support them and work with them to minimise any negative impacts on the surrounding communities.
- 10) To agree that the consultation response should make clear that any use of the car parks in the park should be focused on park users.

18. Motion by Councillor Dijkstra-Downie - Trial of speed-responsive traffic lights

The following motion by Councillor Dijkstra-Downie was submitted in terms of Standing Order 17:

- "1) To note previous trials in London and Swindon of speed-sensitive traffic signals that turn red when a speeding car approaches, or alternatively are red by default and only change to green when approaching drivers adhere to the speed limit. Drivers learn that speeding on streets with such signals will require them to stop at the light and be delayed as a result.
- 2) To understand that this technology is already in use in other European countries including Spain and the Netherlands, in the US including in Boulder, CO and Washington D.C., and has recently been trialled in Montreal, Canada.

- 3) To ask for a report to the Transport and Environment Committee in February 2024 on feasibility and costs to trial this technology in Edinburgh as a potential speed-reduction measure.”

Motion

To approve the motion by Councillor Dijkstra-Downie.

Amendment

- 1) To note previous trials in London and Swindon of speed-sensitive traffic signals that turn red when a speeding car approaches, or alternatively are red by default and only change to green when approaching drivers adhere to the speed limit. Drivers learn that speeding on streets with such signals will require them to stop at the light and be delayed as a result.
- 2) To understand that this technology is already in use in other European countries including Spain and the Netherlands, in the US including in Boulder, CO and Washington D.C., and has recently been trialled in Montreal, Canada.
- 3) To ask for a report to the Transport and Environment Committee in March 2024 on feasibility and costs to trial this technology in Edinburgh as a potential speed-reduction measure.
- 4) To note that “Reverse Speed Discrimination Signals” have been installed on the A75 at Springholm since 2017 under a trial operated by Transport Scotland.
- 5) To ask that Council Officers include an update on this trial as part of the report requested.
 - moved by Councillor Arthur, seconded by Councillor Faccenda

In accordance with Standing Order 22.12, the amendment was accepted as an addendum to the motion.

Decision

To approve the following adjustment by Councillor Dijkstra-Downie:

- 1) To note previous trials in London and Swindon of speed-sensitive traffic signals that turned red when a speeding car approached, or alternatively were red by default and only changed to green when approaching drivers adhered to the speed limit. Drivers learned that speeding on streets with such signals would require them to stop at the light and be delayed as a result.
- 2) To understand that this technology was already in use in other European countries including Spain and the Netherlands, in the US including in Boulder, CO and Washington D.C., and had recently been trialled in Montreal, Canada.
- 3) To ask for a report to the Transport and Environment Committee in March 2024 on feasibility and costs to trial this technology in Edinburgh as a potential speed-reduction measure.
- 4) To note that “Reverse Speed Discrimination Signals” had been installed on the A75 at Springholm since 2017 under a trial operated by Transport Scotland.

- 5) To ask that Council Officers include an update on this trial as part of the report requested.

Work Programme

Transport and Environment Committee

11 January 2024

Title / description	Purpose/Reason	Executive/ Routine	Lead Officer	Directorate	Expected Date
Major Junctions Review	Update on procurement and resources plan for delivery	Executive	Gavin Brown	Place	11 January 2024
Electric Vehicle Charging Procurement Strategy	Outlining the proposed procurement strategy for Electric Vehicle Charging	Executive	Gavin Brown	Place	11 January 2024
East London Street	Action from Committee on 13.10.2023 to include traffic monitoring survey results	Executive	Sean Gilchrist	Place	11 January 2024
Transport Asset Management Plan	Update report, including the prioritisation methodology (Rolling Actions Log) as agreed by Committee on 15.09.2023	Routine	Sean Gilchrist	Place	11 January 2024
Annual Air Quality Update	Annual Update	Routine	Daisy Narayanan	Place	11 January 2024
Update on implementation of phase 1 of Strategic Review of Parking	Requested on 15.09.2023	Routine	Gavin Brown	Place	11 January 2024
Incorrect Parking on the Tram Route	Actions from the Council on 31.08.2023 and follow up from	Routine	Gavin Brown	Place	11 January 2024

		Committee on 12.10.2023				
	Bike Hire, Car Hire and Congestion	Motion by Councillor Arthur on 15.09.2023 to update Committee no later than January 2024.	Routine	Daisy Narayanan Gavin Brown	Place	11 January 2024
	Tram Project	Response to motion by Councillor Mowat from the Council meeting on 31.08.2023	Routine	Hannah Ross	Place	11 January 2024
	Transport Forum Working Group	Draft Remit and Terms of Reference for the Transport Forum	Routine	Alison Coburn	Place	11 January 2024
	Financial Monitoring Update	Month 5 monitoring update	Routine	Susan Hamilton	Place	11 January 2024
	Improvements at Portobello Junctions	Committee requested an update on actions no later than January 2024 (action from 15.06.2023)	Update	Gavin Brown	Place	11 January 2024
	Kirkliston Junction Reconfiguration	Update on the monitoring of traffic signal changes.	Business Bulletin	Mark Love	Place	11 January 2024
	School Travel Plan Update	Progress Update	Business Bulletin	Gavin Brown	Place	11 January 2024
	Supported Bus Services (including Ratho Services) Update	Requested by Committee on 17.08.2023 for a monthly Business Bulletin update	Business Bulletin	Daisy Narayanan	Place	11 January 2024
	Reform of the Council's Transport Companies	Update on report from 12.10.2023, to include action agreed by Committee.	Business Bulletin	Hannah Ross	Place	11 January 2024
	Update on the Accessibility	Update, linked to Councillor O'Neill's motion on reinforcing	Business	Daisy Narayanan	Place	11 January 2024

	Commission	the Equal Pavements Pledge	Bulletin			
	Speed Limits Review – 20mph	Update on consideration given to the points raised in the Prestonfield Primary School deputation on 12.10.2023	Update	Daisy Narayanan	Place	11 January 2024

Future Plan

	Title / description	Purpose/Reason	Executive/ Routine	Lead Officer	Directorate	Expected Date
	City Mobility Plan	First Review	Executive	Daisy Narayanan	Place	1 February 2024
	Circulation Plan	Circulation Plan	Executive	Daisy Narayanan	Place	1 February 2024
	Circulation Plan Action Plans <ul style="list-style-type: none"> • Active Travel • Air Quality • Parking • Public Transport • Road Safety 	Circulation Plan associated action plans for Approval, including the Parking Action Plan (PAP to include update from October 2022 report to include review of parking bands (as requested by Committee on 18.05.2023) and on parking dispensations (as requested by Committee on 15.06.2023)	Executive	Daisy Narayanan	Place	1 February 2024
	Rural Roads Speed Limit Implementation Plan	Implementation proposals following consultation (as reported to Committee on 12.10.2023)	Executive	Daisy Narayanan	Place	1 February 2024
	20mph Speed Limit Implementation Plan	Implementation proposals following consultation (as	Executive	Daisy Narayanan	Place	1 February 2024

		reported to Committee on 12.10.2023 and include the actions agreed by Committee on 12.10.2023)				
	Community Requirements for Supported Bus Services	Response to a motion from the Council on 30 June 2022 and following Business Bulletin Update on 18 May 2023	Executive	Daisy Narayanan	Place	1 February 2024
	On-Street Secure Cycle Parking Project	Action agreed by Committee on 18.05.2023	Executive	Daisy Narayanan	Place	1 February 2024
	Response to motion by Councillor Thornley – Parkgrove Drive	Action arising from motion from Committee on 20.04.2023	Routine	Gavin Brown	Place	1 February 2024
	Supported Bus Services (including Ratho Services) Update	Requested by Committee on 17.08.2023 for a monthly Business Bulletin update	Business Bulletin	Daisy Narayanan	Place	1 February 2024
	Sciennes Primary School Playground	Update following conclusion of the statutory process for a permanent closure	Business Bulletin	Gavin Brown	Place	1 February 2024
	Update on Fair Fares Review	Action from Committee on 18 May 2023 to report back to Committee when the review has concluded	Update	Hannah Ross	Place	1 February 2024
	Workplace Parking Levy	Action from Committee on 02.03.2023 to complete the tasks set out in section 5 of the report with a view to public consultation being completed and the finding assessed by the end of February 2024.	Executive	Gareth Dixon	Place	7 March 2024

	Road Safety Delivery Plan 2024/25	Annual update, to include exploration of the feasibility of steps to discourage or restrict larger and heavier vehicles in the city including via parking permits and environmental orders (action from Committee 12.10.2023)	Executive	Gavin Brown	Place	7 March 2024
	Active Travel Investment Programme Update	Update on the active travel investment programme to include impact of costs for projects, such as George Street and FNT) as requested by Committee on 15.06.2023.	Executive	Daisy Narayanan	Place	7 March 2024
	Local Traffic Improvement Programme	Update on the creation of a Local Traffic Improvement Programme (formerly Neighbourhood Environment Programme (NEPs))	Executive	Gavin Brown	Place	7 March 2024
	Health Care Workers Parking Permit	Update on the permit scheme	Executive	Gavin Brown	Place	7 March 2024
	Motion by Councillor Staniforth – Updating the Taxicard Service	Motion approved by the Council on 17 March 2022	Executive	Gavin Brown	Place	7 March 2024
	Motion by Councillor Lang – Travelling Safely	Report requested on 15.06.2023 - report on Greenbank to Meadows	Executive	Daisy Narayanan	Place	7 March 2024
	Annual Update on Accessibility for Placemaking and Transport Projects	Annual Update, following report to Committee on 2 March 2023	Routine	Daisy Narayanan	Place	7 March 2024
	Transport ALEO Annual Update	Annual Update	Routine	Daisy Narayanan	Place	7 March 2024

	Speed Responsive Traffic Lights	Action agreed by Committee on 12.10.2023 in response to motion by Councillor Dijkstra-Downie	Routine	Gavin Brown	Place	7 March 2024
	Place – Financial Monitoring	Regular Update	Routine	Susan Hamilton	Place	7 March 2024
	Trams to Newhaven Project	To provide details of the handover arrangements for the project and a summary of lessons learned	Routine	Hannah Ross	Place	7 March 2024 (TBC)
	Mobility Analysis	Business Bulletin update requested on 17.08.2023 on progress with Smart Cities Strategies	Business Bulletin	Gavin Brown	Place	7 March 2024
	Petition to Pedestrianise Elm Row	Update on progress	Business Bulletin	Gavin Brown	Place	7 March 2024
	Neighbourhood Environmental Services Policies	Annual Update. Review of weeds policy to include the potential to accelerate phasing out of glyphosate and non-glyphosate approaches (action 15.09.2023) and the actions agreed on Litter Bin Siting (12.10.2023)	Routine	Andy Williams	Place	23 May 2024
	Communal Bin Review	Including update on review of bin hub locations in phases 1, 2 and A to be reported to Committee (Action 18.05.2023)	Routine	Karen Reeves	Place	23 May 2024
	Update on flooding	Following update in May 2023, a	Business	Stephen Knox	Place	23 May 2024

		further update will be prepared for Committee in May 2024.	Bulletin			
	Kirkliston and Queensferry Traffic and Active Travel Study	Annual Update	Business Bulletin	Daisy Narayanan	Place	20 June 2024
	Pavement Parking on Leith Walk	Update on pavement parking on Leith Walk following completion of the tram works and the introduction of pavement parking enforcement powers (arising from a motion by Councillor Caldwell on 16.12.2022 and a Business Bulletin update on 18.05.2023).	Business Bulletin	Gavin Brown	Place	20 June 2024
	Parking Contract	Action from Committee on 8 December 2022 to ensure that offices engage and brief group transport spokespeople during the process of tender and contract development for the new parking contract	Engagement	Gavin Brown	Place	By September 2024
	Parking Contract Tendering and Contract Development Update	Action agreed by Committee on 12.10.2023	Business Bulletin or Routine	Gavin Brown	Place	By September 2024
	Update on Use of Glyphosate	Action from 15.09.2023 to report back to Committee in one year	Routine	Andy Williams	Place	September 2024
	Strategic Review of Parking – Abbeyhill Colonies	Action from Committee on 18.08.2022 to monitor and review, with public consultation, not later than 12 months after implementation of new parking	Executive	Gavin Brown	Place	Autumn 2024

		restrictions. To report the findings back to Committee.				
	Strategic Review of Parking – Phase 2 (including Stadium Parking)	As reported to Committee in September 2023, it is anticipated that monitoring will be completed in Q1/Q2 2024, with a report to Committee as soon as possible thereafter	Executive	Gavin Brown	Place	Autumn 2024
	Annual Update on Car Kilometres	Annual Update	Business Bulletin	Kevin Hewie	Place	Autumn 2024
	Leith Connections Update	Update on monitoring post implementation of ETRO	Routine/ Business Bulletin	Daisy Narayanan	Place	Currently expected by March 2025
	Edinburgh Cycle Hire Scheme Update	Action from Committee on 2 February 2023	Business Bulletin	Daisy Narayanan	Place	To be confirmed
	Response to motion by Councillor McFarlane – Tollcross Clock	Action from the Council on 24 November 2022 and update on 17 August 2023	Routine	Daisy Narayanan	Place	The date will be confirmed following stakeholder engagement
	Modal Filters in Residential Neighbourhoods	Action from Committee on 12 October 2023 to feedback on delivery	Feedback	Gavin Brown	Place	The date for this will be confirmed once the new Local Traffic team is in place

Rolling Actions Log

Transport and Environment Committee

16 November 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	18-03-19	Neighbourhood Environment Programme and Community Grants Fund (referral from the South East Locality Committee)	To agree that the Executive Director of Place would re-visit the methodology used to allocate funding for each Locality from the carriageway and footpath capital budget for improvements to local roads and footpaths, consult with each political group, and report back to Committee with recommendations.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	7 March 2024		Previous updates: 12 October 2023 ; 15 June 2023 .
2	28-03-19	Motion by Councillor Jim Campbell – Strategic Transport Analysis North West Locality (referral from the North West Locality)	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 daisy.narayanan@edinburgh.gov.uk	01.02.2024		This will form part of the development of the Circulation Plan Framework.



No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Committee)					
3	12-09-19	Strategic Review of Parking – Review Results for Areas 4 and 5 and Proposed Implementation Strategy	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.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	01.02.2014		
4	05-12-19	Transport and Environment Committee Business Bulletin	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 daisy.narayanan@edinburgh.gov.uk	01.02.2024		This will form part of the development of the Circulation Plan Framework.
5	05-12-19	Kirkliston and Queensferry Traffic and Active Travel Study	To agree to a Business Bulletin update in six months on the progress of the actions as agreed in the report.	Executive Director of Place Lead Officer: Daisy Narayanan Daisy.narayanan@edinburgh.gov.uk	20.06.2024		Previous updates: 14 October 2021 ; 31 March 2022 ; 15 June 2023 .

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
6	05-12-19	Gilmore Place Driveway Parking Overhanging Footway – Response to Motion	Agrees an update report within the next 12 months, on the impact of activities outlined in the report, any further measures to address the issue, and implications for other streets facing similar pressures.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	Early 2024		This will be reviewed again when the regulations for footway parking come into effect. Previous update - 31 March 2022 . Committee agreed to keep this action open for a further update to be provided.
	28-01-21	Strategic Review of Parking – Results Phase 1 Consultation and General Update	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 the strategic review of parking.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	December 2024		This will be incorporated into a future report on the Strategic Review of Parking by December 2024
8	19-02-21	City Mobility Plan	Calls for officers to reflect development of national transport strategy and priorities at the first major review of the City Mobility	Executive Director of Place Lead Officer: Daisy Narayanan	01.02.2024		Update was provided to Committee in October 2021. Review cycle has review

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Plan	daisy.narayanan@edinburgh.gov.uk			scheduled for February 2024.
9	22-04-21	Business Bulletin – Climate Risk Assessment	To agree to provide a briefing note how on the Council are to undertake the climate risk assessment.	Executive Director of Place Lead Officer: Gareth Barwell gareth.barwell@edinburgh.gov.uk	15.12.2023		A number of updates on the Council's approach to Climate Change were reported to Policy and Sustainability Committee on 17 November 2022 . This is expected to be covered in updates to Policy and Sustainability Committee before the end of the calendar year.
10	17-06-21	Petition for consideration - Pedestrianise Elm Row	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 gavin.brown@edinburgh.gov.uk	07.03.2024		This will follow the extension of the tram line extension becoming operational. Previous updates: 12 October 2023 ; 31 March 2022 .

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
11	17-06-21	City Centre West to East Cycle Link and Street Improvements Project - Proposed design changes and Statutory Orders Update	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	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	07.03.2024		It is proposed to report back to Committee on this project as part of a review of active travel investment.
12	17-06-21	Cammo Road – Trial Vehicle Prohibition (Road Closure)	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: Gavin Brown gavin.brown@edinburgh.gov.uk	Early 2024		Previous updates: 3 November 2022 ; 20 April 2023 .
13	17-06-21	Funding Third Sector Delivery Partner: Changeworks Resources for Life	To agree that a Business Bulletin item would be brought back on a pilot to support reusing items rather than throwing them out.	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	On-going		
14	11-11-21	Active Travel	To request a particular focus from	Executive Director of	Early 2024		This will form part of

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Measures – Travelling Safely Updates	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.	Place Lead Officer: Daisy Narayanan Daisy.narayanan@edinburgh.gov.uk			the monitoring strategy for the Travelling Safely measures. Update report - 17.08.2023 .
5	27-01-22	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	To request a further report from the Executive Director of Place on the matter.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		An update on the approach to School Travel Plans is included in the Road Safety Delivery Plan report on 12.10.2023. Previous updates: 28 January 2021 ; 17 June 2021 ; 8 December 2022 ; 2 March 2023 ; 15 June 2023
16	27-01-22	Kirkliston Junction Reconfiguration	To note the intention to undertake journey time assessments before	Executive Director of Place	11.01.2024		An update on this was included in the

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No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			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.	Lead Officer: Gavin Brown Gavin.brown@edinburgh.gov.uk			Business Bulletin on 15 June 2023 .
17	Council 17-03-22	Motion by Councillor Douglas – Review of Stadium Parking (See agenda)	Extract of the motion: 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.	Executive Director of Place Lead officer: Gavin Brown Gavin.brown@edinburgh.gov.uk	Autumn 2024		Previous updates: 14 September 2023 .
18	31-03-22	Petition by James Gillespie’s High School Eco Group – Motion by Councillor Miller (see agenda)	Extract of the motion: 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	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		Previous updates: 28 January 2021 ; 17 June 2021 ; 8 December 2022 ; 2 March 2023 ; 15 June 2023 ; 12 October 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			creation of the Road Safety Action Plan.				
19	31.03.22	Motion by Councillor Neil Ross - Call for Action on Zebra Markings for Side Streets	<p>To therefore, approve proceeding with a study to monitor the operation of existing low cost zebra crossings in Edinburgh, at locations that were not on the public road network.</p> <p>To agree that an update report be provided to Committee in six months on the outcomes of the study.</p>	<p>Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk</p>	On-going		Previous updates: 14 September 2023 ; 2 March 2023 ; 6 October 2022
20	Council 30-06-22	<p>Motions By Councillor Whyte and Councillor Mowat – Restoring a Bus Service for Willowbrae/Lady Nairn and Bus for Dumbiedykes</p> <p>(See agenda)</p>	<p>Extract of the motion:</p> <p>Council therefore agrees that officers should provide a report to the Transport Committee within two cycles detailing the subsidy required to restore a bus service to the Willowbrae/Lady Nairne area in order that budget approval for such a service could be sought.</p> <p>Report on the short term options</p>	<p>Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk</p>	01.02.2024		<p>An update on the procurement of Supported Bus Services is included on the agenda on 16.11.2023</p> <p>Previous Updates: 17 August 2023; 18 May 2023; and 8 December 2022.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>for improving access for the Dumbiedykes community to their essential services recognising their calls over many years for improved regular scheduled bus access.</p> <p>Report to the Transport and Environment Committee in two cycles as per the decisions of committee on 27 February 2020, and contextualising this within a wider review of community requirements for supported bus services across Edinburgh, considering alternative models of provision including demand responsive transport and community transport noting recent schemes in the SEStran area, and providing financial information on provision of supported bus services or alternative models which will allow groups to bring forward budget proposals.</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
21 A	18.08.22	Business Bulletin – Petition on Station Road, Ratho Station (See Agenda)	To engage with Ward Members regarding the Petition on Station, Ratho Station.	Executive Director of Place Lead officer: Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		An update on the approach to School Travel Plans is included in the Road Safety Delivery Plan report on 12.10.2023.
21 B Page 56	08.12.22	Rolling Actions Log – action 29 (Station Road, Ratho Station)	Instructs officers to engage directly with ward councillors and the community association on options around a HGV restriction on Station Road within the next six weeks, so a substantive business bulletin update can be provided to the February meeting of the committee	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		Previous updates: 28 January 2021 ; 17 June 2021 ; 8 December 2022 ; 2 March 2023 ; 15 June 2023 ; 12 October 2023
22	18.08.22	Updated Pedestrian Crossing Prioritisation 2022/23	1) Agrees that the relevant officers will meet with Living Streets Edinburgh and the Edinburgh Access Panel to discuss introducing GPA signal types in Edinburgh. Agrees that if implementation is feasible, all future new, upgraded and replacement	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		An update on the Road Safety Delivery Plan was submitted on 12.10.2023 .

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			crossing should be considered for GPA status. To include this into the Pedestrian Crossing Prioritisation report and bring the report to Committee in the next 12 months.				
Page 57			2) Outcome of funding application to Road Safety Improvement Fund and impact on the delivery of the prioritisation plan to be reported in a future Business Bulletin update.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	May 2023		Closed May 2023 A Business Bulletin update is included on 18.05.2023.
23	18.08.22	Strategic Review of Parking – Results of Phase 1 Traffic Order	To agree that the process of monitoring and review within the Abbeyhill colonies should involve public consultation not later than twelve months after the implementation of the new controlled parking restrictions; with a subsequent Committee report on the consultation results and a recommendation on whether to retain this area within	Executive Director of Place Lead officer: Gavin Brown Gavin.brown@edinburgh.gov.uk	Autumn 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			the N6.				
24	18.08.22	Evaluation of the 20mph Speed Limit Roll Out – Three Years Post Implementation	To agree that Officers would examine how existing research on driver Behavioural Trends to understand why driver's do not adhere to the 20mph speed.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	12.10.2023		Recommended for closure An update on the Speed Limits Review for 20mph was reported to Committee on 12.10.2023
Page 58	06.10.22	Cleaning Up Edinburgh – Motion by Councillor Whyte	1) Recognises that a significant amount of the litter generated in the City Centre and our Town Centres relates to single-use coffee cups. Therefore, asks that Officers engage with Keep Scotland Beautiful to understand what lessons can be learnt from their “Cup Movement” campaign which was run in partnership with Glasgow City Council. An update on this should be provided as part of the next street cleansing report, including	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	April 2023	20.04.23	Closed April 2023 An update on this was included in the Street Cleansing Performance Update report to Committee on 20.04.2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 59			previous initiatives to reduce coffee cup usage				
			2) Agrees that officers should return to committee before the end of January with a business bulletin update on whether existing systems would be able to deliver a means testing of free special uplifts to those in receipt of council tax reduction, as described in paragraph 4.61.2.	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	16.11.2023		Recommended for closure An update on this is included in the Cleansing Performance Update on 16.11.2023. Previous update: 20.04.2023 .
			3) Requests a report from officers in three cycles exploring measures and initiatives to support and advance the zero waste hierarchy in Edinburgh, including but not limited to share and reuse networks, reuse and repair hubs, upcycling facilities, and refill shops	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	April 2023	20.04.23	Closed April 2023 An update on this was included in the Street Cleansing Performance report on 20.04.2023.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 60			4) Includes in the report on possible improvement through additional resource for budget consideration the costs of improved enforcement resource around littering, fly-tipping and dumping. This to be in addition to Street Litter Control Notices as businesses are not the sole source of these issues. Enforcement options should also be outlined to allow for the enforcement of park rules, seeking a reduction of littering, dumping and inappropriate barbecue use in parks	Executive Director of Place Lead Officer: Andy Williams andy.williams@edinburgh.gov.uk	April 2023	April 2023	Closed April 2023 An update on this was included in the Street Cleansing Performance report on 20.04.2023.
	26	27.10.22 (Council)	Motion by Councillor Hyslop - School Bicycle Storage (See agenda)	Requests a report to be submitted to Education, Children and Families Committee, to be referred to Transport and Environment Committee within 3 cycles which outlines potential	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	On-going	

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			targets for increasing the uptake of cycling, scooting and skating to school in the City and strategies to meet them. The information to be detailed in the report was included in the approved motion.				Committee once this activity is completed.
27	24.11.22	Motion by Councillor McFarlane – Tollcross Clock	Extract of approved motion: Requests a report in three cycles with the information to be included in the approved motion.	Executive Director of Place Lead officer: Daisy Narayanan Daisy.narayanan@edinburgh.gov.uk	On-going		Previous update: 17.08.2023 . A date to return to Committee will be added once the timeline for stakeholder engagement is confirmed.
28	08.12.22	Brunstane Road Closure (Progression to a Permanent Traffic Regulation Order)	1) Notes continued concerns raised by residents regarding road safety on Brighton Place and Southfield Place and calls for officers to return to committee in the next school travel plan update with recommendations to improve safety with particular	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		Previous update: 12.10.2023 . Vehicle Activated Signs to be installed (on rotation) on Brighton Place.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 62			reference to this route to/from school.				
			2) Requests therefore that officers identify further mitigations for the Brighton Place/Southfield Place corridor, potentially including speed bumps, chicanes, or other traffic calming measures, and that further monitoring is conducted with a view towards increasing mitigations should evidence indicate that those are needed.	Executive Director of Place Lead officer: Cliff Hutt Cliff.hutt@edinburgh.gov.uk	June 2023		Closed June 2023 An update on this is included in the Business Bulletin on 15 June 2023
29	08.12.22	Draft Road Safety Action Plan – Delivering City Mobility Plan	Agrees that officers should provide a follow up members' briefing, detailing the specific measures which will be introduced by the end of 2023 under the sections of 'accident investigation and prevention', 'section 75s', 'school travel', and 'further speed reduction	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	On-going		Committee agreed not to close this action on 12.10.2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			measures' of appendix 2.				
30	02.02.23	Update on Council Transport Arms Length Companies	1) To request a presentation to Committee on the timescales of decarbonising the Lothian Bus fleet.	Executive Director of Place Lead Officer: Hannah Ross Hannah.ross@edinburgh.gov.uk	On-going		This is being progressed with Lothian Buses for presentation to Committee at a future date.
			2) To request a briefing for members on the progress against Service Level Agreements; and include more of this detail in the next report to Committee.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	07.03.2024	This will be followed up in preparation for the next annual update to Committee	
31	02.02.23	Response to motion by Cllr Booth – Rainbow Bridge / Lindsay Road Bridge - infilling	1) Notes the strong desire in the local community to ensure that the Pride Bridge continues to play a key role as a monument for the LGBT+ community, maintains an area of public space similar to the existing arrangement and provides a	Executive Director of Place Lead Officer: Stephen Knox Stephen.knox@edinburgh.gov.uk	11.01.2024		Closed October 2023 Funding has been secured from Sustrans to proceed with design of a replacement bridge

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>key active travel link and instructs that any design work for a revision to the structure needs to be co-produced with the local community and the LGBT+ community;</p> <p>2) Therefore agrees the solution which best meets the needs of the community, retains the LGBT+ cultural landmark and reinstates the active travel route is to progress on the basis of the overall principles of option 2, but to undertake a feasibility study to explore alternative value-engineered deck configurations to meet community needs and deliver cost and carbon savings, including the option of an embankment under one or more spans and including the option to preserve and refurbish some or all of the</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>existing structure;</p> <p>3) Therefore asks officers to submit a bid to Sustrans for a feasibility study and a detailed design which retains the three crucial elements of the Pride Bridge and to provide a clear programme in a further update report to committee, that sets out the anticipated timescale for this design to be complete, a detailed project cost to be established and the date by which officers expect to be in a position to submit a bid for capital funding to allow delivery of this project.</p> <p>4) Notes that if additional funding is not identified by winter 2023/24, the bridge deck will need to be removed to ensure public safety, and therefore agrees that if the gap funding is not identified</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 66			<p>by 1 November 2023, a further report will be brought back to committee on options to agree the way ahead.</p> <p>5) Further notes that diversion works will be paused in the interim, with the exception of receiving relevant budget estimates, and further notes this matter should be considered as part of the council's capital budget setting.</p>				
	32	02.03.23	Strategic Business Case for an Edinburgh Workplace Parking Levy	<p>1) Agrees to proceed with an integrated impact assessment, an investment plan and engagement and consultation plan to establish views, issues and opportunities relating to a WPL in Edinburgh as set out in 5.1, prioritising engagement with Edinburgh's trade union movement, and agrees that</p>	<p>Executive Director of Place Lead Officer: Gareth Dixon steven.cuthill@edinburgh.gov.uk</p>	14.09.2023	<p>Closed September 2023</p> <p>A report is included on the agenda for Committee on 14.09.2023.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			these will be reported back to Committee no later than September.				
			2) Agrees that the tasks set out in Section 5 of the report should be progressed with a view to a public consultation being completed and the finding assessed by the end of February 2024.	Executive Director of Place Lead Officer: Gareth Dixon Gareth.dixon@edinburgh.gov.uk	07.03.2024		
Page 67	02.03.23	Response to motion by Councillor Arthur and Project Update - Electric Vehicle Charging	1) That a further update will be provided to Committee prior to commencing procurement. That this update will provide reassurance that the procurement process will be robust and timescales sufficient to encourage the best possible range of providers to take part.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		
			2) Agrees that that further update will address potential need for ultrafast 150kW and 350kW charging points.	Executive Director of Place Lead Officer: Gavin Brown			Closed September 2023 An update is provided

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
				gavin.brown@edinburgh.gov.uk			in the Business Bulletin on 14.09.2023
			3) Further updates on proactive action on misuse of EV bays including by parking attendants but also investigating the potential to remotely monitor and follow up with those who misuse bays during periods when attendants are off duty.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk			Closed September 2023 An update is provided in the Business Bulletin on 14.09.2023
			4) Officers to explore additional areas for inclusion in a concession-type contract, such as lamppost charging where accessible and commercial charging for electric bus operators, and to engage with committee members to shape the contract scope	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		
			5) Agrees the principles of the changes to the charging regime suggested in the	Executive Director of Place Lead Officer: Gavin	11.01.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>report but that officers be requested to consider the following:</p> <ul style="list-style-type: none"> • Removal of the time limit for "fast" (AC 7 or 22 kW) charge points overnight, between 8pm - 8am, to allow EV drivers to charge overnight without them having to move their vehicles at unsuitable times. • Agrees that the 30-minute period for rapid chargers, is extremely short and extends the limit to 90 minutes. • Notes that most private operators do not set a time limit for rapid chargers but instead only allow a car to be charged to 80% capacity because the rate of charge tails off significantly after 80% to 	<p>Brown gavin.brown@edinburgh.gov.uk</p>			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 70			<p>the point where it is no longer rapid anymore – and calls for a further report regarding the implementation of this approach.</p> <ul style="list-style-type: none"> Agrees that there should be no time limit on "fast" (7 kW AC Type 2) charge points at park and rides, but that rapid chargers at park and rides should have a time limit of 90-minutes with overstay penalties enforced. 				
	34	20.04.23	Major Junctions Review Update	<p>1) To include the criteria for the redesign and future proofing of bus shelters when the report comes back to Committee on the design phase; the report to also include information on existing junctions which may be further impacted by population change due to</p>	<p>Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk</p>	11.01.2024	

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			additional housing.				
			2) To request an update via the Business Bulletin on the progress of junction design work by the October Committee.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	12.10.2023		Closed October 2023 An update was included in the Road Safety Delivery Plan report on 12.10.2023
35 Page 71	20.04.23	Roads and Infrastructure Investment – Capital Delivery Priorities for 2023/24	Extract from decision: 1) To agree that updated information is included in all future Roads and Infrastructure Investment Capital Delivery reports and updates. 2) Requests a report within one cycle outlining the current proposed work programme of setted street repair for 2023/24, 2024/25, 2026/27, 2027/28 and 2028/29.	Executive Director of Place Lead Officer: Sean Gilchrist sean.gilchrist@edinburgh.gov.uk	14.09.2023		Closed September 2023 Report on agenda on 14.09.2023.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>3) The report to also include:</p> <ul style="list-style-type: none"> • the current setted street policy as an appendix. • The metrics used by officers to prioritise work on setted streets. • The current annual budget allocation for setted street repair Suggestions for improving the longevity of setted street repair work and for possible ways to improve the accessibility of these streets to those walking, wheeling and cycling through the repair programme. 				
			<p>4) To request an updated methodology of prioritisation in line with the most recent strategies and</p>		11.01.2024		This will be incorporated within the TAMP report for Committee in January

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			City Mobility Plan actions plans in time for the Capital Delivery Priorities for 2024/25.				2024
			5) Where possible, officers to schedule any consultation with stakeholders sufficiently in advance to allow consideration of changes that may required TROs.				Closed September 2023 Report on agenda on 14.09.2023.
36	20.04.23	Motion by Councillor Thornley – Parkgrove Drive (Drum Brae/Gyle – Ward 3)	<p>Extract from motion with actions:</p> <p>Report back to Committee in two cycles outlining options, while protecting the supported 68 bus service to:</p> <ul style="list-style-type: none"> • Make Parkgrove Drive safe for pedestrians and cyclists, especially school pupils • Reduce “rat running” in the area 	<p>Executive Director of Place Lead Officer: Gavin Brown</p> <p>gavin.brown@edinburgh.gov.uk</p>	01.02.2024		<p>Previous update: 17.08.2023. A date for reporting back will be confirmed as soon as possible.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<ul style="list-style-type: none"> Improve the road and footway surface if this can be justified within existing policies and budgets. 				
37	20.04.23	Emergency Motion by Morningside Ward Councillors – Canaan Lane	<p>Extract of motion with actions:</p> <p>To request as a matter of urgency officers seek options to retain the closure at Canaan Lane for a period up until the results of the school travel survey are finalised and permanent alternatives are proposed and put in place as part of this work in consultation with the Parent Council, local residents and other stakeholders. Further requests that officers meet with Ward Councillors to discuss this work and to set out a timeline for longer term improvements in the area.</p>	<p>Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk</p>	On-going		<p>These immediate actions have been progressed and actions to respond to the concerns raised are now being progressed.</p> <p>Previous update: 12.10.2023</p>
38	18.05.23	Secure On-Street Cycle Parking Project – Progress	1) To agree parking bands should be reviewed as part of the October Parking Action Plan report, and	<p>Executive Director of Place Lead officer: Gavin Brown</p>	01.02.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Report	consideration is given to setting the lower end at £2 per week.	Gavin.brown@edinburgh.gov.uk			
			2) Welcomes that once Phase 2 of the scheme is complete it will be significant in scale and income and agrees that in the run-up to contract renewal a report should be brought to Committee which includes the option of bringing the service in-house.	Executive Director of Place Lead Officer: Daisy Narayanan Daisy.narayanan@edinburgh.gov.uk	01.02.2024		
			3) Report should also provide an update on how residents on low incomes (or registered disabled) could access the scheme at a significant reduction, funded by the income to the scheme whilst protecting the £1 levy for maintenance.				
			4) Report by October 2023 to also provide budget information detailing the				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			costs of the subsidy that would be required to bring cycle hangar charges below car parking charges and how it could potentially be funded, and explore the possibility of lowering charges by insourcing the Secure On-Street Cycle Parking project.				
			5) Requests a report to the August committee detailing the methodology for the weighted ranking system that is being used to determine prospective sites for secure on-street cycle parking. Requests that there is a strong weighting applied to SIMD decile to ensure that transport inequalities are addressed through this process.	Executive Director of Place Lead Officer: Daisy Narayanan Daisy.narayanan@edinburgh.gov.uk	17 August 2023		Closed August 2023 This information is included in the Business Bulletin for Committee on 17.08.2023
			5) Furthermore, noting that there is little or no current or proposed provision in high				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 77			<p>SIMD decile areas in the North West, South West, and East of the city, requests that work is done to establish whether provision can be improved in these areas in the current phase and to ensure that it will be in future phases.</p> <p>6) Requests that the report brings forward proactive proposals to increase awareness of the future roll-out of additional secure on-street cycle parking locations and the importance of expressions of interest in these being recorded to indicate the presence of demand, especially in areas which are currently distant from existing units. These will include but not be limited to including information being carried on existing units, inclusion in the Tenants'</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Courier newsletter (and encouragement to RSL partners to include in their equivalent updates to tenants), and via the Council's social media channels.				
39	18.05.23	Communal Bin Review Update	Agrees that the planned review of bin hub locations in phase 1, 2, and A will be reported to the Transport and Environment committee when available.	Executive Director of Place Lead officer: Karen Reeves Karen.reeves@edinburgh.gov.uk	23.05.2024		
40	18.05.23	Response to Motion by Councillor Osler - Flooding	1) An update to be provided in the Business Bulletin in May 2024	Executive Director of Place Lead officer: Stephen Knox Stephen.knox@edinburgh.gov.uk	23.05.2024		
			2) Briefing requested for Inverleith ward members and other interested members on progress on Craighleith Basin	Executive Director of Place Lead officer: Stephen Knox Stephen.knox@edinburgh.gov.uk	07.08.2023		Closed September 2023 Information was circulated to ward

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 41				rgh.gov.uk			Councillors on 07.08.2023.
			3) Notes the decision of committee in relation to report 7.4 on flooding in Kirkliston, and that a further report will come to committee on the option of using £200,000 of the additional £2m for a River Almond Flood Study.	Executive Director of Place Lead officer: Stephen Knox Stephen.knox@edinburgh.gov.uk	14.09.2023		Closed September 2023 This report is included on the agenda for Committee on 14.09.2023.
41	18.05.23	Under 22 Concessionary Travel on Trams	Agrees to receive an update once the Fair Fares Review has been concluded.	Executive Director of Place Lead officer: Hannah Ross Hannah.ross@edinburgh.gov.uk	01.02.2024		The Fair Fares Review is expected to conclude by the end of 2023. Officers will update Committee if any initial feedback is received.
42	18.05.23	Motion by Councillor Meagher – Accidents in the ‘Joppa Triangle’	1) The June Business Bulletin should provide a concise update on any proposed speed reduction measures in the area, and likely implementation schedule.	Executive Director of Place Lead officer: Cliff Hutt Cliff.hutt@edinburgh.gov.uk	June 2023		Closed June 2023 A Business Bulletin update is provided on 15 June 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) Notes the decision by the committee at its meeting on 8 December to introduce sinusoidal speed humps and/or chicanes on Coillesdene Avenue. Notes that it remains unclear whether these road safety measures were implemented at the time and asks for this action to be carried out immediately as soon as possible if it has not been completed yet.	Executive Director of Place Lead officer: Cliff Hutt Cliff.hutt@edinburgh.gov.uk	31.03.2024		Previous update: 15 June 2023 . This action is being progressed as part of the advertising of a Traffic Regulation Order for this area. It is expected that the representations to the TRO will be reported to Licensing Sub-Committee early 2024.
43	15.06.23	Rolling Actions Log	1) To agree to circulate the management agreement to committee members and ward councillors in relation to Action 11 – Wardie Bay Beach – Response to Motion.	Executive Director of Place Lead officer: Steven Cuthill Steven.cuthill@edinburgh.gov.uk	31.12.2023		The legal agreements for each landowner are currently being drafted.
			2) To note a briefing note to be circulated in relation to Action 57 (Motion by	Executive Director of Place Lead officer: Daisy	23 June 2023		Closed September 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Councillor Cowdy – Better Buses for Ratho) with an update on progress.	Narayanan Daisy.naryanan@edinburgh.gov.uk			This action was addressed in a report to Committee on 17.08.2023
44	15.06.23	Business Bulletin	1) To request an update on bike racks at Steads Place.	Executive Director of Place Lead Officer: Hannah Ross Hannah.ross@edinburgh.gov.uk	14.09.2023		Closed September 2023 This is included in the Business Bulletin for Committee on 14.09.2023
			2) To confirm whether complaints were still being received regarding the design of the new crossings along the tram extension route	Executive Director of Place Lead Officer: Hannah Ross Hannah.ross@edinburgh.gov.uk	14.09.2023		Closed September 2023 This is included in the Business Bulletin for Committee on 14.09.2023
			3) To agree to hold a members workshop on school travel plans and school street projects, including considerations of	Executive Director of Place Lead Officer: Gavin Brown	11.01.2024		Previous update: 12.10.2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			whether they could be dealt with in conjunction with each other and to agree that the Education Children and Families Committee be involved in any reviews.	gavin.brown@edinburgh.gov.uk			
45	15.06.23	Response to motion by Councillor Mowat – West Edinburgh Parking Dispensation	1) To consider formalising the process of member consultation and committee approval for parking dispensation arrangements as part of the parking action plan.	Executive Director of Place Lead Officer: Gavin Brown Gavin.Brown@edinburgh.gov.uk	01.02.2024		
			2) To circulate data on the extended parking zones	Executive Director of Place Lead Officer: Gavin Brown Gavin.Brown@edinburgh.gov.uk	31.12.2023		
46	15.06.23	George Street and First New Town –	1) To note that additional engagement would be	Executive Director of Place	30.11.2023		An update will be provided to Transport

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Operational Plan and Project Update	undertaken with residents, businesses and stakeholders prior to finalising specific detailed designs and operational changes relating to North Hanover Street, Frederick Street and North Castle Street with final proposals reported to Committee for approval	Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk			Spokespeople on 20.11.2023
			2) To agree that dialogue on licensed taxi access for people with disabilities should continue and that any related decisions should be paused until an update was provided to Committee at its September meeting. Agree discussions should draw on the experiences of disabled people accessing similar streets and areas elsewhere in the UK.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	On-going		Previous update: 12.10.2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			3) To agree to continue to explore how the plan could deliver genuine priority for pedestrians, wheelers and cyclists while also ensuring accessibility for disabled people and to present results to Committee prior to final approval of the plans.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	30.11.2023		An update will be provided to Transport Spokespeople on 20.11.2023
7	15.06.23	Medium Term Improvements at Portobello High Street/Inchview Terrace/Sir Harry Lauder Road	1) To agree to progress with Option 3 but to ask that all reasonable steps were taken to reduce the impact of changes at the junction on public transport both within this project and as part of any future 20 Minute Neighbourhood proposals for Portobello (subject to the agreement of the Culture and Communities Committee).	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		Previous update: 12.10.2023
			2) To request that officers	Executive Director of	11.01.2024		Previous update:

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 85			investigate potential monitoring and enforcement tools as part of the medium-term junction redesign works.	Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk			12.10.2023
			3) To agree that this additional work (1) should not delay the overall progress of the scheme, but officers should work with public transport providers to consider options such as selective vehicle priority, optimising green times and extending bus lanes (2). To agree that an update on (1) & (2) should be provided to Committee no later than January 2024	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		Previous update: 12.10.2023
48	15.06.23	Maintenance of Footways and	1) To request that, as part of the work on the September	Executive Director of Place	12.10.2023		Closed October 2023 This was included in

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Cycleways	2023 report on weed control, officers review, update and enhance: a) the information available online with respect to the Council's approach to weed control; (b) the mechanism by which residents can report street and footway weeds or opt for local stewardship.	Lead Officer: Murray Black Murray.black@edinburgh.gov.uk			the report to Committee on 14.09.2023
			2) To note that a review would be undertaken on zoning of HRA land, in particular zones 1 and 2.	Executive Director of Place Lead Officer: Murray Black Murray.black@edinburgh.gov.uk	On-going		This is on-going
			3) To circulate a list of areas where Glyphosate would not be used,	Executive Director of Place Lead Officer: Murray Black Murray.black@edinburgh.gov.uk	14.09.2023		Closed September 2023 This is included in the Phased Reduction in

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
				gh.gov.uk			Use of Glyphosate report on 14.09.2023
49	15.06.23	Response to Motion by Councillor Burgess – Sciennes Primary Playground on Sciennes Road	1) To note a further update would be provided following the conclusion of the public advertising stage of the Traffic Regulation Order process for a permanent closure.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		An update will be provided to Committee as soon as possible. Depending on any objections received, an update will follow a report to Licensing Sub-Committee.
			2) To agree that the TRO to close Sciennes Road to motor vehicles outside the school should be progressed as a matter of priority with the aim of having it in place before the end of the October school break.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	31.10.2023		An update will be provided on this as soon as possible.
			3) To agree that council officers shared the current TRO documentation with the parent council and that the Parent council and school	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	30.09.2023		An update will be provided on this as soon as possible.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>were consulted about the final design/streetscape for the TRO and the adjoining school street scheme.</p>	gh.gov.uk			
			<p>4) To note the intention to hold a meeting as soon as possible between parent council representatives, ward councillors, council transport, school estate and legal officers, to discuss outstanding issues including extension of the playground into the road, closing the whole road to pedestrians and cycles at certain times during the school day and the school street scheme around the road closure.</p> <p>To request that to inform this discussion, council legal officers and their advisors examine the most recent communication from the Parent Council's legal</p>	<p>Executive Director of Place Lead Officer: Gavin Brown</p> <p>gavin.brown@edinburgh.gov.uk</p>	30.09.2023		<p>A response from the Council's Legal Services team has been provided following examination of the Parent Council's legal advice.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			advisor concerning fully closing the road at certain times and provide an official response to the parent council.				
50	15.06.23	Motion by Councillor Lang – Travelling Safely Schemes	<p>1) To agree to revisit the decision of 1 September 2022 and, in recognition of the challenges seen, to agree to set apart from the ETRO process the following schemes which elicited the most negative feedback in the original consultation, namely:</p> <p>a) Braid Road and the Greenbank to Meadows Quiet Route schemes; where officers were asked to work with local councillors to re-design the schemes, taking into account improvements suggested by local residents during the</p>	<p>Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk</p>	07.03.2024		<p>A report on this is included on the agenda on 16.11.2023.</p> <p>An update on Greenbank to Meadows will follow in early 2024.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>consultation process, with a view to presenting options to residents living on or near the schemes and thereafter to report back to Committee.</p> <p>b) Comiston Road; to agree to ask officers to work with local councillors to consider adjustments to the scheme to address road safety concerns, taking into account feedback received from road users and local residents, and to present an adjusted scheme to committee.</p> <p>c) Silverknowes Road North; to request that officers return with a more detailed report on options to reopen the road between the Silverknowes roundabout and the promenade</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 91			<p>and install segregated cycling infrastructure.</p> <p>d) Silverknowes Road South, to agree that officers should return to committee with a report on options to:</p> <p>a) amend the current arrangement to address ongoing residents' concerns and</p> <p>b) upgrade the path between Silverknowes and Cramond Road South into a full cycle way, recognising this as a pressing priority for improving cyclist safety in Silverknowes.</p>				
			<p>2) To agree that a report on this work should be provided to Committee no</p>	<p>Executive Director of Place Lead Officer: Daisy</p>	16.11.2023		<p>Recommended for closure</p> <p>This report is included</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			later than November 2023.	Narayanan daisy.narayanan@edinburgh.gov.uk			on the agenda on 16.11.2023
51	15.06.23	Motion by Councillor Cowdy – HWRC Booking System	To agree that the next Communal Bin Update report (November 2023) should include a concise note on any impact the HWRC Booking System had on recycling and staff wellbeing.	Executive Director of Place Lead officer: Andy Williams	16.11.2023		Recommended for closure This is included in the Cleansing Performance report on 16.11.2023
52	17.08.23	Petition to the CEC Transport and Environment Committee - Public Toilets	1) To agree to receive a report within three cycles considering the issues raised by the petitioners and recommending an appropriate course of action, taking into account the following points: <ul style="list-style-type: none"> that to facilitate the development of the Haymarket Yards, the Council sold the land on which the public conveniences at Morrison 	Executive Director of Place Lead officer: Andy Williams Andy.williams@edinburgh.gov.uk	16.11.2023		Recommended for closure This report is included on the agenda on 16.11.2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Street sat to the developer and a burden was put on the title that any development on this land would provide replacement public conveniences; this was not just a contractual agreement but formed a burden registered in the Land Register of Scotland against the land; such a burden would be made known to a prospective purchaser at the time of sale via a property search.</p> <ul style="list-style-type: none"> • that to date this burden had not been enforced and that legal advice should taken to update Committee on potential options as this may provide a means for reintroducing public conveniences in the area; 				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>and</p> <ul style="list-style-type: none"> that the Council owned little or no commercial property in the central area of Gorgie-Dalry, where the public toilets previously were on Ardmillan Terrace, other than Gorgie City Farm, and that Edinburgh Voluntary Organisations Council (EVOC) was currently managing a process to find a sustainable community-led future for the Farm. 				
			<p>2) To request that the report recommended an appropriate course of action, such as:</p> <ul style="list-style-type: none"> exploring with EVOC whether provision of publicly available and accessible toilet facilities 	<p>Executive Director of Place</p> <p>Lead officer: Andy Williams</p> <p>Andy.williams@edinburgh.gov.uk</p>	16.11.2023		<p>Recommended for closure</p> <p>This report is included on the agenda on 16.11.2023</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 95			<p>could be included in that sustainable future and whether provision of it could form a requirement of a future lease agreement; and</p> <ul style="list-style-type: none"> exploring other potentially suitable sites and identification of any capital funding for a new public toilet building as part of the emerging Gorgie-Dalry 20-minute neighbourhood project. 				
			3) To request the report also included whether the Council could enforce businesses to allow use of their toilet facilities and whether developer contributions could be used for public toilets.	<p>Executive Director of Place</p> <p>Lead officer: Andy Williams</p> <p>Andy.williams@edinburgh.gov.uk</p>	16.11.2023		<p>Recommended for closure</p> <p>This report is included on the agenda on 16.11.2023</p>
53	17.08.23	Response to motion by Councillor	To request a briefing note on the impact on safe routes to schools.	Executive Director of Place	31.12.2023		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		McFarlane – Tollcross Clock		Lead officer: Gavin Brown – gavin.brown@edinburgh.gov.uk			
54	17.08.23	Response to motion by Councillor Macinnes - Travelling Safely – Braid Road and Comiston Road	1) To note an extensive monitoring and evaluation plan was in place as part of the ETRO process for the Travelling Safely programme and that this would include further monitoring of this area.	Executive Director of Place Lead officer: Daisy Narayanan – daisy.narayanan@edinburgh.gov.uk	N/A		Noted.
			2) To provide an update before the end of 2023 on the likely delivery schedule of the: <ul style="list-style-type: none"> • Waverley/Calton Catalyst Area Project • Waverley Station Masterplan • Waterloo Place tour bus trial 		20.11.2023		An update will be provided to Transport Spokespeople on 20.11.2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
55	17.08.23	Response to motion by Councillor Bandel – Mobility Analysis	To provide a Business Bulletin Update by March 2024 on any progress made in developing new pedestrian, cycle, and bus priority strategies.	Executive Director of Place Lead officer: Gavin Brown – gavin.brown@edinburgh.gov.uk	07.03.2024		
56	17.08.23	Response to motion by Councillor Cowdy – Better Buses for Ratho	1) To request ongoing concise updates to each Transport and Environment Committee via the Business Bulletin on current arrangements in Ratho and ongoing work to review, improve and retender.	Executive Director of Place Lead officer: Daisy Narayanan – daisy.narayanan@edinburgh.gov.uk	07.03.2024		A report on the tendering of Supported Bus Services is included on the agenda on 16.11.2023 Previous updates: 14 September 2023
			2) To reiterate the direction given in the motion approved as amended at the 18 May 2023 Committee, namely: • that a PIN notice is issued to explore alternative provision prior to any		25.01.2024		A report on the tendering of Supported Bus Services is included on the agenda on 16.11.2023. Previous updates: 14 September 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>formal procurement process, including examining whether input from officers with expertise in procurement can be utilised;</p> <ul style="list-style-type: none"> and that officers explore opportunities linking to local businesses and organisations, including RBS, Lost Shore and the Council-owned Edinburgh International Climbing Arena. 				
			3) To further request that full use be made of the large amount of valuable work that had been done by the Ratho Bus Working Group, which includes analysis of all supported bus routes operated by McGills (20, 63 and 68), in producing this procurement process.		25.01.2024		This is included in the information for the review. A report on the tendering of Supported Bus Services is included on the agenda on 16.11.2023.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 99			4) To note the review and retendering process for existing and any new supported services was envisaged to be complete by the end of 2023, with an award of new contacts in January 2024; to recognise the importance of adhering to this timeframe given the ongoing concerns over supported services; and to agree that officers should inform the Committee and relevant ward councillors at the earliest possible stage if this timetable would not be achieved.		25.01.2024		A report on the tendering of Supported Bus Services is included on the agenda on 16.11.2023. Previous updates: 14 September 2023 ; 12 October 2023
			5) To request monthly Business Bulletin updates at future Committee meetings with the next one outlining delivery milestones.		07.03.2024		A report on the tendering of Supported Bus Services is included on the agenda on 16.11.2023. Previous updates: 14

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							September 2023 ; 12 October 2023
57	17.08.23	Motion by Councillor Lang - Reducing the Impact of Utility Works	1) Agrees that officers should explore all avenues with Transport Scotland and the Scottish Government, either to maximise the use of existing legal powers or to seek additional powers like those now used elsewhere, to ensure Edinburgh and other councils have the broadest range of mechanisms to reduce the impact of utility works.	Executive Director of Place Lead officer: Gavin Brown – gavin.brown@edinburgh.gov.uk	16.11.2023		Recommended for closure This is included in the annual performance report on Public Utilities on 16.11.2023
			2) Agrees that the outcome of this investigation work should be reported back to committee through the business bulletin.		16.11.2023		Recommended for closure This is included in the annual performance report on Public Utilities on 16.11.2023
58	17.08.23	Motion by Councillor	1) To reaffirm the	Executive Director of	11.01.2024		An update on

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 101		O'Neill - Reinforcing the Equal Pavements Pledge	Committee's support for the Equal Pavements Pledge and to inform the Accessible Streets Roundtable Discussion Forum of this, requesting it consider including the Pledge in its draft terms of reference and the following points (available here)	Place Lead officer: Daisy Narayanan – daisy.narayanan@edinburgh.gov.uk			progressing the establishment of an Accessibility Commission for Edinburgh, including next steps, will be included in the Business Bulletin for January 2024.
			2) To request a brief update before the end of 2023 on the 'Equal Pavements Pledge' and 'Street Furniture' motions.	Executive Director of Place Lead officer: Daisy Narayanan – daisy.narayanan@edinburgh.gov.uk	31.12.2023		
59	17.08.23	Motion by Councillor Bandel - Staff Resourcing for the City Mobility Plan	1) To request officers to provide all political groups with information detailing the investment in staffing needed to deliver the City Mobility Plan 2021-2030 on time for consideration as part of the Council's	Executive Director of Place Lead officers: Gareth Barwell – Gareth.barwell@edinburgh.gov.uk	31.12.2023		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 102			<p>2024/25 budget setting process by October. This should include information about how roles should be prioritised for investment / recruitment, taking into account the sustainable transport hierarchy.</p> <p>To ask that any such delays were quantified in the briefing. (delays referred to in full decision here)</p>	Peter Watton – Peter.watton@edinburgh.gov.uk			
			2) To request that the briefing covered staffing in all of the Transport and Environment Committee remit and explained how the profile had changed since 2017.		31.12.2023		
60	14.09.23	Business Bulletin	1) To request an update on how many service hours were lost to incorrectly parked vehicles on the	Executive Director of Place Lead officer: Hannah			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			tram route.	Ross hannah.ross@edinburgh.gov.uk			
			2) To confirm the timescale for completion of signalling works on the tram route.	Executive Director of Place Lead officer: Hannah Ross hannah.ross@edinburgh.gov.uk			
61	14.09.23	Roads and Transport Infrastructure Investment	Requests a report in advance of the 24/25 Council Budget to quantify the impact of the two options proposing like-for-like carriageway renewals on the council's year by year progress on the delivery of active travel infrastructure and public realm improvements	Executive Director of Place Lead officer: Sean Gilchrist sean.gilchrist@edinburgh.gov.uk	31.01.2024		This is currently being progressed
62	14.09.23	Phased Reduction in Use of Glyphosate	1) Committee explores an accelerated timescale for the phasing out of glyphosate use for the	Executive Director of Place Lead officer: Andy	Spring 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			control of weeds on our roads, carriageways, pavements and hardstanding areas prior to 2026 with a plan to be included in the Environmental Services Policy Assurance review in Spring 2024, this review to explore non-glyphosate approaches to controlling and eradicating invasive weeds (as listed in 4.9).	Williams andy.williams@edinburgh.gov.uk			
			2) Notes the 2018 case of Dewayne Johnson, the US greenkeeper who won a landmark legal case against the manufacturer with the jury ruling that the manufacturer's glyphosate product had caused his terminal cancer, and requests a report back, within one cycle, on the protective equipment that Council workers and any	Executive Director of Place Lead officer: Andy Williams andy.williams@edinburgh.gov.uk	11.01.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			contractors are required to use while spraying.				
			3) Agrees that officers should prepare and circulate a short briefing to Edinburgh's Community Councils with details on the procedure and process for involvement in the glyphosate-free trial areas.	Executive Director of Place Lead officer: Andy Williams andy.williams@edinburgh.gov.uk	11.01.2024		
			4) Requests a progress update [on the phase out] to come back to Committee in one year's time.	Executive Director of Place Lead officer: Andy Williams andy.williams@edinburgh.gov.uk	September 2024		
			5) To agree the Convener would write to SEPA to request any information they hold on water quality and	Convener Lead officer: Alastair Roden alistair.roden@edinburgh.gov.uk			

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			6) To agree the Convener would write to the Scottish Government to note the Council's progress in the phasing out of glyphosate use and request that they consider further regulations.	Convener Lead officer: Alastair Roden alistair.rodan@edinburgh.gov.uk			
Page 106 23	14.09.23	Strategic Review of Parking: Progress Update	1) Agrees therefore to request a report in three cycles to update on the implementation of all new phase 1 CPZs with a full audit of the new parking control measures. This should include, how much total new length of double yellow lines and any other additional controls have been added broken down by: <ul style="list-style-type: none"> • improvements to accessibility; • improvements to 	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>connectivity (preventing double parking, etc.);</p> <ul style="list-style-type: none"> • improved access to utilities like bin hubs; • improvements to safety at junctions and other areas; • a full explanation of every stretch of controls that does not fit into the above list; <p>and should include a list of measures which were set out in TROs but which have not been marked on roads and therefore not been implemented.</p>				
			<p>2) Also agrees that detailed maps of all proposed new CPZ schemes will always be provided to ward councillors and community councils ahead of the promotion of the TROs relevant to them and to</p>	<p>Executive Director of Place</p> <p>Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk</p>	On-going		<p>Recommended for closure</p> <p>This now forms part of the programme of work for TROs</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			this committee when it is considering reports on progression to a TRO.				
			3) Agrees therefore to ask officers to liaise with the Council's parking enforcement contractor with a view to ensuring that households in the affected streets in N6 will receive a parking dispensation: for instance being able to provide registration details for one car each to the contractor via the Council and that these nominated vehicles will face no penalty for parking in N6 CPZ permit holders' bays until the legal process of extending parking controls has been completed and an outcome determined.	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk			Recommended for closure This action has been completed

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 109			4) Agrees that the monitoring report set out in 5.2 should also include an update on engagement with traders/uptake of traders permits, feedback from local businesses, feedback from garage permits, other resident issues arising, and any lessons learned ahead of any decision on Phase 2.	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	Autumn 2024		
			5) To circulate an updated timeline for the Strategic review of Parking.	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	31.12.2023		
64	31.08.23 (Council meeting)	Motion by Councillor Mowat - Tram Project	A report to Transport and Environment Committee in 3 cycles detailing: 1) To which Committee the outstanding defects will be	Executive Director of Place Lead officer: Hannah Ross hannha.ross@edinburgh.gov.uk	11.01.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 110			reported; and how completion of these and tracking who is responsible for their remedy will be monitored, and who is picking up the bill;	gh.gov.uk			
			2) Outstanding snagging and defect resolution of footways, cycleways, and the public realm;				
			3) An inspection of roads used by traffic carried because of tram diversions – what is their condition, is restoration needed; if so, who will pay for this and when the work is to be programmed;				
			4) The report schedule for the above matters to be considered by Committee.				
			5) Requests that the report Requested in 3) also				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			includes an inspection from the Road Signage and Markings teams to ensure said street layouts outwith TTN's direct scope reflect the new layout, changed traffic levels and any Loading/Parking changes.				
55 Page 111	31.08.23 (Council meeting)	Motion by Councillor Rae - Illegal Parking Disrupting Tram Operations	Agrees that officers will urgently investigate the costings associated with procuring the use of one or more suitable vehicles to allow uplift of illegally or irresponsibly parked vehicles obstructing tram lines, to determine the value in providing this service during tram operational hours, notes that Council Officers hope to have a trial solution prior to the current enforcement contract expiring. Notes that this solution will require additional funding, resources and training – none of	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	14.09.2023		Closed October 2023 A report was included on the agenda for Committee on 12.10.2023 Previous update: 14.09.2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			which has been allocated.				
			Agrees that Transport spokespeople and Leith and Leith Walk councillors will be provided a written briefing note from parking officers within the next month outlining progress to resolve this issue, and, given the public concern, agrees that a written briefing should be forwarded to all Councillors in a form that can be shared with residents.	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	12.10.2023		Closed October 2023 A report was included on the agenda for Committee on 12.10.2023 Previous update: 14.09.2023
			Agrees to receive a report to the October meeting of Transport and Environment Committee outlining progress to resolve this issue, and considering all the proposals outlined at paragraph 7) above which have not already been considered as part of the parking enforcement update to September TEC, including any associated costs, and equalities impact assessments for physical	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	12.10.2023		Closed October 2023 A report was included on the agenda for Committee on 12.10.2023 Previous update: 14.09.2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>interventions to ensure that pedestrians are not disadvantaged by any interventions, in addition to consideration of whether the council's Parking Enforcement Protocol needs to be further updated to address this issue, and identifies whether further powers are required beyond the suite of enforcement options already available and considers whether it is necessary to write to the UK Government asking them to bring forward legislation to create a new road traffic offence of blocking a tramway with a parked vehicle. This report should be considered alongside the results of the formal monitoring of parking along Leith Walk due at the next Transport and Environment Committee, so as to allow committee an objective overview of the scale of the issue and types of locations where</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 114			parking issues appear most prevalent; That an update on new potential loading bay provision is included in this report.				
			Agrees the Transport Convenor will write to Scottish Ministers requesting that powers to set penalty charge notices, powers to use CCTV installed on trams for enforcement, and powers to allow local authorities to use mobile phone footage submitted by the public for enforcement, should all be devolved to local authorities.	Convenor Lead officer: Alastair Roden Alastair.rod@edinburgh.gov.uk			
66	28.09.23 (Council Meeting)	By Councillor McKenzie - Retail, Trades and Business Parking Permits - Places of Worship	Agree that a report be presented to the Transport and Environment Committee on 16th November 2023 on amending the Retail, Trades and Business Parking Permits policy for all Peripheral and Extended Zones to include places of worship.	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	November 2023		Recommended for closure This report is included on the agenda on 16.11.2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
67	28.09.23 (Council Meeting)	Tram Enquiry – Motion by Councillor Day	1) To request a report on these findings and implications to the November Transport and Environment Committee, then to the December Full Council meeting as a matter of urgency.	Chief Executive Lead officer: Hannah Ross hannah.ross@edinburgh.gov.uk	November 2023		Recommended for closure This report is included on the agenda on 16.11.2023
			2) The report might contain confidential information about individuals or be subject to legal privilege and recognise that the report may have to be addressed in private. However, for the sake of public transparency, a public report should be provided with any necessary private material published for councillors in a confidential annex.	Chief Executive Lead officer: Hannah Ross hannah.ross@edinburgh.gov.uk			Recommended for closure This report is included on the agenda on 16.11.2023
68	14.10.23	Work Programme	1) To provide an update on the consultation on	Executive Director of Place	31.12.2023		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 116			changes to Restalrig Road South to committee members and ward councillors.	Lead officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk			
			2) To add March 2024 as the expected date for the report in February 2024 on carers parking permits	Executive Director of Place Lead officer: Alison Coburn alison.coburn@edinburgh.gov.uk	16.11.2023		Recommended for closure The work programme has been updated.
			3) To note an update on pavement parking would be provided in November.	Executive Director of Place Lead officer: Gavin Brown gavin.brown@edinburgh.gov.uk	November 2023		Recommended for closure This report is included on the agenda on 16.11.2023
69	14.10.23	Business Bulletin	1) To provide a briefing note on CEC Recovery Ltd and any land it held.	Executive Director of Place Lead officer: Alison Coburn alison.coburn@edinburgh.gov.uk	30.11.2023		This briefing is currently being prepared

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 117				gh.gov.uk			
			2) To confirm whether any safety measures could be made at the steep steps and slope at Greenside Row.	Executive Director of Place Lead officer: Hannah Ross hannah.ross@edinburgh.gov.uk	11.01.2024		
			3) To note a ward members briefing would be provided on the handover of the tram project.	Executive Director of Place Lead officer: Hannah Ross hannah.ross@edinburgh.gov.uk	7 March 2024		A report on this is expected early 2024
70	14.10.23	Incorrect Parking on the Tram Route	1) To provide a briefing on cost effective solutions for removing vehicles from the tram route to transport spokespeople and ward councillors once a solution had been identified	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	11.01.2024		
			2) To provide a further report to the January meeting of	Executive Director of Place	11.01.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 118			the Transport and Environment Committee so that the outstanding actions could be addressed.	Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk			
			3) To provide an update to committee on progress as part of the existing process of tendering and contract development for the new parking contract, by September 2024.	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	September 2024		
	71	14.10.23	East London Street	1) To note that traffic monitoring will be carried out and the results will be reported to Committee in the Business Bulletin on 11 January 2024	Executive Director of Place Lead Officer: Sean Gilchrist sean.gilchrist@edinburgh.gov.uk	11.01.2024	
			2) To provide a report to committee on 11 January 2024 alongside the results of the traffic monitoring detailing:	Executive Director of Place Lead Officer: Sean Gilchrist sean.gilchrist@edinburgh.gov.uk	11.01.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 119			<ul style="list-style-type: none"> <li data-bbox="651 309 1084 592">• The merit and demerits for maintaining the status quo on ELS inclusive of cost, impact on noise levels, sustainability, timescale for the reconstruction of the setts. <li data-bbox="651 639 1099 1182">• The merits and demerits for reprofiling ELS from setted to standard carriageway inclusive of cost, impact on noise levels, sustainability, timescale for the tarmacking the central carriageway, recommendations for resident engagement ahead of making this transition and process for obtaining an exemption to the setted street policy. <li data-bbox="651 1230 1099 1382">• Additional potential and costed options for improving the sustainability of the status-quo or tarmacked 				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			carriageway via restricting heavy traffic movements inclusive of any recommendations to improve the environment around St. Mary's Primary School.				
72	14.10.23	St James Quarter - Introduction of an Experimental Traffic Regulation Order	To request a new TRO that permitted access beyond the bollards for pedestrians only, with access for emergency vehicles as required.	Executive Director of Place Lead Officer: David Cooper david.cooper@edinburgh.gov.uk	On-going		
73	14.10.23	Reform of the Council's Transport Companies	1) Council officers will draft revisions to all relevant documentation including the shareholder agreement and operating contract.	Executive Director of Place Lead Officer: Hannah Ross Hannah.ross@edinburgh.gov.uk	On-going		
			2) To agree the terms of reference of the Shareholder Forum at	Executive Director of Place Lead Officer: Hannah	On-going		This will be reported if required

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 121			Appendix 1 to the report, subject to any comments from the minority shareholders. Any proposed changes would be reported back to Committee	Ross Hannah.ross@edinburgh.gov.uk			
			3) The January 2024 Business Bulletin will provide a concise summary of the powers the UK Transport Act 1985 and the Transport (Scotland) Act 2019 gave local authorities to control or influence public transport operations.	Executive Director of Place Lead Officer: Hannah Ross Hannah.ross@edinburgh.gov.uk	11.01.2024		
74	14.10.23	Road Safety – Service and Delivery Plan Update for 2023/24	1) To request that the Road Safety – Service and Delivery Plan 2024/25 plan be tabled for approval as soon as possible after the February 2024 budget meeting. Within this report explore the feasibility of	Executive Director of Place Lead Officer: Gavin Brown gavin.brown@edinburgh.gov.uk	07.03.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 122			<p>steps to discourage or restrict larger and heavier vehicles in the city, including via parking permits and environmental orders.</p> <p>2) To provide a members' briefing, detailing the specific speed reduction measures to be introduced for those schemes listed in Appendix 3, sections B and C</p>				
	75	14.10.23	Actions to Deliver Edinburgh's City Mobility Plan Consultation Update	<p>1) The City Mobility Plan is to be presented in February 2024 and will take account of ;</p> <ul style="list-style-type: none"> the council's climate emissions targets and to achieve the key performance indicators set out in the City Mobility Plan, we must be ambitious and some policies would be 	<p>Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk</p>	01.02.2024	

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
76	14.10.23	Litter Bin Siting	<p>required which were supported in market research but less so in the consultation responses and workshop findings due to a less representative reach</p> <ul style="list-style-type: none"> a degree of political leadership and consideration of the Climate and Nature emergencies was required from all councillors; and to expect that additional actions for consideration to meet the aims of the CMP would not be limited to those which appeared in the public's response 				
			<p>1) The Neighbourhood Environmental Services report due to be presented</p>	<p>Executive Director of Place Lead Officer: Andy</p>	23.05.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Committee in May 2024 will include:</p> <ul style="list-style-type: none"> • More detail in relation to key routes to secondary schools. • Information regarding additional uplifts to minimise the excessive waste that premier parks that draw large groups during periods of fine weather during the summer, particularly at weekends and on public holidays. • Challenges on separating waste for recycling. • More detail around the considerations in respect of “Terrorism” 	<p>Williams andy.williams@edinburgh.gov.uk</p>			
77	14.10.23	Speed Limits	1) To present a report to	Executive Director of	01.02.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Review - 20mph	<p>Committee in February 2024, alongside the first review of the City Mobility Plan and the associated action plans and to include information;</p> <ul style="list-style-type: none"> • about the perceived effect reducing the speed limit on roads to 20mph would have on journey times and emissions and the impact for vehicles travelling along selected key routes. • Regarding continually changing the speed limit on key routes and its impact on driver frustration. 	<p>Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk</p>			
			2) To note the points made by Friends of Prestonfield	Executive Director of Place	01.02.2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
Page 126			<p>Primary School in their written deputation and asks that:</p> <ul style="list-style-type: none"> The February 2024 report will would give due consideration to switching the speed limits adjacent to all primary and secondary schools (public and private) to 20mph. An update is be provided to the January 2024 Committee which gives gave consideration to the other points raised (crossings, parking and KEEP CLEAR markings). 	<p>Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk</p>	11.01.2024		
			3) To circulate the	Executive Director of	30.11.2023		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			consultation responses to members	Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk			
78	14.10.23	Speed Limits Review – Rural Roads	The final implementation plan will be presented to Committee alongside the first review of the City Mobility Plan and Action Plans in February 2024.	Executive Director of Place Lead Officer: Daisy Narayanan daisy.narayanan@edinburgh.gov.uk	01.02.2024		
	14.10.23	Motion by the Councillor Aston – Historic Environment Scotland Strategic Plan for Holyrood Park	1) Council officers will seek to formalise the stakeholder relationship with HES in relation to the Park’s management and would write to HES to feed into the ongoing consultation, with the draft consultation response being reported in the November Committee’s Business Bulletin before being submitted, and would promote the HES	Executive Director of Place	16.11.2023		Recommended for closure This is included in the Business Bulletin for Committee on 16.11.2023

Page 29 of 27

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			consultation to Edinburgh residents via the Council's social media channels.				
80	14.10.23	Motion by Councillor Dijkstra-Downie - Trial of speed-responsive traffic lights	1) To provide a report to the Transport and Environment Committee in March 2024 on feasibility and costs to trial this technology in Edinburgh as a potential speed-reduction measure and to provide an update on this trial as part of the report requested.	Executive Director of Place	07.03.2024		

Business Bulletin

Transport and Environment Committee

10.00am, Thursday, 16 November 2023

Dean of Guild Court Room - City Chambers

Transport and Environment Committee

Convener:	Members:	Contact:
<p>Councillor Scott Arthur (Convener)</p> 	<p>Councillor Aston Councillor Bandel Councillor Cowdy Councillor Dijkstra-Downie Councillor Dobbin Councillor Faccenda Councillor Lang Councillor McFarlane Councillor Munro Councillor O'Neill</p>	<p>Alison Coburn Operations Manager</p> <p>Rachel Gentleman Committee Services</p> <p>Carolanne Eyre Committee Services</p>

Recent news	Contact for further information
<p>Traffic Orders – Licensing Sub-Committee</p> <p>On 15 December 2022, in response to a review of political management arrangements, the Council agreed to transfer the statutory element of Traffic Regulation Orders to Regulatory Committee. The change recognised that Orders are quasi-judicial and that Licensing Sub-Committee would be able to deal with these effectively. The change came into effect after the Easter recess 2023, with the first report considered by Licensing Sub-Committee in June 2023. To date, only two reports have been submitted for consideration.</p> <p>As Transport and Environment Committee members have expressed some concerns about this approach, officers are proposing to review this after it has been effective for 12 months (June 2024) with the outcome reported in the next update on political management arrangements thereafter. Elected members from both Committees will be asked for their views at that time.</p>	<p>Alison Coburn</p> <p>Wards Affected: All</p>
<p>Trams to Newhaven</p> <p>A programme of snagging and defect resolution is underway along the route, which includes the cycleway on</p>	<p>Hannah Ross</p> <p>Wards Affected:</p>

Leith Walk. These are scheduled to be completed by the end of October 2023. The severe weather during the last two weeks of October impacted on this programme of works. Soft landscaping, including the planting of trees and grass will take place during November 2023 as part of planting season. This includes trees and shrubs being planted in planters on Leith Walk and Constitution Street. A formal handover plan for the ongoing administration of the project will be presented to the project board in November 2023.

Edinburgh Trams took the opportunity to carry out maintenance checks on the overhead lines between Picardy Place and Newhaven as part of essential maintenance works being undertaken on track and points at York Place and Shandwick Place between 27 October 2023 and 12 November 2023. These works were carried out between 7pm – 7am each day and resulted in trams only running between Airport and Haymarket during these times.

11 – City Centre
12 – Leith Walk
13 – Leith

West Edinburgh Transport Improvement Programme

The West Edinburgh Transport Improvements Programme (WETIP) intends to encourage mode shift to sustainable forms of travel along the A8 / A89 corridor (between Broxburn and Maybury) by making bus and active travel journeys more attractive relative to the car.

The proposed interventions will also provide long-term resilience, help facilitate sustainable growth and will support strong connectivity by improving public transport journey times and reliability between West Lothian and Edinburgh.

WETIP is following a robust HM Treasury Green Book process and is currently at Outline Business Case (OBC) stage. As part of the OBC's development, Concept Design proposals have been recently presented to the public and stakeholders.

A series of Public Consultation and Engagement exercises were executed over an eight-week period and included: face-to-face workshops with key stakeholders, public webinars, public drop-in events and an online survey hosted via Council's Consultation Hub and by email.

To increase the awareness of WETIP and its consultation, a number of promotional activities were executed. These included: letter drops along the A8 / A89 corridor, radio advertising, social media/online advertising, on-street

[Daisy Narayanan](#)

Wards Affected:

1 – Almond
3 – Drum Brae/Gyle

advertising and an information stand at the Gyle Shopping Centre.

Broad support for the Concept Design proposals was garnered from the public and stakeholders. However, it should be noted that a campaign in the location of Winchburgh resulted in a number of representations being made over the lack of a rail station at Winchburgh.

The Council strongly supports the provision of a rail station at Winchburgh but (like the new stations at Reston and East Linton) the Council would not be part of the client team for a Winchburgh Station project (this would be for West Lothian Council, Transport Scotland, Network Rail together with Developers to fund and deliver).

Furthermore, WETIP and a Winchburgh Station tackle different problems, and as such, both projects are independent of each other and stand on their own merits.

A [summary](#) of the consultation findings has been hosted on the Consultation Hub.

The findings from the public consultation and stakeholder engagement will now be used to help refine proposals and inform the conclusion of the OBC. A draft OBC will be presented to Committee in early 2024.

Bus Partnership Fund Update

Funded through the Scottish Governments £500m [Bus Partnership Fund](#) (BPF), the Council delivered a Strategic Business Case (SBC) for bus priority interventions across the city. The SBC was reported to Committee on [18 May 2023](#) and presented a strong case for investment.

The SBC was also submitted to Transport Scotland as part of the BPF gateway review process. Subsequently, on 2 November 2023, Transport Scotland provided notification of the funding award for the next stages of the programme.

This updated award totals c£2m and provides funding for:

- The delivery of Outline Business Cases;
- Progression of Feasibilities Studies (for schemes not included within the original SBC);
- The scoping of a series of Accelerated Schemes (many of which are technology based e.g. bus priority at traffic signals);
- The replacement of the A90 Queue Management System; and
- Project Management costs.

The mobilisation of the above activities has commenced and the details of the delivery plans for each of

[Daisy Narayanan](#)

Wards Affected: All

workstreams will be shared with Elected Members once fully developed.

Sewage in Edinburgh's Waterways

On 4 May 2023, the Council approved an [adjusted motion](#) by Councillor Caldwell. This Business Bulletin update responds to the agreed actions.

The permission for the building of new homes rests with the Council's planning service, with the flood risk team advising on flood risk. This does not include sewage volumes and Combined Sewer Overflow (CSOs). Scottish Water are a statutory consultee in the planning process and would also advise on suitability of development as part of the Planning process.

All new housing sites are designed with separate drainage/sewer systems. The surface water (or rainwater) systems are, in the main, drained through Sustainable Urban Drainage systems (SUDs) and not into combined sewers.

At the design stage of a development, where Scottish Water identify that a combined sewer has limited capacity, they ask for the rainwater drainage to be limited to a controlled rate via a hydro-brake. The hydro-brake will be installed in the disconnecting manhole (this is the last manhole on the drainage system before it connects into a sewer). The rainwater drainage systems are often oversized or retention is provided to hold back any rainwater discharge to allow the hydro-brake to work effectively.

If buildings are proposed close to a watercourse, a full appraisal of flooding scenarios is required (as detailed in the [Edinburgh Design Guidance](#) (see section 3.8)), including early discussions with the Council's flood risk team. Buildings proposed on brownfield sites, adjacent to water courses except in exceptional circumstances, require at least a 15m setback to create opportunities to reinstate natural bank sides, which is both good for water management and biodiversity.

The [Edinburgh Sustainable Rainwater Management Guidance](#) sets out the national and local policy on Rainwater management systems and also addresses sustainable water management in new developments.

[Julie Dewar](#)

Wards Affected: All

Motion by Councillor Bandel – Bike Buses

On 24 November 2022, in response to a motion by Councillor Bandel, the Council requested an update in 12

[Gavin Brown](#)

Wards Affected: All

months on the number of active school bike buses in Edinburgh.

There are eight active bike buses operating in schools in the city. These include:

- Sciennes, which has been running for over 15 years from King's Buildings. This operates on a Fridays;
- Gillespie's 'Cycling Unicorns' has been running for 12 years from West Mains Road;
- Corstorphine Primary School has two routes, one from Dechmont Road and one in the east of the school catchment area;
- Davidson's Mains Primary has two routes, with an afternoon return on the west route;
- Canal View in Wester Hailes has a bike and scooter train that recently ran for the Bike to School Week;
- Juniper Green, George Watson's and George Heriot's; and
- Prestonfield Primary is generally running a bike bus event each term, followed by a "bike breakfast".

In addition, there are 10 walking buses active in the city:

- Duddingston Primary School are setting up a walking bus from Baileyfield Road across Figgate Park;
- Bonaly Primary School set up their walking buses when they moved to their new school in 2008 - one runs from Woodhall Road and the other from Redford Drive;
- George Heriots' Juniors walking bus ran across the Meadows to the school from Meadow Place for several years;
- Queensferry Primary run a walking bus occasionally from Scotmid;
- Nether Currie Primary run an occasional walking bus from Tansy Street, Kinleith Mill;
- Sciennes Primary run a monthly walking bus from King's Buildings via Relugas Road, Lauder Road and Tantallon Place;
- Oxcgangs Primary run a walking bus from the Oxcgangs Road North Scotmid and another from Craiglockhart Drive South for 'Walk to School Week' and on other occasions;
- Davidson's Mains Primary had one from House O'Hill Road and another from Barnton Park;

- Cramond Primary sometimes run a walking bus from Barnton shops; and
- Parson's Green Primary run a walking bus occasionally.

Support is available for schools to set up bike and walking bus schemes by contacting transport.roadsafety@edinburgh.gov.uk.

Historic Environment Scotland – Consultation on Outline Strategic Plan for Holyrood Park

Historic Environment Scotland (HES) has recently launched a consultation on an [Outline Strategic Plan 2024-2034](#) which aims to enhance and protect Holyrood Park over the next decade. Central to the Plan is a new defined Purpose for the Park.

HES is one of the Council's key partners and officers from across the Council engage with them regularly.

This consultation closes on 19 December however HES has committed to engaging with the Council and other key stakeholders over the next 18 months to refine and develop detailed strategies, plans and proposals to deliver a new future for the Park.

The Plan examines how users' needs may be balanced with other aspects affecting Holyrood Park including on climate change, conservation, heritage, biodiversity, health and safety, wellbeing and infrastructure (including the Park's network of streets).

Appendix 1 sets out an interim response to the consultation, which has been prepared by Council officers.

Parking Permits Update

Following the discussion at Committee in October 2023 on parking permits, an update on the lessons learned from the implementation of Phase 1 CPZs will be included in the Strategic Review of Parking Update report, which is scheduled to be presented to Committee in January 2024. This will include details of lessons learned from the communications approach and any improvements which have been identified.

The current permit prices and structures have been set by elected members, who also agreed that the annual price increases should be linked to inflation.

[Daisy Narayanan](#)

Wards Affected:

14 –
Craigentinny/Duddingston

[Gavin Brown](#)

Wards Affected: All

The Council does not currently have the ability to accept permit payments in instalments, but there are options available to pay for shorter (than annual) payment periods.

As part of the development of next tender for the next Decriminalised Parking Enforcement contract tender, officers are considering whether it may be possible to introduce payment by instalment without the cost of this being higher for residents.

The permit prices for Business, Retail and Trades parking permits were originally set by committee, with the permit charges being set annually as part of the budget setting process. The Council approved an increase in charges of over 12% on each of these permit types in 2023/24.

Each of these permits are designed for business use, but only where the vehicle is essential to the daily operation of the business, hence the requirement for the vehicles to have business insurance. These permits are not intended to encourage commuter parking and business owners should not be using private vehicles for business purposes unless they are appropriately insured.

Draft consultation response to Historic Environment Scotland's Outline Strategic Plan for Holyrood Park

The City of Edinburgh Council
16 November 2023

1. Introduction

- 1.1. The City of Edinburgh Council ('the Council') welcomes the opportunity to comment on the Outline Strategic Plan ('the Plan') for Holyrood Park ('the Park').
- 1.2. This paper sets out key areas of consideration from the Council's perspective and confirms a willingness to collaborate with Historic Environment Scotland (HES) as the plan develops.
- 1.3. This paper is structured to respond to key areas of information sought with a focus on how the vision and objectives of the Plan can both be supported and further refined through continued partnership working.
- 1.4. This is an interim response and further comments will be provided by respective officers for submission to HES before the end of the consultation period on 19 December 2023.

2. Vision and objectives

- 2.1. The Council supports the Plan's vision and objectives for the Park, acknowledging it plays critical roles in responding to climate change and protecting/enhancing its ecosystem services, across its mosaic of habitats and landscapes. The Council also supports the Plan's aims to focus the future Park on improving sustainable accessibility, considering users' needs.

Climate and Nature Emergencies

- 2.2. The Council seeks to achieve net zero by 2030 and has declared a Climate Emergency and a Nature Emergency. The Council recognises the Park as an integral part of the City's green infrastructure and has a key role in reducing current and future impacts associated with the Emergencies.
- 2.3. The Council supports the Park's approaches for integrated land management, to support adaptation, reverse biodiversity loss and improve health and wellbeing. The Council currently works with HES on joint conservation projects at its locations, engaging with communities and supporting educational work. It is hoped that these activities can be built upon as land management practices are developed, to ensure educational engagement can expand, in alignment with objectives 7 and 10.
- 2.4. The Council welcomes opportunities presented within objective 1 to restore and enhance ecosystem services, across ecological, climate, heritage, cultural,

health/wellbeing themes. The Council would be interested to see how plans for greater tree coverage may be included in future plans, within the context of objective 1 and in a way that does not negatively impact on other aspects of this objective.

- 2.5. The Council appreciates the positive engagement with HES to date in relation to the water management and climate aspects of the Plan. As it progresses, the Council would encourage further dialogue with the Edinburgh & Lothians Strategic Drainage Partnership, to ensure the proposals align with the collaborative approach to this topic city-wide. This Partnership includes the Council, together with Scottish Water, SEPA and neighbouring local authorities and is progressing/supporting various sustainable drainage projects across Edinburgh. Any proposals within the Park should take cognisance of the principles within the Council's Vision for Water Management, to maximise the benefits which can be achieved from appropriate development in alignment with objective 1.

Community Value

- 2.6. The Council fully supports the Park's importance in supporting community activity and interpretation.
- 2.7. Objective 4 strongly reflects the importance of ensuring inclusivity so the Park welcomes people across all needs and abilities. The Council will feed into detailed proposals, as appropriate, and would encourage HES to develop proposals collaboratively with key stakeholders, the public and particularly those who are underrepresented, including those with Protected Characteristics.
- 2.8. The Park already provides significant benefit to health and wellbeing and the Council supports activities which can further enhance its value in this context. The Council strongly supports increased sustainable accessibility to the Park, to reduce inequalities – see below.

Accessibility and Connectivity

- 2.9. The Council welcomes the vision that across the Park by 2034: *“vehicular traffic will largely cease, and active travel will become the primary mode of transport [...]; reflecting wider societal trends away from a car dominated urban environment”*, putting people first. Reducing or removing intrusive though vehicular traffic from the Park are routes to reducing impacts identified (vulnerable user safety, severance, air/noise pollution etc.) and are supported by the Council.
- 2.10. As part of the Council's approved City Mobility Plan, a citywide Circulation Plan and associated City Centre Operations Plan are being prepared to inform strategic re-allocation of street-space and re-determine modal priorities towards 2030. Updates will be presented to the Transport and Environment Committee in February 2024.
- 2.11. The emerging Circulation Plan will set out options and routes to further maximising reduction of intrusive vehicular traffic from city centre streets. Critically, they will take account of specific needs around changes, including for residents, businesses, people with disabilities/protected characteristics, emergency services, events etc. This will build on Edinburgh's approved City Centre Transformation programme which committed the Council to delivering a cohesive network of pedestrian priority and car-free streets.
- 2.12. Clearly, strategic routes within and around the city centre, including those within the Park, must be considered in the context of the emerging Circulation Plan and appraisal

of all impacts, both positive and negative. The Council welcomes opportunities to continue engagement with HES, key stakeholders and local communities on this over the coming months.

- 2.13. The Council strongly supports principle 6 in experimenting and learning when exploring options for all city centre streets, including the Park's. It is suggested that objective 2 includes the impact of proposals relating to streets, and explores creative and flexible solutions to problems identified. The methods to be set out in the emerging Circulation Plan should be applied to future proposals affecting the Park, in partnership between HES and the Council. Depending on the Plan's final recommendations, which will be made following options testing and assessment of impacts (including potential traffic displacement), future proposals may consider different delivery approaches, such as incremental implementation and/or flexible operational timings.
- 2.14. The Circulation Plan will strategically evaluate all unintended consequences at strategic scales, including potential traffic displacement, impacts on accessibility requirements (including that for emergency services), and assess those against benefits of proposals put forward.
- 2.15. Importantly, the Council acknowledges that all the City's streets and on street car parking areas are contested spaces. The Council will ensure open and transparent engagement methods are adopted when discussing options when place/modal priorities would change and encourages HES to do so too.
- 2.16. Future discussions around user needs should cover the topics of: appropriate parking levels/controls, accessibility requirements and potential for localised sustainable transport services (e.g. 'hopper' buses), acknowledging that some users' may not be able to readily access active travel options. The Council sees opportunities for collaboration with HES around such strategies, in alignment with objectives 6 and 8.
- 2.17. The Council and Plan are aligned in their desire to connect communities and encourage more walking/wheeling and cycling (objective 5). The Council recognises that in all future scenarios, there is a need to reduce severance at key points of the Park and especially at Holyrood's Scottish Parliament and Palace, in support of objective 1. These assets are of international importance culturally and historically. Therefore, placemaking and active travel infrastructure must be significantly improved, to increase accessibility and better reflect their setting and access to them.
- 2.18. Importantly, key entry/exit points of the Park are streets managed by the Council and HES respectively, so a collaborative approach to potential future street-space re-allocation in these areas is recommended.

3. Further engagement

- 3.1. The Council agrees that meaningful stakeholder engagement must take place for all proposals brought forward.
- 3.2. The Council welcomes HES's commitment to continue discussions on how the Plan is taken forward and delivered.
- 3.3. The Council seeks to continue engagement with HES on all aspects of the Plan, including around new regulations for the Park (objective 11).

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Transport and Environment Committee

10am, Thursday, 16 November 2023

Response to the Edinburgh Tram Inquiry

Executive/routine
Wards

1. Recommendations

- 1.1 To note the actions outlined in Appendix one to the Chief Executive's report in regard to the recommendations made by Lord Hardie in the Inquiry Report;
- 1.2 To refer the report to the Council of 14 December 2023;

Andrew Kerr

Chief Executive

Contact: Andrew Kerr, Chief Executive

E-mail: Andrew.kerr@edinburgh.gov.uk

Response to the Edinburgh Tram Inquiry

2. Executive Summary

- 2.1 The report addresses the motion agreed by the Council in September 2023 detailing the Council's response to the Edinburgh Tram Inquiry and in particular outlines the actions taken or proposed to be taken in regard to the Inquiry's recommendations. The report also includes information on the financial cost of the initial tram project, providing a breakdown of costs highlighted by the Inquiry. Assurance is provided on how the Council would approach breaches of the Employee Code of Conduct or instances of misleading behaviour by Arm's Length External Organisations and contractors. Finally, an update is provided on any possible legal action connected to the initial Tram Project.

3. Background

- 3.1 Following the opening to revenue service of the tramline in Edinburgh from Edinburgh Airport to York Place on 31 May 2014, the Scottish Government indicated that it intended to commission a public inquiry to understand why the construction of the line had been delivered over time and budget and delivered an incomplete line. In July 2014 the Inquiry was formally established by Scottish Ministers, with Lord Hardie appointed as the Inquiry chair. The Inquiry Report was published on 19 September 2023. It provides a detailed account of the progress of the project and identifies themes and factors that contributed to difficulties in project delivery.
- 3.2 On 28 September 2023, the Council considered a motion on the Tram Inquiry findings and agreed the following:
- 3.2.1 To approve the following adjusted motion by Councillor Day:
- 1) To note Lord Hardie had published his Tram Inquiry findings.
 - 2) To note its extensive nature, cost and lengthy timescale.
 - 3) To request a report on these findings and implications to the November Transport and Environment Committee, then to the December Full Council meeting as a matter of urgency.

- 4) To agree that the Chief Executive's report should include, but not be limited to, implications for future project management practices, and information and/or proposed actions on the following topics:
 - a) A briefing on why the final cost of the initial tram project was reported to councillors at a far lower sum than evidenced by Lord Hardie and who is responsible for this inaccurate information being reported to councillors;
 - b) A copy of the Council's Corporate response to the Maxwellisation process for Lord Hardie's draft report be provided to all councillors;
 - c) An update on the possibility of recourse for the Council to recoup public funds through legal action, either through currently sisted actions or otherwise, against corporations or individuals (including through individuals' professional indemnity insurance);
 - d) The outcome of any action to be taken regarding any individuals still in the employ of the Council as a result of the findings;
 - e) Given recommendations 20-24 inclusive regarding officer candour (notwithstanding any future resulting statutory process by the Scottish Government and regardless of whether this was likely to happen in other Councils to ask the Chief Executive to provide assurance that there were robust arrangements in place to deal with allegations of breaches of the Employee Code of Conduct. In addition, the Chief Executive should provide assurance of any arrangements in place for ALEOs and contractors.
- 5) To note that the subsequent report might contain confidential information about individuals or be subject to legal privilege and recognise that the report may have to be addressed in private. However, for the sake of public transparency, a public report should be provided with any necessary private material published for councillors in a confidential annex.

3.3 This report is due to be considered by Transport and Environment Committee on 16 November 2023, Governance, Risk and Best Value Committee (GRBV) on 28 November 2023 and the Council on 14 December 2023.

4. Main report

4.1 Due to the complexity of the Inquiry report and the differing responsibilities of the committees considering it, to address the actions agreed by the Council, each element is summarised in a separate Appendix, with this covering report explaining the different elements.

- 4.2 Appendix one details the Council's understanding of the failures in delivery of the first phase of the tram project and how that can be used to ensure future delivery of tram infrastructure projects can avoid similar issues. Transport and Environment Committee and the Council have the power within their remits to consider this information.
- 4.3 GRBV Committee has the power to look across at all aspects of Council performance and there will be matters across the report it may wish to scrutinise. However, to avoid duplication of scrutiny, it is recommended that it focusses on appendices two, three and four and any matters involving governance or risk.
- 4.4 Appendix two of the report details the financial cost and reporting of the tram project. This is primarily for the consideration of GRBV and the Council.
- 4.5 Appendix three details the response to the motion in regard to any action to be taken regarding employees as a result of the Inquiry's findings and to officer candour, including Arm's Length External Organisations (ALEOs). This Appendix is for the consideration of GRBV and the Council.
- 4.6 Appendix four is a confidential appendix and updates the Council on any possible legal action. This is for the consideration of GRBV and the Council.
- 4.7 The recommendations of the Tram Inquiry are addressed in the appendices in the report as follows:
- 4.7.1 Recommendations 5 – 7, 9, 10 and 13-19 are considered in appendix one.
- 4.7.2 Recommendations 20 (misleading statements and independent advice) and 21 (accuracy of reporting), are considered at Appendix 3
- 4.8 The following recommendations are not for the Council to consider and as such are not covered within the Appendices to this report:
- 4.8.1 Recommendations 1 to 4 of the Inquiry Report relate to the conduct of public inquiries and are therefore for the Scottish Government to consider.
- 4.8.2 Recommendations 8 (Optimism Bias), 11 (assurance on grant funding) and 12 (Minutes) 22 (sanction in damages), 23 (criminal offence) and 24 (duty to disclose) are for the Scottish Government to consider.
- 4.9 In advance of GRBV and the Council meeting, this covering report will be supplemented by any recommendations the Committees make to the Council.

5. Next Steps

- 5.1 The report is due to be considered by Transport and Environment Committee on 16 November 2023, Governance, Risk and Best Value Committee on 28 November 2023 and the Council on 14 December 2023.

6. Financial impact

- 6.1 Details of the financial cost of the Initial Tram Project are outlined in Appendix two of this report.
- 6.2 Details of the costs associated with litigation are outlined in Appendix four of the report.

7. Equality and Poverty Impact

- 7.1 Integrated Impact Assessments have been carried out as part of the Tram Project phases and would be an integral part of any future tram or light rail projects.

8. Climate and Nature Emergency Implications

- 8.1 There are no additional climate or nature emergency implications as a result of this report.

9. Risk, policy, compliance, governance and community impact

- 9.1 Risk management is outlined in Appendix one of the report in paragraphs 2.4.8 – 2.4.11.
- 9.2 Risk, and how it was applied in the project, was examined extensively within the Inquiry report. The management of risk and the governance surrounding it is detailed in recommendations 6, 7 and 9 included in Appendix one.
- 9.3 Governance is also detailed in Appendix one in paragraphs 2.4.15 – 2.4.18. Arm's Length External Organisation governance and how that is to be strengthened is included in Appendix three.

10. Background reading/external references

- 10.1 [Act of Council No 22 of 28 September 2023 – Minute](#)
- 10.2 [Edinburgh Tram Inquiry Report](#)

11. Appendices

- 11.1 Appendix One – Response on the Tram Inquiry's findings on the Tram Project
- 11.2 Appendix Two – Reporting on the financial cost of the Initial Tram Project
- 11.3 Appendix Three – Officer Candour and ALEOs
- 11.4 Appendix Four – Legal Recourse (B Agenda)

Appendix 1

Response to the Edinburgh Tram Inquiry report

1. Background

- 1.1 Following the opening to revenue service of the tramline in Edinburgh from the Airport to York Place on 31 May 2014, the Scottish Government indicated that it intended to commission a public inquiry to understand why the construction of the line had been delivered over time and budget and delivered an incomplete line. In July 2014 the Inquiry was formally established by Scottish Ministers, with Lord Hardie appointed as the Inquiry chair and with the following Terms of Reference:
1. To inquire into the delivery of the Edinburgh Tram project ('the project'), from proposals for the project emerging to its completion, including the procurement and contract preparation, its governance, project management and delivery structures, and oversight of the relevant contracts, in order to establish why the project incurred delays, cost considerably more than originally budgeted for and delivered significantly less than was projected through reductions in scope.
 2. To examine the consequences of the failure to deliver the project in the time, within the budget and to the extent projected.
 3. To otherwise review the circumstances surrounding the project as necessary, in order to report to the Scottish Ministers making recommendations as to how major tram and light rail infrastructure projects of a similar nature might avoid such failures in future.
- 1.2 The [Inquiry Report](#) was published on 19 September 2023. It provides a detailed account of the progress of the project and identifies themes and factors that contributed to difficulties in project delivery. It also discusses the consequences of the failures in project delivery and makes recommendations.

2. Main report

Purpose and Scope of this report

- 2.1 Lord Hardie as chair of the Inquiry has authored a detailed report into a complex series of events and circumstances into delivery of the tram project from 2006 to 2014. He has made a series of recommendations as to how major tram and light rail infrastructure projects can avoid similar failings in future.

- 2.1 Consideration of the Edinburgh Tram Inquiry Report (the “Inquiry Report”) provides an opportunity for the Council to demonstrate its understanding of the factors that contributed to the difficulties in the first phase of tram delivery. This is important to provide robust assurance that the Council understands the failures in delivery of the first phase of tram and to build confidence in future infrastructure delivery. It is also important that the Council gives consideration to the consequences of the failure to deliver the tram project within the parameters originally approved by the Council and to the recommendations made by the Inquiry Report.
- 2.2 The Inquiry Report is necessarily lengthy and detailed as it describes the events, behaviours and decision making that contributed to the tram project from its commencement until the delivery of the section of line from Edinburgh Airport to York Place. It is not the purpose of this report to reproduce that detail, or to consider evidence and recommendations which do not relate to the Council. It is not possible to replicate in detail the evidence considered and the findings of the Inquiry Report within this paper. The Inquiry Report is included as background reading to this paper.
- 2.3 The Council also had corporate control of tie Ltd, an Arms Length External Organisation (ALEO) wholly owned by the Council (“tie Ltd”). Tie Ltd was set up to provide the procurement, project management and financial management capability to ensure that a number of major transport-related projects were delivered. These projects included delivery of a tram system in Edinburgh.

Evidence and findings of the Inquiry Report

- 2.4 Not all of the failings identified by Lord Hardie were within the control of the Council, however the following issues are of particular relevance:

Outturn cost of the project¹

- 2.4.1 The original budget for the full extent of line 1a (Airport to Newhaven) was assessed to be within the original budget allowance of £545m. Following a mediation held to resolve contractual disputes at Mar Hall, a revised budget for completion of the line to York Place was assessed to be £776m.
- 2.4.2 Lord Hardie has undertaken a review of the total outturn cost of the project. Taking account of additional costs resulting from construction of the line to York Place and the additional cost of borrowing necessitated by the overspend, he has assessed the total cost of the line to York Place at £852.591m. How this additional cost was considered and approved is explained in greater detail at in Appendix 2 of this report.
- 2.4.3 In addition, because a further phase of project delivery was required to complete the line as originally intended, the cost of delivery of the line to Newhaven must also be included in the overall cost of delivery. This is considered in greater detail below.

¹ Inquiry Report 24.2 to 24.30

Procurement strategy

- 2.4.4 The procurement strategy devised by tie Ltd and considered by the Council as part of its approval of the Final Business Case (FBC) for the tram line and sought to reduce risk, particularly in relation to design and utility diversions.
- 2.4.5 The strategy was not fully implemented and key contracts (relating to design and utilities diversions required to implement the procurement strategy) were not effectively managed by tie Ltd. Delay in completion of the design led to the design contract being novated to the contractor responsible for infrastructure and maintenance before design was complete, leading to retention of the design risk by tie Ltd when it should have been fully mitigated.
- 2.4.6 While the Inquiry Report puts primary responsibility for design delay on tie Ltd, it does state that there were failures by the Council which contributed to the design delay. These included a failure by the Council to clarify its own requirements, a failure by the Council to coordinate responses and comments, and the significant volume of design inputs that were received from the Council.
- 2.4.7 In addition, although the Council ultimately had to bear the cost of the failure to implement the procurement strategy and the risk resulting from that, it did not have sufficient understanding of the failure to implement the procurement strategy to be able to mitigate these costs.
- 2.4.8 The Inquiry Report finds that some Council officials were aware that the price for the Infraco works was not fixed at contract close. However, most were not due to the fact that they relied on what was reported to them by tie Ltd and its advisers. Elected members were not aware of the failure to implement the procurement strategy and the effect that this could have on the budget.
- 2.4.9 In addition, the risk allowance made at the time of the FBC assumed that the procurement strategy would be implemented in full. Although this was not delivered, the risk allowance was not updated to reflect this and this connection was not fully understood by the Council.

Risk Management

- 2.4.10 The Council was ultimately responsible for the outturn cost of the project, with the contribution of Scottish Ministers being capped. Therefore, it was essentially underwriting the costs and risks incurred by tie Ltd in project delivery. However, the Council did not have a full understanding of the approach taken to risk in the project.
- 2.4.11 In assessing risk for the draft Interim Outline Business Case in 2005, an incorrect reference class was selected, the most up to date guidance was not used and subjective deductions were made. Had the correct guidance been used, it would have been clear that the projected cost of the project exceeded available funds. This was an opportunity lost for the Council to

reassess the basis of the project and to better understand the risk associated before proceeding.

2.4.12 The management of risk throughout the project was overly optimistic, subjective and did not take account of optimistic bias. There were a number of reductions in risk allowance which Lord Hardie considers could not be justified. In addition, the probability applied to the quantification of risk was reduced without being flagged to the Council. This resulted in the risk allowance being too low.

2.4.13 The Council did not insist upon an independent review of tie Ltd's approach to risk quantification. In light of the Council's responsibility for cost overruns, it should have ensured that a detailed independent risk review was completed. If that had been completed prior to signature of the Infraco contract, it is likely that a review of the Infraco contract would also have been recommended.

Independent legal advice

2.4.14 The Council did not obtain independent legal advice, and instead relied on a duty of care extended to the Council by DLA Piper Scotland LLP (DLA) who acted for tie Ltd. Although concerns were raised about this approach by officers, independent advice was not instructed by the Council in advance of signature of the Infraco contract, and in any event until autumn 2010.

2.4.15 Lord Hardie finds in the Inquiry Report that the decision not to obtain independent legal advice left the Council unprotected and had far reaching consequences for the project.

2.4.16 In addition, the terms of the contract entered into and the subsequent amendments to it were not fully understood and assurances given on the terms of the contract gave rise to false confidence in project delivery.

Governance

2.4.17 The Inquiry Report describes a number of deficiencies in the governance structure selected for the project, including confusion in the purpose of various bodies created and a lack of understanding of the responsibilities of key roles. In addition, the governance structure was unnecessarily complex.

2.4.18 The governance created did not ensure satisfactory reporting to the Council as ultimate project owner.

2.4.19 Together, this led to a lack of clear roles and confusion on who was ultimately responsible, alongside a structure that did not allow issues and problems to be identified and resolved as they emerged.

2.4.20 The Inquiry Report also describes the governance and oversight of tie Ltd as an arms length company to the Council and the role of Councillors on the company board, which did not satisfy the purposes for which it was carried out and gave rise to a false feeling of confidence.

Reporting to Councillors

2.4.21 The Inquiry Report observes that the flow of information to Councillors was by Council officials through reporting, albeit that some of the reporting was based on reports issued by tie Ltd which themselves were lacking and not subjected to independent scrutiny which could have revealed emerging issues.

2.4.22 The Inquiry Report makes clear that there were instances where reports drafted by Council officers and issued to Councillors were misleading or incomplete, even where Council officers were aware of the true position. This resulted in decision making which was not robust as it was not taken in view of the facts at the time. ²

Consequences of failure in delivery

2.5 The Inquiry Report provides insight into the consequences of the failure to deliver the project to programme and within budget.

Additional cost of Trams to Newhaven project

2.4.23 To make a valid comparison with the original budget allowance it is necessary to factor in the cost of completion of the line to Newhaven. The final account for the construction of that section is not yet available, though taking the current budget of £207.3m the total cost of the entire line has been assessed by Lord Hardie as follows:

	£ (m)
Assessment of total cost to York Place	835.739 ³
Construction cost York Place to Newhaven	207.3
Total	1,043.039

2.4.24 When the final account for the line to Newhaven is available this figure can be confirmed but, in the meantime, represents the best estimate of the additional cost of the construction of line 1a in excess of the original budget of £545m. The Council has borrowed to fund the cost of construction of the line to Newhaven and this will have to be considered as part of the outturn final account.

2.4.25 The impact on Council budgets is projected to be £14.3m per annum from 2014 to 2044 for the first phase of tram delivery and £9.7m per annum from 2023 to 2053 for the section of line to Newhaven. These costs are in line with

² For example see 14.199 et seq; 13.171 to 13.178

³ This figure corresponds to the £853.739m reported in Appendix 2, Table 1, less £16.852m of parliamentary process costs incurred by Scottish Ministers, which Lord Hard acknowledges should be excluded from any like for like comparison with the original £545m budget

estimates provided to members when prudential borrowing was approved in 2011 and 2019 respectively.

Delay to benefit realisation

- 2.4.26 The line to Newhaven was not delivered until 2023, causing a delay to the benefits that were projected to be delivered by the tram line. In addition, the additional cost of the project reduced the benefit to cost ratio below 1. Lord Hardie considers that had this been known at the time the project was approved, it was unlikely that the project would have received consent as the benefits would not have been sufficient for approval.
- 2.4.27 The level of development in this area anticipated in the FBC for phase 1 did not materialise.
- 2.4.28 The reasons behind this are complicated as, in addition to the fact that the tram was not constructed, there was a credit crunch and Forth Ports operational land was removed from the mixed use allocation in the City of Edinburgh Council Local Development Plan 2015.
- 2.4.29 Since the line to Newhaven was approved, construction has commenced on a number of housing developments in this area and it is arguable that this may have been brought forward earlier if the tram had been constructed when originally scheduled.
- 2.4.30 The revenue projected to have been earned from the tram line was also delayed by the late completion. While this is difficult to quantify, it is considered that estimate of lost income in the Inquiry Report of £4m per annum is significantly overstated. This is because it does not recognise the additional costs required to operate that section of the line. It also does not take account of the fact that a large proportion of travellers would otherwise have taken a Lothian Bus, so the income would not have been additional to the wider Transport for Edinburgh (TfE) group of companies.

Disruption

- 2.4.31 The prolongation of construction works by three years and the requirement for the Council to undertake a separate project to complete the line to Newhaven meant that people living and working in Edinburgh and visiting it suffered disruption beyond that reasonably expected to be caused by a major infrastructure project.
- 2.4.32 Residents and businesses along the route of line 1a suffered the most disruption due to the noise, dust and inconvenience of living along the tram route. This included increased traffic flows during construction along diversionary routes which in some cases have been made permanent since construction completed.
- 2.4.33 The Inquiry Report also highlights the economic impact of the works on businesses, with particular reference to the impact on small businesses on Leith Walk and in the west end of Edinburgh, and the additional economic

impact suffered both as a result of the prolongation of the works and because of the manner in which traffic management was established.

Reputation

2.4.34 The Inquiry Report references the impact on the Council's reputation as a result of delivery of the first phase of tram. It is crucial the Council works to build trust so that residents and businesses in Edinburgh have confidence in the Council's ability to deliver major infrastructure projects so that investment can be made where required.

2.4.35 The relationship between councillors and officers was also significantly affected in particular because of the fact that the reports received by councillors for decision were misleading in places and information was omitted from them, as highlighted above and more fully in the Inquiry Report.

Recommendations

2.4.36 Recommendations 1 to 4 of the Inquiry Report relate to the conduct of public inquiries and are therefore for the Scottish Government to consider. They are not considered in this report.

2.4.37 Recommendations 8 (Optimism Bias), 11 (assurance on grant funding) and 12 (Minutes) 22 (sanction in damages), 23 (criminal offence) and 24 (duty to disclose) are for the Scottish Government to consider and are not considered in this report.

2.4.38 Recommendations 20 (misleading statements and independent advice) and 21 (accuracy of reporting), are considered at Appendix 3

The remaining Recommendations are as follows:

2.4.39 Recommendation 5

Where the Business Case for any future light rail project is based upon an assumption that, prior to the award of the contract for the construction of the infrastructure, certain matters will have been completed (e.g. design, the obtaining of all necessary approvals and consents or the diversion of utilities), the contract negotiations should be delayed until completion of these matters has been achieved, failing which before any infrastructure contract is signed a new Business Case should be prepared on the basis of the altered assumptions that prevail and should be approved by the promoter and owner of the project.

As set out above the failure to implement the procurement strategy on which the contract procurement and FBC were based was a key cause of the cost overrun and programme delay of the first phase of tram delivery in Edinburgh. If the contract negotiations for the Infraco contract had been delayed until the design contract was complete and utilities diverted the client risk associated with these elements would not have materialised.

There should be confidence that the procurement strategy has been executed when gateway milestones are met. The organisation holding the risk of any project should fully understand a procurement strategy and the milestones required to successfully implement it . This should be supported by a review to confirm that the procurement strategy has been successfully implemented and specific assurance given that the contracts reflect the procurement strategy and risk allocation anticipated.

It is recommended that the Council should adopt this Recommendation.

2.4.40 Recommendation 6

All versions of the Business Case, including any Business Case required as a result of altered assumptions, should include an assessment of risk that takes account of optimism bias in accordance with the current published government guidance.

The Tram Inquiry report found that the risk quantification was too low at the time of consideration of the Business Case. As a result, the Council lost a key opportunity to understand the potential cost of the tram project when making the decision to proceed and would have understood that it was not within budget. Therefore, consideration of optimism bias should be made at key decision points for each project with justification given for the reference class and level of optimism bias selected.

The Council could also consider undertaking a reference class analysis for large projects such as a future light rail project which would provide an additional level of assurance.

In such cases an appropriate governance mechanism to manage risk allowance should be developed to ensure that risk is robustly managed.

It is recommended that the Council should adopt this Recommendation.

2.4.41 Recommendation 7

The assessment of risk at each stage mentioned in Recommendation 6 should be the subject of a peer review by external consultants with experience of similar large-scale infrastructure projects in the transportation sector who should submit a report of each review to the promoter and owner of the project as well as to the procurement and project manager sufficiently far in advance of the signature of the infrastructure contract to enable the promoter and owner to consider whether to authorise its signature and, as appropriate, to consider any other available options requiring a strategic decision.

The selection of a reference class and the level of the optimism bias is for the risk management team for any project to decide. This introduces a level of subjectivity into the risk selection. A peer review as recommended will give the project sponsor assurance that the that the selection made is justifiable in the circumstances.

It is recommended that the Council should adopt this Recommendation.

2.4.42 Recommendation 9

The identification and management of risk should be an integral part of the governance of all major public-sector contracts in future. In identifying and managing risk the following principles should be adopted:

Probabilistic forecasts rather than single-point forecasts should be used to take account of the risk appetite of funders and project sponsors.

Funders, sponsors and project managers should be cautious when adjusting uplifts and there should be critical review of claims that mitigation measures have reduced project risk.

Effective governance needs to provide constant challenge and control of the project, including recording of where the project is compared with its baseline, and reacting quickly to get the project back on track, whenever there are signs that it is veering off course. This necessitates providing senior decision-makers with data-driven reports on project performance and forecasts combined with reports by the management team and independent audits.

In reporting to governance bodies there should be special emphasis on detecting early warning signs that the cost, schedule and benefit risks may be materialising so that damage to the project can be prevented. If early warning signs do emerge, the project should revisit assumptions and reassess risk and optimism bias forecasts.

The quality of evidence rather than process is the key to providing effective oversight and validation.

This Recommendation relates to all major projects undertaken by the public sector. The Council should undertake a review of how risk is managed across major projects in the Council in order to ascertain the processes followed and to ensure that a common approach is taken.

The Council has a differing risk approach dependent upon key criteria, for example the value and risk associated with each major project. It would bring clarity for a standard approach to be adopted with a clear process to be used across Council projects, incorporating the use of forecasting and early warning indicators as recommended.

Similarly, standard reporting should be adopted for ease of understanding and so that decision makers can identify trends and patterns across project delivery.

It is recommended that the Council should adopt this Recommendation.

2.4.43 Recommendation 10

In the interests of protecting the public purse and maximising the benefits from public expenditure on major projects, the Scottish Ministers should contemplate establishing a joint working group consisting of officials in Transport Scotland and representatives of the Convention of Scottish Local Authorities (“COSLA”) to consider how best to take advantage of:

tolerating the risk of cost overrun that is always a possibility in risk assessments by including all public-sector light rail projects in the portfolio of large projects undertaken by the Scottish Government, including those to be constructed wholly within the geographical boundaries of a single local authority;

the greater experience within Transport Scotland of managing major projects in the public sector; and

the necessary skills and expertise within Transport Scotland to deliver the project on time and within budget.

This is a Recommendation for the Scottish Ministers, however the Council recognises that there is a benefit of joint working across organisations. In the event that a joint working group is established it is recommended that the Council should offer support to that working group if invited to do so.

2.4.44 Recommendation 13

The procurement strategy for any future light rail project should make adequate provision for the uncertainties concerning the location of utilities and redundant equipment belonging to present and past utility companies, particularly in urban centres. In particular, although it is not possible to be prescriptive about the appropriate timescale:

the procurement strategy should include a requirement that the route of the track should be exposed and cleared of utilities well in advance of the infrastructure contractors commencing their work;

the procurement strategy should specify the period that should elapse between the exposure and clearance of the route and the commencement of construction, to ensure that the contractors have unrestricted access to the construction site and may proceed with the infrastructure works unencumbered by the presence of utilities; and

in fixing the period mentioned above, the procurement strategy should take into account the length of the route to be constructed, past experience of the time taken for the diversion of utilities in light rail projects in other parts of the UK and any additional constraints peculiar to the project such as an embargo on work to divert utilities during particular periods such as the festive season or special events (e.g. the Edinburgh Festival).

Utility clearance is a key risk for any light rail project and the strategy to deal with this risk needs to be carefully considered.

The procurement approach taken on the first phase of tram delivery for diversion of utilities was to divert the utilities ahead of the infrastructure works. However, due to the delay in design completion and the complexity of utility diversions this approach did not mitigate the utility diversion risk as anticipated.

This Recommendation proposes that utilities should be cleared well ahead of commencement of the infrastructure works and that a defined period should elapse between the diversion of utilities and commencement of infrastructure works.

The strategy successfully adopted on the Trams to Newhaven project was a “one dig” approach meaning that utility diversions were completed immediately ahead of infrastructure works. The project utilised large work sites to mitigate programme risk and closely managed the utility diversion contract working collaboratively with its infrastructure and systems contractor to reduce cost and risk associated with utilities. There may be alternative considerations for any future project that may require a different approach.

Therefore the Council could agree that this risk requires careful consideration but that it is not possible to be prescriptive on approach. It is recommended that in any future light rail project a clear procurement strategy for utility diversions should be adopted, taking account of considerations known at that time.

It is recommended that the Council should adopt this Recommendation subject to the caveat above.

2.4.45 Recommendation 14

Although some participants in the Inquiry criticised the use of MUDFA to divert utilities in advance of the infrastructure works and advocated the “bow wave” approach to the diversion of utilities that followed the mediation settlement at Mar Hall, I do not think it appropriate to be prescriptive about how the risks associated with the diversion of utilities are managed. It is sufficient for promoters of light rail schemes to be aware of such risks and to demonstrate that they have adequate proposals for managing them.

A key risk for any future light rail project relates to utility diversions and how this should be managed and mitigated. The procurement approach adopted and referenced in Recommendation 13 is key to mitigation of this risk. The project sponsor should be satisfied that there is a procurement strategy in place, that it is fully implemented and data provided to the project sponsor on the progress of utility diversions should include data on cost and delivery of diversions against programme such that progress can be monitored and early warnings flagged.

It is recommended that the Council should adopt this Recommendation.

2.4.46 Recommendation 15

In recognition of the various difficulties likely to be experienced in the design and construction of a light rail project through a city centre, the promoter and owner of the project should appoint as its procurement and project manager a company with suitably qualified and experienced permanent employees that has delivered a similar project successfully on time and within budget or can demonstrate that it will be able to do so.

The Inquiry Report highlights a number of instances where there was insufficient experience in delivery to give assurance that the project would be properly managed. The procurement and project management of a project is key to success and demonstrable experience should be secured as part of light rail delivery.

It is recommended that the Council should adopt this Recommendation.

2.4.47 Recommendation 16

Immediately following the appointment of the designer, and throughout the design of the project, the designer should engage with the promoter and owner of the project, the procurement and project manager, the local planning authority, the utility companies and interested third parties owning land that may be affected by the project to clarify their design criteria. In such discussions throughout the design of the project the promoter and owner of the project should co-ordinate responses to the various stages of design and, in doing so, should take into account the competing interests of different parties and of various departments within any local authority exercising different statutory functions as well as the significance of the project in the context of the community as a whole and should provide all necessary assistance and clear and timeous instructions to the designer to avoid delays and additional expense. In that regard:

prior to the appointment of the designer the local planning authority ought to produce sufficiently detailed design guidelines to enable the designer to take them into account from the outset when designing the tram network and to improve the prospects of obtaining the necessary consents and approvals without requiring repeated re-submission of designs that will result in delay to the project with resultant expense;

throughout the project a collaborative approach should be adopted by the promoter and owner to achieve an early resolution of any design issues that arise; and

the promoter and owner should assume primary responsibility for co-ordinating the local authority's response and for negotiating the resolution of all issues to enable clear instructions to be issued to the designer and to

avoid re-design of sections of the route following reconsideration of matters that have been resolved at an earlier stage.

The Inquiry Report identifies a difference in the approach taken by the Council to design before and after the Mar Hall mediation. Prior to the mediation there was not a single point of contact at the Council to coordinate the design responses and this led to confusion as to the Council's position.

In order to avoid this in future, Lord Hardie recommends that the Council produces detailed design guidance to assist design development, collaborate with the designer to resolve design issues and coordinate the response to design queries such that clear instructions can be given.

It is recommended that the Council should adopt this Recommendation.

2.4.48 Recommendation 17

The governance structure for the delivery of a major project such as a light rail scheme should follow the published guidance and should ensure that there is clarity regarding the respective roles of the various bodies and individuals involved in its delivery. In particular, the chairman of the company responsible for the procurement and management of the project should not also be its chief executive.

The Inquiry Report describes difficulties in the governance of the first phase of tram delivery as a result of complexity in the governance structure and also due to a lack of understanding by individuals and bodies as to their roles and responsibilities.

It is agreed that in future the Council should ensure that the governance structure follows up to date guidance and importantly clearly sets out the roles and responsibilities of bodies and individuals. The Council should also seek assurance that the roles and responsibilities are clearly understood and a mechanism for this is set out at Recommendation 18.

It is recommended that the Council should adopt this Recommendation.

2.4.49 Recommendation 18

As part of their investigations, representatives of OGC undertaking an independent "readiness review" of a publicly funded project and representatives of any person, including representatives of any public body such as Audit Scotland, undertaking a review of the progress of and/or expenditure on a project funded in whole or in part by public funds should interview key personnel involved in the project to ensure that each of them understands his or her role and is performing it effectively. In preparing any list of key personnel to be interviewed, the individuals undertaking the investigations shall include the person designated as SRO.

While this Recommendation is for third parties who may undertake a readiness review or audit of a publicly funded project in future, it is

recommended that the Council agrees to support any such review or audit to ensure that there is a clear understanding of roles and responsibilities.

2.4.50 Recommendation 19

At all stages of the project there should be a collaborative approach to delivering it. This should include the co-location of representatives from each organisation relevant to the particular stage reached and having an interest in its completion to enable any issues to be addressed and resolved at the earliest opportunity, thereby minimising the risk of the escalation of disputes with associated delays and increased expense.

The Inquiry Report describes some of the damaging behaviours adopted during project delivery by various parties. The advantage of co locating representatives having an interest in project completion is understood and indeed was successfully adopted on the Trams to Newhaven project.

It is recommended that the Council should adopt this Recommendation.

Reporting of Final Cost of Initial Tram Project

- 1.1.1 In reviewing the financial evidence to the Inquiry, Lord Hardie concludes that the estimated cost to the public purse of the initial phase of the project was £852.6m compared to £776m, reported to Council on 25 September 2014¹ by the former Chief Executive. In assessing the reasons for this difference, members should note that Lord Hardie regards the additional expenditure relating to the Tram project that was included in other budgets to have been “properly incurred”² by the Council and Scottish Ministers, but considers collating it with the rest of the project spend to be “in the public interest”³.
- 1.1.2 Lord Hardie’s assessment of additional costs is consistent with the evidence provided by the Council to the Inquiry. Analysis also shows that all additional costs incurred by the Council were managed within approved budgets and reported separately to the appropriate Council committee, in accordance with the financial governance arrangements. A breakdown of costs collated by the Inquiry is included in Table 1 below, with detailed explanations provided in subsequent paragraphs.
- 1.1.3 The analysis collated by Lord Hardie is helpful in setting out the total cost to the public purse of the project and provides a baseline for comparison of actual expenditure against the original budget of £545m and the increased budget of £776m.

¹ [Edinburgh Tram Project - Update Report, The City of Edinburgh Council 24 September 2014](#)

² Edinburgh Tram Inquiry Report, paragraph 24.9

³ Edinburgh Tram Inquiry Report, paragraph 24.9

Table 1: Estimated Cost to the Public Purse⁴

	Paid by Scottish Ministers	Project Costs £m Paid by CEC	Total
1. Reported Costs (2017) ⁵	500.000	276.662	776.662
2. Additional Costs of resolving outstanding disputes	-	4.456	4.456
3. Base Figure (Sum of 1 and 2 above)	500.000	281.118	781.118
4. Additional Costs (CEC)			
a) Hardship Relief Scheme		0.021	0.021
b) Open for Business Scheme	-	0.990	0.990
c) Reinstatement Works – Leith Improvement Programme, St Andrew’s Square and West End	-	6.927	6.927
d) tie Pension Fund Deficit	-	4.798	4.798
e) CEC Revenue Budget Recharge	-	9.821	9.821
5. Subtotal (Sum of 3 and 4 above)	500.000	303.675	803.675
6. Additional Costs (Scottish Ministers)			
a) Scottish Parliamentary Process	16.852	-	16.852
b) Rateable Value Reduction Scheme	6.300	-	6.300
c) Hardship Relief Scheme	0.064		0.064
7. Subtotal (Sum of 5 and 6 above)	523.216	303.675	826.891
8. Revenue cost of borrowing (NPV)	-	25.700	25.700
9. Total (sum of 7 and 8 above)	523.216	329.375	852.591

Additional Costs Incurred by CEC

1.1.4 **Additional Costs of Resolving Outstanding Disputes - £4.456m (Table 1, line 2)** - The cost of outstanding disputes relates to two separate claims. The first of which was reported to members in private due to commercial considerations; the second is still to be settled, but will be reported to members prior to any payment being made.

1.1.5 **Hardship Relief Scheme - £0.085m (Table 1, lines 4a and 6c)** – On 29 May 2008, the Council approved a report from the Director of

⁴ Source: Edinburgh Tram Inquiry Report, table 24.1

⁵ CEC Submission to the Edinburgh Tram Inquiry

Finance, recommending additional support to small businesses along the route of the tram line.⁶ The report's financial implications set out that 75% of the scheme would be met by Scottish Government, with the remaining 25% being met by the Council and contained within the overall estimate of Council Tax for the year.

- 1.1.6 **Open for Business Scheme - £0.990m (Table 1, line 4b)** - When the Council approved the decision to continue the project as far as York Place on 2 September 2011⁷ it also approved a package of media and marketing initiatives known as the Open for Business Scheme to provide additional support to business impacted by the project. The costs of these measures were included in the reporting of the Council's financial outturn for the relevant financial years.
- 1.1.7 **Reinstatement works funded from Capital Investment Programme - £6.927m (Table 1, line 4c)** – Additional works at the West End, St Andrew's Square, Leith Walk and Constitution Street were funded separately as part of the Council's wider capital investment programme, which was reported to members under separate financial governance arrangements. They were therefore not included in reporting against the £776m tram budget.
- 1.1.8 **Pension Fund Deficit - £4.798m (Table 1, line 4d)** –The pension deficit relating to the cessation of tie Ltd was reported to Finance and Resources Committee as part of the [Revenue Monitoring 2011/12 Outturn Report](#) and was funded from the overall Council revenue budget for that year. As stated in the report, where it has been established that there is a link between the employer and a Council, then that Council will meet the total of any deficit. Thus, the Council was responsible for meeting the costs of tie's pension deficit.
- 1.1.9 **CEC Revenue Budget Recharge - £9.821m (Table 1, line 4e)** –These costs comprise internal staffing costs as well as some of the costs of preparing for operations and were contained within the Council's overall revenue budget. These costs were included in the reporting of the Council's financial outturn for the relevant financial years.

Additional Costs Incurred by The Scottish Government

- 1.1.10 **Scottish Parliamentary Process - £16.9m (Table 1, line 6a)** – Before the Council could progress the tram project, it required the legal powers to do so. This was done via two separate acts of the Scottish

⁶ [Tram Construction Project - Discretionary Rating Relief/Other Possible Assistance - Report by Director of Finance, 29 May 2008](#)

⁷ [Edinburgh Tram Project, City of Edinburgh Council, 2 September 2011](#)

Parliament⁸ and was funded from grants from Scottish Ministers. As a previously incurred or “sunk” costs, they were excluded from the original £545m budget and Lord Hardie acknowledges that it is also appropriate to exclude this expenditure from a like for like comparison with the original budget. However, for completeness he adds them to calculate the total cost to the public purse.⁹

1.1.11 Rateable Value Reduction Scheme - £6.3m (Table 1, line 6b) –

Rateable values are independently determined by Lothian Valuation Joint Board. During the construction phase a standard 20% rateable value reduction was applied to all retail properties with a frontage on to the tram works, with discretionary additional relief applied in cases of more extreme disruption. It is estimated that this resulted in a reduction of non-domestic rates (NDR) income of £6.3m. As the Council pays all NDR collected into a national NDR pool, this reduction in income did not directly impact Council budgets and was not included in the Council’s assessment of costs.

Cost of Borrowing – Net Present Value

1.1.12 Revenue Cost of Borrowing (NPV) - £25.700m (Table 1, line 8) –

The Council decision to continue to build the initial phase of the tram as far as York Place was supported by a report which clearly set out the costs of borrowing¹⁰. It was estimated that the cost of borrowing would amount to £15.3m a year for a 30 year period, based on an assumed interest rate of 5.1%. The actual interest rate achieved was 4% and although the level of borrowing was higher due to delays in receiving developers contributions, the annual borrowing cost associated with the project is now calculated at £14.3m per annum. This is annually £1m less was reported to members in 2011. In calculating the additional sum attributable to the project, Lord Hardie takes account of the time value of money¹¹ and calculates that the interest cost equates to an additional £25.7m. The NPV calculation is set out in Annex A.

**CEC Finance
2 November 2023**

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⁸ The Edinburgh Tram (Line 1) Act 2006 and the Edinburgh Tram (Line2) Act 2006. Work was also commenced for a third act of parliament for a further line to the south of the city, but this was abandoned following the result of the congestion charging referendum.

⁹ Tram Inquiry Report, paragraph 24.11

¹⁰ [Edinburgh Tram Project, City of Edinburgh Council, 2 September 2011](#)

¹¹ The time value of money (TVM) is the concept that a sum of money is worth more now than the same sum will be at a future date due to its earnings potential

Annex A

NPV Calculation - Additional Borrowing of £246.5m at 4%

Rate	3.5%		
Year	Cash £m		NPV £m
-	14.3	1.0000	14.3
1	14.3	1.0350	13.8
2	14.3	1.0712	13.3
3	14.3	1.1087	12.9
4	14.3	1.1475	12.5
5	14.3	1.1877	12.0
6	14.3	1.2293	11.6
7	14.3	1.2723	11.2
8	14.3	1.3168	10.9
9	14.3	1.3629	10.5
10	14.3	1.4106	10.1
11	14.3	1.4600	9.8
12	14.3	1.5111	9.5
13	14.3	1.5640	9.1
14	14.3	1.6187	8.8
15	14.3	1.6753	8.5
16	14.3	1.7340	8.2
17	14.3	1.7947	8.0
18	14.3	1.8575	7.7
19	14.3	1.9225	7.4
20	14.3	1.9898	7.2
21	14.3	2.0594	6.9
22	14.3	2.1315	6.7
23	14.3	2.2061	6.5
24	14.3	2.2833	6.3
25	14.3	2.3632	6.1
26	14.3	2.4460	5.8
27	14.3	2.5316	5.6
28	14.3	2.6202	5.5
29	14.3	2.7119	5.3
	429.0		272.2
Borrowing to find budget increase £545m to £776m			231.0
Borrowing to fund estimated shortfall in developer contributions			15.5
			246.5
			25.7

Response to Motion of 28 September 2023 (City of Edinburgh Council)

Motion Number 4

“The outcome of any action to be taken regarding any individuals still in the employ of the Council as a result of the findings”.

The Chief Executive of the City of Edinburgh Council commissioned an investigation into the Tram Inquiry Report recommendations to consider any findings and subsequent actions by individuals still in the employ of the Council.

The Chief Executive appointed the Service Director, Human Resources as Investigating Officer in line with the Council’s Disciplinary Procedure.

A detailed confidential investigation was undertaken to consider the recommendations and findings contained within the Tram Inquiry Report. The investigating officer sought to establish facts and evidence in response to these to allow for a conclusion to be reached based on those determinations.

Following completion of the investigation process, recommendations were considered by the Chief Executive who was satisfied that the process had been robustly conducted and concluded that there was no further action required.

As the implementation of recommendations continue this may result in consideration of other investigations as necessary which will be conducted in line with agreed policies and procedures.

Motion Number 5

“Given recommendations 20-24 inclusive regarding officer candour (notwithstanding any future resulting statutory process by the Scottish Government and regardless of whether this was likely to happen in other Councils to ask the Chief Executive to provide assurance that there were robust arrangements in place to deal with allegations of breaches of the Employee Code of Conduct. In addition, the Chief Executive should provide assurance of any arrangements in place for ALEOs and contractors”.

The following documents sets out arrangements which are currently in place for dealing with allegations of gross misconductⁱ, including consideration of suspension. These have all been subject to recent review and are deemed to be robust in allowing the Council to deal with allegations of breaches of the Code of Conduct.

These documents are referenced in the Employee Code of Conduct and outlined as part of the Induction process. In addition, documents are available to all colleagues on the Orb, and updates are provided when there are any updates or changes.

Within the City of Edinburgh Council, we have an Employee Code of Conduct (reviewed in 2023), Disciplinary Policies and a Disciplinary Code which are intended to ensure that colleagues understand their responsibilities, rights, and duties as a Council employee. This also forms part of colleagues Contract of Employment.

The City of Edinburgh Council Disciplinary Policies for Teaching Staff and Local Government Employees were reviewed and agreed by Policy and Sustainability Committee on 30 August 2022 and implemented from 3 October 2022.

At Policy and Sustainability Committee on 29 March 2022 it was agreed to adopt the Scottish Joint Scottish Joint Negotiating Committee (SJNC) Model Framework (the “Gold Book”) for Chief Executive Officers and specifically Appendix A – Chief Executive Disciplinary Framework.

There is also a Disciplinary Procedure for Chief Officers (Heads of Departments). If the Chief Executive is unable for whatever reason (e.g., conflict of interest) to take part in a process relating to Chief Officers, then the Gold Book would be applied.

Scrutiny and Challenge in regard to ALEOs

The Council’s relationship with its Arm-Length External Organisations (ALEOs) is outlined in the Tram Inquiry report and there are two recommendations (20 and 21) that relate to misleading the authority, scrutiny and challenge and the distinction in role between officer and councillors. Lord Hardie covers ALEOs extensively in his report. He focuses on control of the companies, supervision of the companies and mechanisms for scrutiny, reporting of the companies and the residual powers of the Council. He also examines the role of councillors on the boards of ALEOs.

The scrutiny of ALEOs by the Council and officers has significantly improved since the original tram project, with reports in 2012 and 2016 in particular looking at how ALEOs operate and their relationship with the Council. This has resulted in the formalisation of the Council’s observer role, increased scrutiny by Council committees and regular reporting. The 2016 report established dual reporting of the Council’s ALEOs to an executive committee and to the Governance, Risk and Best Value Committee to ensure that there was a level of consistency to monitoring and oversight of ALEOs across all Council committees. It also introduced Council ALEOs to making a submission to the Council’s annual assurance process. This requires ALEOs to highlight issues that may affect the accounts and any risks or compliance matters across the previous financial year. The Council observer role is a key element of the Council’s oversight of its ALEOs as it is the observer who acts as the first point of liaison between the Council and the ALEO and who would escalate any risks or issues to the Council.

However, despite the improvements to scrutiny since 2016, how the Council scrutinises and monitors its ALEOs can still be enhanced. Internal Audit has recommended that an ALEO framework be established which will examine and review how scrutiny can be improved and how to build on the good working relationships with ALEOs. This work is currently underway and will report in 2024. It will look to strengthen how the Council scrutinises its ALEOs both by officers and councillors, how ALEOs report to the Council, the governance documentation between the Council and the ALEO and the subsequent powers of the Council, the Council observer role and will explore Board membership.

Furthermore in recommendation 20, it specifically outlines that ALEOs should not submit false or misleading information to the Council and that information should be scrutinised and in the agreed Council motion assurance was asked to be provided on the arrangements with ALEOs in regard to recommendations 20-24 . As outlined above the scrutiny of ALEO information has increased significantly by councillors and officers. In the circumstances that misleading information was provided to the Council, then steps would need to be taken in accordance with the shareholder agreement or service level agreement (whichever was appropriate for that organisation). The Council’s ALEOs have very different arrangements in place due to their different legal statuses. This means that the mechanism for the Council to address issues such as this are different depending on whether the ALEO is a company, a charity and whether the Council wholly owns the organisation or not. This relationship though is outlined in the shareholder agreement or the service level agreements but there is currently not a consistent approach from the Council. The ALEO framework will be

examining all governance documentation between the Council and its ALEOs and will be recommending that the importance of candour is formalised in this documentation so that there is clarity and consistency in the Council's approach and an understanding of what action the Council can take.

Recommendation 21 highlights the need for local authority officials to be mindful of the distinction in roles between them and councillors. This is an important element of our governance, and the Member/Officer Protocol highlights the distinction of roles between officers and councillors. Currently training is being delivered to senior officers initially across the Council on the Protocol and this is covered extensively in the training.

Recommendation 21 also recommends that officers do not assume the accuracy of ALEO reports based upon the adoption of a 'one family' approach. As outlined above, the 2016 ALEO report sought to build greater controls to ensure more independent advice from Council officers through the use of Council observers and reporting arrangements. As part of the ALEO framework workstream this will be reviewed and strengthened further.

Procurement

Where a bidder fails to supply all information requested or supplies misleading information at time of tender the Council shall exclude the bidder from participation in the bidding process; where this comes to light prior to contract award and allows termination of any contract awarded as a result of that process. If this failure or misrepresentation arises after the award of contract, the Council's standard Terms and Conditions would allow the Council to terminate for breach of contract and pursue the contractor for damages. The Council's standard terms and conditions of contract provide that the contractor will owe the Council a 'duty of care' which should not fall below that expected of Good Industry Practice. In the event that they do, there is an indemnity and insurance requirement to address any losses suffered by the Council. This includes all actions, omissions, proceedings and costs applicable through breach of contract. For some high value, high risk projects it may be more appropriate to use bespoke Terms and Conditions.

It is recommended that the Council adopt recommendations 20 and 21.

ⁱ Gross misconduct is defined as behaviour of such a nature that the Council is unable to tolerate the continued employment of the individual concerned. Gross misconduct can also occur outwith the workplace. The Disciplinary Code sets out some examples of gross misconduct and some of these include:

- Gross carelessness or negligence in carrying out the duties and responsibilities of the post.
- Fraud, forgery, or other dishonesty including but not limited to: falsifying any document, record, claim or account.
- Serious negligence in work performance.
- Behaviour which brings the reputation of the council into disrepute, either carried out at work, out with work or using social media.
- A significant failure to comply with the Employee Code of Conduct, the Council's financial regulations, or service specific procedures.

by virtue of paragraph(s) 12 of Part 1 of Schedule 7A
of the Local Government(Scotland) Act 1973.

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Transport and Environment Committee

10.00am, Thursday, 16 November 2023

Travelling Safely Schemes

**Executive/routine
Wards**

**Routine
1 - Almond; 8 - Colinton/Fairmilehead; 10 -
Morningside; 15 - Southside/Newington**

1. Recommendations

- 1.1 It is recommended that Transport and Environment Committee:
- 1.1.1 Approves the proposed amendments to the Travelling Safely schemes at Silverknowes Road North and Silverknowes Road South and the advertisement of new Experimental Traffic Regulation Orders (ETROs) for these schemes;
 - 1.1.2 Notes the discussions with Councillors for Wards 8 and 10 in relation to the scheme at Comiston Road and approves the proposed amendments to this scheme and the advertisement of a new ETRO;
 - 1.1.3 Notes the engagement with Councillors for Wards 8 and 10 and the subsequent engagement with residents living in the vicinity of the Greenbank to Meadows Quiet Connection and Braid Road schemes and the large number of responses received; and
 - 1.1.4 In respect of recommendation, 1.1.3, notes that a report on the outcomes of this engagement and proposed next steps will be presented in early 2024.

Paul Lawrence

Executive Director of Place

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Travelling Safely Schemes

2. Executive Summary

- 2.1 This report provides a response to a motion by Councillor Lang relating to the Braid Road, Greenbank to Meadows Quiet Connection, Comiston Road, Silverknowes Road North and Silverknowes Road South Travelling Safely schemes. It proposes a way forward for the Comiston Road, Silverknowes Road North and Silverknowes Road South schemes and provides an update on work done to date in relation to the Braid Road and Greenbank to Meadows Quiet Connection schemes.

3. Background

- 3.1 On 15 June 2023, Committee [approved](#) an adjusted motion (agenda item 13 – Travelling Safely schemes) by Councillor Lang.

4. Main report

Braid Road and Greenbank to Meadows Quiet Connection

- 4.1 Council Officers met with Morningside ward councillors shortly on the evening of 9 August 2023 to discuss potential redesign options. These focussed on areas where concerns had been raised by residents during previous consultation, where mitigations were possible which would not dilute the aims of the scheme. This included redesign options for the layout in the 'Braid Estate' and the vicinity around Clinton Road.
- 4.2 Following these discussions, the redesign options were presented to residents living on or near the route via an online engagement questionnaire. The questionnaire went live on the Council's website on 5 September, and was open for the submission of feedback until 22 October.
- 4.3 Two Community drop-in sessions were held at Morningside Library during this period, and paper copies of the questionnaire could be collected and returned at Morningside Library throughout. The drop-in sessions had a combined attendance of over 100 people.

4.4 A total of 1,879 responses have been received in response to this engagement, including 1,085 containing detailed comments related to the Braid Estate, and 751 containing detailed comments related to Clinton Road/ Whitehouse Loan. Due to the limited time available between the conclusion of the engagement exercise and reporting to Committee, a further report will be prepared for Committee in January or March 2024 with details of the outcomes of this engagement activity. This will provide adequate time to carefully analyse all of the feedback received, and to consider appropriate recommendations.

Comiston Road

4.5 Ward Councillors from Morningside, and Colinton/Fairmilehead wards were invited to a meeting on 9 August 2023 to discuss options for redesigns of the Comiston Road cycleway in response to safety concerns raised by road users and local residents.

4.6 Councillors highlighted concerns in relation to two issues:

4.6.1 The junction of Comiston Springs Avenue, Riselaw Crescent and Pentland Terrace; and

4.6.2 The floating parking bay on the downhill side of Pentland Terrace, immediately south of Comiston Springs Avenue.

4.7 In relation to 4.6.1, it was noted that the current temporary layout was leading to confusion as drivers approaching the junction from Riselaw Crescent could not always see the available carriageway space on Comiston Springs Avenue and, at times, encroached into the pedestrian space. There are also concerns about the limited delineation between footway and cycleway space on Comiston Springs Avenue. It was agreed that the junction would benefit from being upgraded using permanent materials to form an extended footway.

4.8 In relation to 4.6.2, it was noted that there were concerns around the interaction of people accessing parked vehicles across the cycleway, and the speed of cyclists travelling downhill at this point, however it was noted that there was no demand for the floating parking bay to be removed. It is proposed that coloured, high-friction surfacing be installed on the cycleway at this location, to highlight the presence of the parking bay to cyclists, and the presence of the cycleway to people accessing parked vehicles. This will also reduce both stopping distances and the risk of cyclists losing control at this location.

4.9 In addition, it is noted that concerns have been received in relation to the layout of the southbound cycleway on Pentland Terrace, where it passes Braid Hills Road. At this location, the carriageway width is reduced by a pedestrian refuge island in the centre of the carriageway. The remaining space is not wide enough for both a cycleway and a vehicle lane. It is proposed to consider re-design options at this location which seek to provide a dedicated southbound cycleway and carriageway lane past the junction at Braid Hills Road and deliver these changes alongside the proposals listed above.

Silverknowes Road North

- 4.10 Silverknowes Road North currently comprises of a two-way segregated cycle lane and a two-way bus-only lane with passing places. These both run the full length of Silverknowes Road North, between Marine Drive and the Silverknowes Parkway roundabout. There are four bus passing places, where the cycle lane is narrowed.
- 4.11 Officers have determined that if the segregated cycle lanes were reduced to minimum acceptable widths this would provide enough additional space to establish two continuous carriageway lanes, which would allow for the bus gate to be removed and access returned to non-bus traffic.
- 4.12 It is proposed to develop designs for a bi-directional cycleway alongside a two-way carriageway for general traffic along Silverknowes Road North, for implementation in early 2024.

Silverknowes Road South

- 4.13 Silverknowes Road South currently comprises two lanes open to all traffic and a section of two-way segregated cycle lane on the east side of the street, between the junction with Silverknowes Court and the point at which the road forks into Silverknowes Road South and Silverknowes Road East. Here the segregated route crosses to the west side of the road, where users can connect with the NCN1 cycle route.
- 4.14 The connection between the segregated cycle lanes on Silverknowes Road North and Silverknowes Road South is via a marked 'quiet route' along Silverknowes Court and Silverknowes Place, plus a short section of segregated cycle lane on Silverknowes Parkway.
- 4.15 The Silverknowes Road South section has been criticised as being indirect, and therefore not an attractive route or one with significant usage. The route could be made more direct by removing the aforementioned 'quiet route' section and instead extending the segregated cycle lane along the full length of Silverknowes Road South, to the Silverknowes Parkway roundabout, where it could then connect with the segregated cycle lane on Silverknowes Road North. This would, however, require parking restrictions to be extended along the full length of Silverknowes Road South to achieve the necessary widths for the segregated cycle lane.
- 4.16 It is proposed to develop designs for a cycle lane and parking restrictions on Silverknowes Road south, alongside removal of the current 'quiet route' on Silverknowes Court and Silverknowes Place, for implementation in early 2024.

Path between Silverknowes Road South and Cramond Road South

- 4.17 Presently the shared use path along the old railway between Silverknowes Road South and Cramond Road South connects with the grounds of a Tesco superstore. Movement through the Tesco site requires users to navigate the car parks to the rear and front of the building, and access roads down each side of the store which are marked as a bus route and for deliveries. Access to and from the site from

Cramond Road South is via the same points as used by customers, buses and deliveries.

- 4.18 Given the layout of the store site, meaningful improvements would likely require significant purchase of land, with a potential reduction in parking provision. The entrance and exit from the store site would need to be redesigned to ensure safe movement to, from and across Cramond Road South.
- 4.19 This route would provide a poor connection to the onwards journey on the NCN 1 route via Barnton Avenue, compared to the existing route via Silverknowes Drive and Silverknowes Terrace.
- 4.20 When Tesco's were contacted previously about this path (approx. 2010) they were not interested in seeing any improvements be made.
- 4.21 For the reasons outlined above it is not considered that upgrading the path between Silverknowes Road South and Cramond Road South could be considered a priority for investment.

5. Next Steps

- 5.1 Should Committee approve the recommendations in this report, work will commence on the development of designs and preparing the required Experimental Traffic Regulation Orders to make the proposed changes to the Comiston Road, Silverknowes Road North and Silverknowes Road South schemes.
- 5.2 A further report on the Greenbank to Meadows Quiet Connection and Braid Road will be presented to Committee in early 2024.

6. Financial impact

- 6.1 Funding for alterations to Travelling Safely Schemes in the course of making these permanent will be obtained from Capital funding allocated to the delivery of the Council's Active Travel Investment Programme.
- 6.2 The proposed alterations are considered modest and in line with the experimental nature of the Travelling Safely programme.

7. Equality and Poverty Impact

- 7.1 The changes proposed in this report are not considered to have any Equality or Poverty Impacts.

8. Climate and Nature Emergency Implications

- 8.1 Active travel is recognised as a key factor in the reduction of emissions associated with vehicular transport. Measures which increase active travel uptake will make a positive contribution to carbon emissions reductions and improved air quality.

9. Risk, policy, compliance, governance and community impact

- 9.1 The recommendations in this report respond to concerns raised by local community members and Ward Councillors and seek to mitigate any negative impacts of these schemes while retaining their benefits.
- 9.2 The key risks associated with the recommendations in this report are:
- 9.2.1 Increased traffic on Silverknowes Road North, and potentially some adjacent routes, following re-opening of the road to general traffic. There are no available mitigations to this risk.
- 9.2.2 Risks associated with removal of current 'quiet route' cycleway alignment parallel to Silverknowes Road South, which provides a safe connection by bike for any ability. The proposed replacement on Silverknowes Road South will require users to navigate a busy roundabout with associated increase in perceived and actual risks to people cycling. This could result in fewer people choosing to cycle for local journeys, especially those people who are less confident or less experienced cyclists.
- 9.3 The Council's City Mobility Plan includes a target of a 30% reduction in car use. The recommendations in this report include re-opening a road to general traffic which could encourage additional car use.
- 9.4 There are no compliance issues related to the contents of this report.

10. Background reading/external references

- 10.1 [Minutes of Transport and Environment Committee - 15 June 2023](#)
- 10.2 [Minutes of Transport & Environment Committee – 1 September 2022](#)

11. Appendices

None

Transport and Environment Committee

10.00am, Thursday, 16 November 2023

Public Toilets

Executive/routine
Wards

Routine
All, particularly Wards 7 – Sighthill/Gorgie; and 11 –
City Centre

1. Recommendations

- 1.1 Transport and Environment Committee are asked to note:
 - 1.1.1 This update on the actions agreed by Committee in August 2023 in response to the petition “Gorgie needs a public toilet”; and
 - 1.1.2 That future updates will be prepared according to the actions agreed by the Council in September 2023 in respect of public toilets.

Paul Lawrence

Executive Director of Place

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Public Toilets

2. Executive Summary

- 2.1 This report addresses the actions agreed by Committee in response to a petition considered in August 2023 titled “Gorgie Needs a Public Toilet”.

3. Background

Approach to provision of public conveniences

- 3.1 In April 2021, Committee [approved](#) an approach to the future provision of public conveniences, which focuses provision on:
- 3.1.1 Premier parks;
 - 3.1.2 At locations which are promoted as places for a higher number of visitors (e.g. Portobello beach or the Pentland Hills Regional Park);
 - 3.1.3 Each of Edinburgh’s official town centres; and
 - 3.1.4 Travel centres where people arrive after journeys on which facilities are typically limited.
- 3.2 The report highlighted that the development of purpose-built toilet blocks with small cafés would provide unnecessary additional competition to local businesses, and gap sites are likely to be difficult to find, therefore it was proposed to include the provision of public conveniences within the multi-service ‘hubs’ which will be created in town centres as part of the 20 minute neighbourhood approach.

Gorgie Needs a Public Toilet

- 3.3 On 17 August 2023, Committee considered a petition “Gorgie Needs a Public Toilet”, which called on the Council to provide accessible and open public toilets with baby changing and facilities to support all of the varied needs of everyone in the Gorgie/Dalry community council area.
- 3.4 The [action](#) agreed by Committee was to receive a report in three cycles which considers the issues raised by the petitioners and recommends an appropriate course of action, taking into account the following points:

- 3.4.1 That to facilitate the development of the Haymarket Yards, the Council sold the land on which the public conveniences at Morrison Street sat to the developer and a burden was put on the title that any development on this land would provide replacement public conveniences; this was not just a contractual agreement but formed a burden registered in the Land Register of Scotland against the land; such a burden would be made known to a prospective purchaser at the time of sale via a property search;
 - 3.4.2 That to date this burden had not been enforced and that legal advice should be taken to update Committee on potential options as this may provide a means for reintroducing public conveniences in the area; and
 - 3.4.3 That the Council owned little or no commercial property in the central area of Gorgie-Dalry, where the public toilets previously were on Ardmillan Terrace, other than Gorgie City Farm, and that Edinburgh Voluntary Organisations Council (EVOC) was currently managing a process to find a sustainable community-led future for the Farm.
- 3.5 This report has been prepared in response to the request from Committee, noting that Committee also provided suggestions for the appropriate course of action on this, such as:
- 3.5.1 Exploring with EVOC whether provision of publicly available and accessible toilet facilities could be included in that sustainable future and whether provision of it could form a requirement of a future lease agreement; and
 - 3.5.2 Exploring other potentially suitable sites and identification of any capital funding for a new public toilet building as part of the emerging Gorgie-Dalry 20- minute neighbourhood project; and
 - 3.5.3 Whether the Council could enforce businesses to allow use of their toilet facilities and whether developer contributions could be used for public toilets.
- 3.6 Details of the public conveniences, managed by the Council, which are [open](#) across the city are provided on the Council website. At the time of writing, this also includes the temporary toilets which were open until the end of October 2023.

4. Main report

Gorgie needs a public toilet

- 4.8 Following Committee in August, officers have been following up on the issues raised by the petition and on the actions agreed.

Public Convenience near Haymarket Yards

- 4.9 In March 2023, in response to a [Council Question](#) (Question 10.22) on the replacement of the public conveniences on Morrison Street, it was confirmed that

the wider site had been sold by the Council in 2006 but that it had subsequently changed hands several times.

- 4.10 On 18 December 2019, Development Management Sub-Committee approved a [planning application](#) for the site which did not include public toilets.
- 4.11 A briefing note, attached in Appendix 1 (B Agenda) provides further details on the legal process associated with enforcing this burden.

Gorgie Farm Site

- 4.12 Edinburgh Voluntary Organisations Council (EVOC) have been engaged to maintain and explore options for the future of the Gorgie Farm site since early 2023.
- 4.13 The Steering Group (set up by EVOC) are now beginning to explore options for the future of the site and are planning engagement with local stakeholders and the local community. It is anticipated that a consultation will conclude early in the new year (2024) and officers are planning to report to Culture and Communities Committee on 29 February 2024 on the outcome of this.
- 4.14 Following on from the actions agreed by Committee, officers have asked EVOC to consider the provision of publicly accessible toilets within the site as part of their on-going options development.
- 4.15 If the conclusion of the options appraisal supports this, it could be included as a requirement in any future lease agreements.

20 minute neighbourhood

- 4.16 With support from the 20 minute neighbourhood team, two parks have been identified as possible locations for a temporary public toilet unit. These are White Park and Dalry Community Park.
- 4.17 While White Park is common good land, its central location means that it could be easily accessible from Gorgie Road. At present there is no allocated funding to progress this.
- 4.18 As part of the Roseburn to Union Canal project, Dalry Community Park has also been identified as a possible location for public toilets. At present, there is no funding available to progress this, but it remains under active consideration should funding become available.

Community Toilet Scheme

- 4.19 It is not possible for the Council to compel private businesses to provide access to facilities for members of the public.
- 4.20 The Council administers a Community Toilet Scheme, where businesses can 'sign up' to provide access to their facilities and a small annual payment is made for this. This was promoted through the Council website and promoted in by the businesses participating in the scheme.
- 4.21 However, COVID-19 has had a significant impact on participation, with many businesses choosing not to continue when restrictions were in place. Officers are

currently considering whether to continue with the scheme and Committee will be updated on this as part of a future report on public toilet provision in areas of high demand.

5. Next Steps

- 5.1 In response to an action agreed by the Council on 28 September 2023, an update will be provided to Culture and Communities Committee in December 2023 on the cost of providing temporary washing facilities within the vicinity of Portobello Promenade.
- 5.2 The Council also called for a report on public toilet provision in areas of high demand. This report will be prepared and reported to Transport and Environment Committee following recess in 2024 in order to inform the budget setting process for 2025/26.
- 5.3 The final action agreed by the Council was for a report to Culture and Communities Committee on 29 February 2024 on the condition of the permanent toilets in the Portobello/Craigmillar ward and on the feasibility and cost of building new public toilets and shower facilities in a central position on Portobello Promenade, close to the beach. As the remit for public conveniences sits with Transport and Environment Committee, this report will be presented first to this Committee, before being shared with Culture and Communities for noting.

6. Financial impact

- 6.1 The cost of providing a facility, close to existing water and sewerage is circa £160,000. This allows for one Disability Discrimination Act (DDA) compliant unit, with two unisex cubicles. To include a 'Changing Places' unit would cost a further £40,000.
- 6.2 Within the Council budget 2023/24, £0.6m has been allocated for the provision of permanent, publicly accessible toilets in premier parks. The installation of permanent toilets at Inverleith Park and Allotments, Leith Links and the Meadows is currently progressing.
- 6.3 In 2023/24 temporary toilets were provided in the Meadows, Inverleith, Leith Links and in Straiton Place Park in Portobello. These toilets were operational through Summer 2023. The temporary facility in Leith Links was irreparably damaged by fire.
- 6.4 An update on the Council's capital budget will shortly be considered by Finance and Resources Committee. There are already a number of pressures on the capital budget and any new projects would need to be funded from reallocations of existing budgets.
- 6.5 In theory, the Council could seek developer contributions for new or expanded public toilets, provided this is based in Planning Policy and Guidance. However,

they can only be sought where the new development gives rise to the need for this infrastructure or is part of a cumulative need (and the development could only be compelled to contribute to their proportion of the need). To seek developer contributions, detailed work to quantify and justify the proportion of infrastructure costs which derive from the new development is required.

7. Equality and Poverty Impact

- 7.1 There are no equality or poverty impacts arising from the recommendations in this report.
- 7.2 However, it is recognised that the lack of public toilet provision can have an impact on some people with protected characteristics. Further, providing access to facilities or providing additional facilities could provide a positive impact to people with protected characteristics.

8. Climate and Nature Emergency Implications

- 8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity. The Council

“must, in exercising its functions, act in the way best calculated to contribute to the delivery of emissions reduction targets”

(Climate Change (Emissions Reductions Targets) (Scotland) Act 2019), and

“in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions”

(Nature Conservation (Scotland) Act 2004)

- 8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

9. Risk, policy, compliance, governance and community impact

- 9.1 The petition to Committee in August, and the other actions agreed by the Council, highlight the community impact associated with changing provision of public conveniences in areas of high demand.
- 9.2 The Council will continue to progress with the installation of permanent toilets in three premier parks in 2023/24.
- 9.3 Should further funding become available, Council officers will seek to ensure that the funding is used to develop facilities according to the approach set out in April 2021.

- 9.4 In preparing this report in response to the petition, officers have identified that one of the issues which would need to be considered if the Council were to proceed with installation of new public toilet facilities in the Gorgie – Dalry area is concern around anti-social behaviour on match days. A toilet with two or three unisex cubicles will marginally alleviate this but would not fully address the issue.
- 9.5 Further analysis of the risk, compliance and community impacts will be carried out in preparation for the upcoming report on public toilets in areas of high demand.

10. Background reading/external references

- 10.1 None.

11. Appendices

Appendix 1 – Briefing Note on the public conveniences at Haymarket Yards (B Agenda).

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by virtue of paragraph(s) 12 of Part 1 of Schedule 7A
of the Local Government(Scotland) Act 1973.

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Transport and Environment Committee

10.00am, Thursday, 16 November 2023

Parking Permits for Places of Worship

Executive/routine Wards	Routine All
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1. Recommendations

- 1.1 Transport and Environment Committee is asked to note that:
 - 1.1.1 The current permit criteria means that it would not be possible to include places of worship within the existing Retail, Business or Trades parking permit schemes;
 - 1.1.2 Monitoring of the new Controlled Parking Zone (CPZ) areas will continue, and any issues identified will be fully considered. This will include any issues identified in respect of places of worship; and
 - 1.1.3 If issues are identified, officers will consider all potential options.

Paul Lawrence

Executive Director of Place

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Parking Permits for Places of Worship

2. Executive Summary

- 2.1 This report responds to a motion by Councillor McKenzie which was approved by the Council on [28 September 2023](#) in respect of Retail, Trades and Business Parking Permits – Places of Worship.

3. Background

Retail, Trades and Business Parking Permits

- 3.1 Retail and Trades parking permits have been in place since 2007. Business permits were introduced as an additional permit type in 2012.
- 3.2 These permits were introduced to help businesses where a vehicle was considered essential to the daily operation of the business, such as for collecting stock or making deliveries which by the nature of their bulk or weight justify the use of a vehicle. The permit terms and conditions make it clear that these permits are not intended for commuting purposes.
- 3.3 Committee agreed that the businesses eligibility for the Retail and Business permits would be based on the planning use classes of the building premises, using the [Town and Country Planning \(Scotland\) Act 1997](#) Class system.
- 3.4 Using this system, Retail permits are restricted to class 1 business premises, Business permits are restricted to class 2 business premises and Trades permits are restricted to tradespeople.
- 3.5 Retail parking permits are only available to business premises which undertake a Class 1 business activity, as specified in the Town and Country Planning (Use Classes) (Scotland) Order 1997.
- 3.6 Business parking permits are only available to business premises which undertake a Class 2 business activity, as specified in the Town and Country Planning (Use Classes) (Scotland) Order 1997.
- 3.7 Trades parking permits are not based on the use class of a premises. However, these permits are only available to businesses which are defined as a trade and involving workers who are engaged in activities which require their attendance for

lengthy periods at premises which are not their permanent place of employment, and for which their vehicle is an essential base for materials and equipment throughout the working day.

- 3.8 Permits are only sold to businesses who provide evidence that the vehicle is insured for business use. They must also confirm that the vehicle is essential to the operation of their business, by virtue of having to move goods or equipment throughout the working day. Individual Retail and Business permits can only be used in a single parking zone.
- 3.9 These permits are not intended to provide commuter parking for business employees and are specifically designed not to incentivise private car use when other more sustainable means of transport may be available, hence the requirement that the vehicle must be essential to the operation of the business.

Current arrangements for places of worship

- 3.10 There are several places of worship within the existing Controlled Parking Zone (CPZ), where parking controls have been in place for many years. All places of worship within the CPZ currently operate with controls in place (Monday to Saturday and Sunday afternoon in Zones 1-4 and Monday to Friday elsewhere in the city).

Approved motion

- 3.11 On 28 September 2023, the Council approved a motion by Councillor McKenzie which highlighted the vital role of places of worship in communities and the challenges they faced in respect of attendance and recognised that those who manage places of worship may be required to manage multiple venues. The motion called for a report to this Transport and Environment Committee on amending the Retail, Trades and Business Parking Permits policy for all peripheral and extended zones to include places of worship.

4. Main report

- 4.1 As outlined above, the criteria for Retail, Trades and Business Parking Permits currently precludes the inclusion of permits for people who manage places of worship.
- 4.2 This is because places of worship are classified within Class 10, as “Non-residential institutions” in the Town and Country Planning (Scotland) Act 1997, as detailed in the extract below:

Class 10. Non-residential institutions

Use, not including residential use–

- (a) as a crèche, day nursery or day centre;
- (b) for the provision of education;
- (c) for the display of works of art (otherwise than for sale or hire);
- (d) as a museum;
- (e) as a public library or public reading room;
- (f) as a public hall or exhibition hall; or
- (g) for, or in connection with, public worship or religious instruction, or the social or recreational activities of a religious body.

- 4.3 Introducing a new parking permit for business premises which undertake a Class 10 business activity, to mirror the approach taken with Retail and Business parking permits, would also necessitate the introduction of permits for several other Class 10 business premises. This would open up these permits to a wide range of businesses and users, particularly if there was no associated requirement for the vehicle to be necessary for moving goods or equipment, as has been suggested.
- 4.4 Such an approach would also likely be in direct conflict with Council policies around reducing commuting and private car use with the target of reducing car kilometres by 30% and achieving our net zero ambitions by 2030.
- 4.5 It is not considered viable to introduce a parking permit that would only be available to business premises which undertake a class 10(g) business activity (i.e. “for or in connection with, public worship or religious instruction, or the social or recreational activities of a religious body”), as such an approach would be considered as discriminatory and may invite legal challenges from other similar organisations who offer similar community services which do not have a religious element.
- 4.6 In addition, recognising that people requesting a permit for the purpose of managing places of worship may be required to travel to multiple locations, such a permit may be required to cover more than one parking zone.
- 4.7 Only the Trades parking permit currently offers this flexibility, to allow Tradespeople to transport the tools and equipment they need throughout their working day between different jobs in the city. The cost of a Trades parking permit is over £1,500 per year.

5. Next Steps

- 5.1 Monitoring of all new CPZ areas will continue, with feedback from residents and businesses being taken into consideration and adjustments being made as required.
- 5.2 As part of this monitoring approach, officers will ensure that any issues identified and/or feedback received from places of worship is fully considered and, if necessary, will investigate potential solutions.
- 5.3 In the meantime, the Council will continue to promote alternative sustainable transport modes for businesses and institutions which do not have a requirement to

move goods or equipment around during the day including walking, wheeling and public transport, with both bus and tram offering excellent public transport connectivity across the city.

- 5.4 The Council also offers one of the largest Car Club services in the UK, offering individuals and businesses flexibility whilst reducing the need for private vehicles to be used within the city. Use of the Car Club also allows users two hours of free parking in pay and display, shared use and residents' parking places across all zones of the CPZ.
- 5.5 Requests for new Car Club locations can be made through the Council's website ([Enterprise Car Club – The City of Edinburgh Council](#)) and the Car Club fleet in Edinburgh is also in the process of being electrified, with circa. 70 new electric vehicles being added to the Car Club in the coming months.

6. Financial impact

- 6.1 There are no financial impacts arising from the recommendations in this report.

7. Equality and Poverty Impact

- 7.1 There are no direct equality and poverty impacts arising from the recommendations in this report.
- 7.2 However, introducing new parking permits specifically for places of worship could be considered as discriminatory against non-religious organisations offering similar services in the community.

8. Climate and Nature Emergency Implications

- 8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity. The Council

“must, in exercising its functions, act in the way best calculated to contribute to the delivery of emissions reduction targets”

(Climate Change (Emissions Reductions Targets) (Scotland) Act 2019), and

“in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions”

(Nature Conservation (Scotland) Act 2004)

- 8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

Environmental Impacts

- 8.3 The Council is committed to achieving net zero by 2030 and has introduced a challenging target of reducing car kilometres by 30% by 2030. In addition, the Council has also recognised the importance of reducing private car use and encouraging the uptake of more sustainable transport options to improve air quality.
- 8.4 Introducing additional parking permits could encourage increased use of private cars.

9. Risk, policy, compliance, governance and community impact

- 9.1 There are no direct risk, policy, compliance, governance and community impact impacts arising from the recommendations in this report.

10. Background reading/external references

- 10.1 Parking Permits for Retailers and Tradespeople. [Report](#) to Executive of the Council, 27 March 2007.
- 10.2 Review of Parking Permits for Businesses. [Report](#) to Transport, Infrastructure and Environment Committee, 27 November 20027
- 10.3 Review of Experimental Traffic Regulation Order – Business Parking Permits – [Report](#) to Transport and Environment Committee, 19 March 2013.

11. Appendices

None.

Transport and Environment Committee

10.00am, Thursday, 16 November 2023

Bus Lane Penalty Charge Levels

Executive/routine
Wards

Executive
All

1. Recommendations

- 1.1 It is recommended that Committee approves seeking authority from Scottish Ministers to increase the level of bus lane penalty charge notices to £100.00, reduced to £50.00 if paid within the first 14 days.

Paul Lawrence

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Bus Lane Penalty Charge Levels

2. Executive Summary

- 2.1 This report seeks approval to ask the Scottish Government to grant authority to the Council to increase the Penalty Charge Notice (PCN) fees for bus lane infringements to £100.00, reduced to £50.00 if paid within the first 14 days.

3. Background

- 3.1 The Council commenced decriminalised bus lane camera enforcement in 2012.
- 3.2 At that time, the bus lane charge level was set at the same value as a PCN, more commonly known as a parking ticket. The full charge amount was set at £60.00, reduced to £30.00 if paid within the first 14 days. The rate has not changed since decriminalised bus lane enforcement began. This significantly reduces the deterrent effect of a bus lane charge notice over time.
- 3.3 The Scottish Government undertook a [public consultation on proposals to change the PCN charge levels](#) and an analysis of the responses was published in September 2022.
- 3.4 The bus lane charge levels have not increased in over 10 years, however Transport Scotland recently indicated they would be open to considering requests from Councils who wished to vary the charge.

4. Main report

- 4.1 Bus lane camera enforcement encourages greater compliance with the bus lane regulations, which can improve public transport reliability and reduce bus journey times, making public transport a more attractive alternative to private car travel.

PCN Charges

- 4.2 New guidance issued by Transport Scotland in February 2023 notified Scottish Local Authorities that the PCN charge levels, for parking tickets alone, were being varied, with a higher band being introduced, as shown in Table 1 below:

Table 1: Penalty Charge Notice Bands

Level of PCN	Paid with 14 days	Paid between 15 days and service of Notice to Owner	Paid between issue of Notice to Owner and service of Charge Certificate	Paid after service of the Charge Certificate
Lower	£40	£80	£80	£120
Higher	£50	£100	£100	£150

- 4.3 The new guidance came into effect on 1 April 2023 and, following approval of the Council's budget for 2023/24, the PCN charge level in Edinburgh increased up to £100.00, reduced to £50.00 if paid within the first 14 days, on 5 June 2023.

Bus Lane Penalty Charges

- 4.4 Under Regulation 4 of *The Bus Lane Contraventions (Charges, Adjudication and Enforcement) (Scotland) Regulations 2011*, to enable an enforcing authority to increase the bus lane penalty charge level, they must apply to the Minister for Transport for approval to change the level of charge.
- 4.5 To improve compliance and public transport reliability in the city, it is proposed that the Council should seek authorisation from the Scottish Government Minister for Transport to increase the bus lane penalty charge in Edinburgh. The letter should be submitted on behalf of the Council by the Convener of Transport and Environment.
- 4.6 It is recommended that the bus lane charge level should be at the higher charge band of £100.00, reduced to £50.00 if paid within the first 14 days, to mirror the PCN charge levels that apply in the city.
- 4.7 Committee are advised that Glasgow City Council have already written to the Minister for Transport requesting an increase to the bus lane penalty charge level to the higher charge band of £100.00, reduced to £50.00 if paid within the first 14 days. They received approval for this change on 23 August 2023 and it will be implemented in 2024.

5. Next Steps

- 5.1 Should the recommendations be approved, the Transport Convener will write to Scottish Ministers requesting additional powers to increase the bus lane penalty charge level.

6. Financial impact

- 6.1 There are no adverse financial impacts arising because of this report.
- 6.2 Should the bus lane charge level increase, this could result in additional income for the Council each year. However, it is hoped that a higher charge will encourage greater compliance with bus lane regulations.

7. Equality and Poverty Impact

- 7.1 There is no equality, human rights (including children's rights) or socio-economic disadvantage implications as a result of this report.

8. Climate and Nature Emergency Implications

- 8.1 There are no significant climate or nature emergency implications as a result of this report.
- 8.2 However, greater compliance with the bus lane regulations can improve public transport reliability and reduce bus journey times, making this a more attractive alternative to private car travel. This could help reduce emissions and meet the Council's Net Zero targets.

9. Risk, policy, compliance, governance and community impact

- 9.1 There are no known risk, policy, compliance, governance or community impacts arising as a result of this report.

10. Background reading/external references

- 10.1 None.

11. Appendices

None.

Transport and Environment Committee

10.00am, Thursday, 16 November 2023

Public Utility Company Performance and Road Work Co-ordination April 2022 to March 2023

Executive/routine
Wards

Routine
All

1. Recommendations

- 1.1 It is recommended that Transport and Environment Committee notes the report and the arrangements for securing an improved level of performance from all Public Utility Companies (Pus).

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Public Utility Company Performance and Road Work Co-ordination April 2022 to March 2023

2. Executive Summary

- 2.1 This report summarises the performance of Public Utilities (PUs) on the road network during 2022/23 and reviews the major issues and actions taken to address road works co-ordination issues.

3. Background

- 3.1 Much of Edinburgh's underground utility infrastructure is old and in need of renewal. The majority of the PUs works programme in the Edinburgh area involves replacing mains infrastructure that is beyond its intended life expectancy. Some infrastructure more than 100 years old.
- 3.2 Edinburgh currently has 1,511km of carriageways, 2,120km of footways and 308km of segregated cycle routes. On average, Edinburgh receives approximately 14,000 notifications to work at specific locations from PUs in a normal year. This compares with other Scottish cities as follows:
- Glasgow – 14,000;
 - Aberdeen – 5,000; and
 - Dundee – 3,500.

The Council's role in PU works

- 3.3 The Council balances the needs of the PUs, supporting them to complete the works in the shortest practical time, against the overall needs of those who live, work, visit and travel in the city.
- 3.4 There are three key stages of work for inspections of PUs:
- 3.4.1 While it is being carried out (live sites);
- 3.4.2 Once a reinstatement is complete; and
- 3.4.3 Up to the end of their guarantee period.

- 3.5 The guarantee period for permanent reinstatements completed prior to 1 October 2023 shall begin on completion of the permanent reinstatement and shall run for two years, or three years in the case of deep excavation.
- 3.6 The guarantee period for permanent reinstatements completed from 1 October 2023 shall begin on the date of completion of the permanent reinstatement and shall run for six years, regardless of depth of reinstatement.
- 3.7 Typically, inspections of PUs work will consider, but are not limited to, the following:
- Safe and proper traffic management used;
 - Ramps and correct information signs used;
 - Correct materials used;
 - Surface profile;
 - Line and level of the work;
 - Compaction of materials;
 - Sealing of joints, joints that have begun opening up;
 - Edges of the patch proximity to others in the road or pavement;
 - Settlement;
 - Condition of any specialist surface treatments;
 - All markings been replaced; and
 - Cracking.
- 3.8 This report provides an update on the performance of PUs work that has occurred during 2022/23.

4. Main report

Inspections

- 4.1 During 2022/23, a total of 8,995 inspections were carried out, as shown in Graph 4.2 (Appendix 1).
- 4.2 The average pass rate for inspection of all reinstatements by PUs was 82%, against a minimum target of 90%, as shown in Table 4.3 (Appendix 1). Council officers continue to offer advice and discuss routes to performance improvement with those PUs who have failed to reach the 90% target.
- 4.3 The breakdown between each different inspection type carried out is shown in Table 4.4 (Appendix 1).

Sample Inspections (Statutory)

- 4.4 Statutory Inspections are a method by which a Roads Authority can regularly establish the performance of PUs. It involves inspection of a structured random

sample of works at various stages during the works and reinstatement guarantee period. These equate to 10% of live sites (Category A), 10% of completed reinstatements within six months of the works being completed (Category B) and 10% of the completed reinstatements within three months prior to the end of their guarantee period (Category C). The numbers in the sample to be used are averaged over a three-year period. In 2022/23, the total number of Sample Inspections carried out was 2,710.

- 4.5 The average percentage pass rate for all PUs for statutory inspections was 83% as shown in Table 4.6 and Graph 4.6. Scottish Water, Virgin Media and CityFibre failed to achieve the target pass rate of 90% - with average pass rates of 87%, 80% and 58% respectively. All other PUs met the nationally agreed target pass rate.

Target Inspections (other than Statutory)

- 4.6 Target Inspections are those inspections other than statutory, including inspections undertaken by the Council as part of our checks that a PU has complied with their duty in respect to reinstatements. In 2022/23, the number of non-statutory inspections carried out was 265*. (*This figure is lower than in previous years due to vacant posts within the New Roads and Street Works (NRSWA) team. These vacancies have now been filled.)
- 4.7 The average percentage pass rate for target inspections for all PUs reinstatements was 75%. The target pass rate for all PUs is 90%.

PUs Defective Apparatus

- 4.8 The total number of outstanding defective apparatus reports by the end of March 2023 was 609. This is a 46% reduction on the number of outstanding defects reported at the end of 2021/22. A breakdown for each PU is shown in Table 4.9 and Graph 4.9.
- 4.9 The total numbers outstanding at the end of the last four years are shown in Table 4.9 for comparison.

PUs Defective Reinstatements

- 4.10 The total number of outstanding defective reinstatements by the end of March 2023 was 396.
- 4.11 A breakdown for each PU is shown in Table 4.12 and Graph 4.12.

Fixed Penalty Notices (FPNs)

- 4.12 FPNs can be issued for a number of reasons, which can include but are not limited to: notices not being closed on time, site not cleared, notices being closed when work is still in progress and/or no notice being received for work.
- 4.13 The total number of FPNs accepted by PUs was 435 (shown in Graph 4.14A). For comparison, the total number of FPNs for each PU at the end of the last four years are shown in Graph 4.14B.

General

Improvement Plans

- 4.14 Where undertakers fail to respond to inadequacies in signing, lighting or guarding or within the prescribed timescales, or fail to achieve pass rates of 90%, road works authorities may issue a notice of failure to achieve performance. This requires undertakers to establish appropriate improvement objectives and respond with an Improvement Plan.
- 4.15 There is currently one Improvement Plan in place with CityFibre. This was agreed as the performance of CityFibre had fallen significantly below the targets set by the Scottish Road Works Commissioner during the previous three years. Despite regular interventions by Council officers, the performance of the company had continued to lag behind that of other PUs operating in the Council area. The Improvement Plan includes the requirement for minuted monthly meetings to discuss progress, the provision of appropriate monitoring information prior to meetings, provision to change or vary the plan, details of the agreed arrangements to recover any costs or expenses incurred by the Council, details of items to be monitored and reported in the Improvement Plan and details of the percentage of works to be inspected and reported which promotes better control of CityFibre sites.
- 4.16 City Fibre performance has improved since implementation of the plan and officers will continue to work with them to ensure that performance continues to improve.

Traffic Management Review Panel (TMRP)

- 4.17 A TMRP is responsible for the review, comment and outline approval for Temporary Traffic Management (TTM) proposals and programmes associated with major developments and significant road works in the city. Ultimate approval for TTM proposals remains with the City-Wide Traffic Management Group.
- 4.18 TMRPs are currently taking place for the City Centre West East Cycle Link (CCWEL) and Roseburn to Union Canal active travel link installations. There is also a TMRP in place for the SPEN Gorgie to Telford project.

Temporary Traffic Management

- 4.19 Officers continue to work closely with all PUs to minimise the disruption caused by works on the roads and footways. PUs are aware that their works can have a significant impact on residents, businesses and visitors and that it is the undertakers responsibility to ensure the public can continue to move about safely.
- 4.20 Officers also continue to work with PUs to ensure that a minimum footway width of 1.5m is maintained.
- 4.21 There are still significant improvements to be made and the Council will continue to press for improved working practices.

National Coring Programme

- 4.22 The National Coring Programmes are carried out periodically throughout Scotland and involve taking cores of completed reinstatements in the public road. These

cores are then scrutinised to ensure compliance with standards with a view to achieving continual improvement in reinstatement quality.

- 4.23 In 2022/23, 1,764 cores were taken at PU reinstatements across Scotland. The overall pass rate for these sites was 90%, with 214 cores taken in the Edinburgh area. The overall pass rate for these sites was 88%.
- 4.24 The 88% pass rate makes it clear that there is a requirement by some undertakers to review their processes and responsibilities when reinstating, such as quality control and supervision of the works to ensure improvement.
- 4.25 Improved quality control during reinstatement by PUs will continue to be monitored by the Council.

5. Next Steps

- 5.1 The next steps for the Council include continuing to:
 - 5.1.1 Offer advice and discuss routes to performance improvement with those PUs who have failed to reach the 90% target;
 - 5.1.2 Use the formal Improvement Notice process, as specified in Code of Practice for Inspections for those PUs not achieving an acceptable performance;
 - 5.1.3 Take part in the National Coring Programme to ensure compliance with standards with a view to achieving continual improvement in reinstatement quality;
 - 5.1.4 Work in partnership with all relevant stakeholders (including Public Transport operators) and utilising all available innovation and technology to better coordinate road works and minimise disruption on the network; and
 - 5.1.5 Co-ordinate all works requested by PUs.
- 5.2 A number of staff have recently been recruited to the Citywide Road Coordination teams, but a small number of posts remain vacant. It is intended to continue to recruit to the teams responsible for the coordination of road works and the monitoring of performance of PUs working in the Council area. To ensure the monitoring of road works and PU performance is managed, it is vital to have the teams responsible resourced adequately. This will assist the coordination and management of the road network therefore minimising delay and disruption particularly in relation to public transport.

6. Financial impact

- 6.1 The revenue stream associated with sample and repeat inspections of failed PUs reinstatements and FPNs during 2022/23 was £201,721

7. Equality and Poverty Impact

- 7.1 There are no negative equality or poverty impacts related to the contents of this report. By ensuring that PUs undertake their works in a well-managed manner and that sites are inspected regularly, the Council ensures that the quality of the network is maintained at its current standard or that the network is returned to the Council in a better condition than it was previously. Effective management of the sites during work periods also ensures that PUs are meeting their duties in relation to accessibility.

8. Climate and Nature Emergency Implications

- 8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity. The Council

“must, in exercising its functions, act in the way best calculated to contribute to the delivery of emissions reduction targets”

(Climate Change (Emissions Reductions Targets) (Scotland) Act 2019), and

“in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions”

(Nature Conservation (Scotland) Act 2004)

- 8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

Environmental Impacts

- 8.3 There are no environmental impacts arising from the information presented in this report.

9. Risk, policy, compliance, governance and community impact

- 9.1 Officers will continue to work closely with our communities and stakeholders to take account of stakeholder and community impact of work when dealing with applications from PUs.

10. Background reading/external references

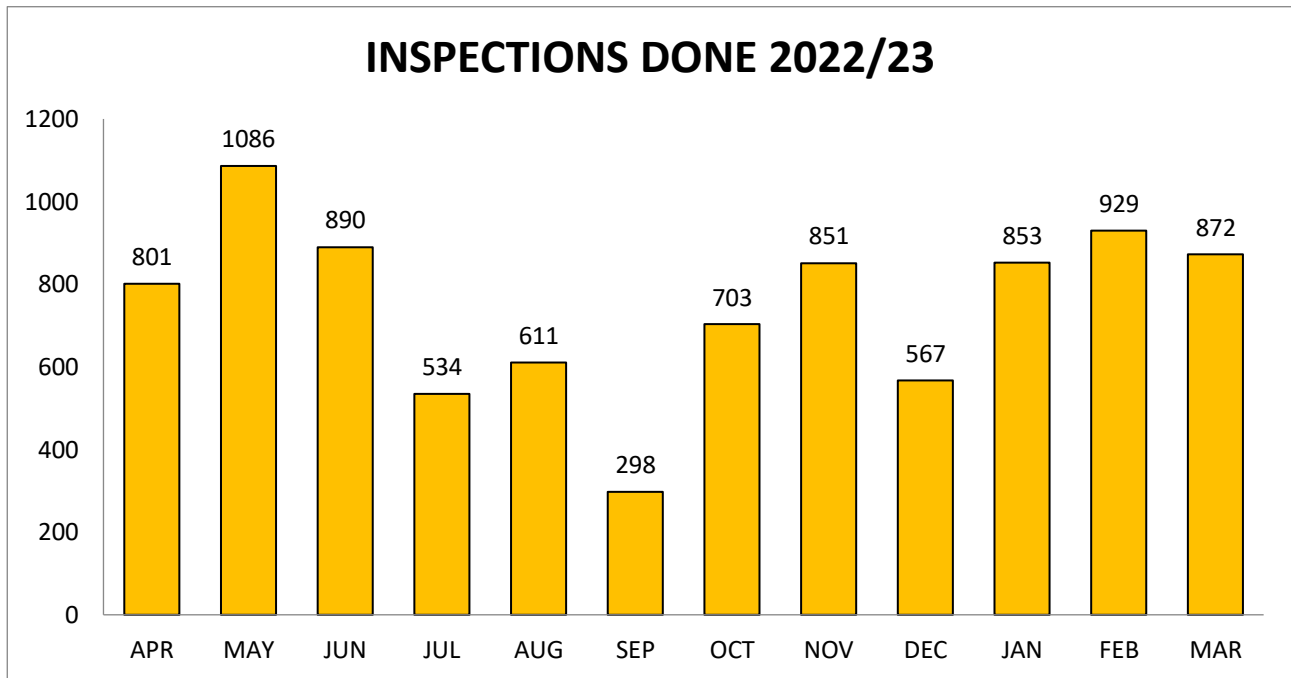
- 10.1 [Code of Practice for Inspections](#), 5th edition, approved by the Roads Authority and Utility Committee Scotland, May 2023.
- 10.2 [Code of Practice for the Co-ordination of Works in Roads](#), version 1.0, April 2013.

11. Appendices

Appendix 1 – Supporting Evidence Tables and Graphs

APPENDIX 1 – Supporting Evidence Tables and Graphs

Graph 4.2



In 2022/23 there were 8,995 inspections carried out by NRSWA inspectors

Table 4.3

Average pass rate for ALL PUs

	No of Failures	% Pass Rate
INSPECTIONS	480 / 2,710	82%
Category A (during work)	143 / 765	81%
Category B (within 6 months of Completion)	189 / 973	80%
Category C (within 3 months of end of guarantee)	148 / 972	84%
DEFECTIVE REINSTATEMENTS	337 / 1945	82%

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

Table 4.4

Number of inspections for ALL PUs by NRSWA inspectors

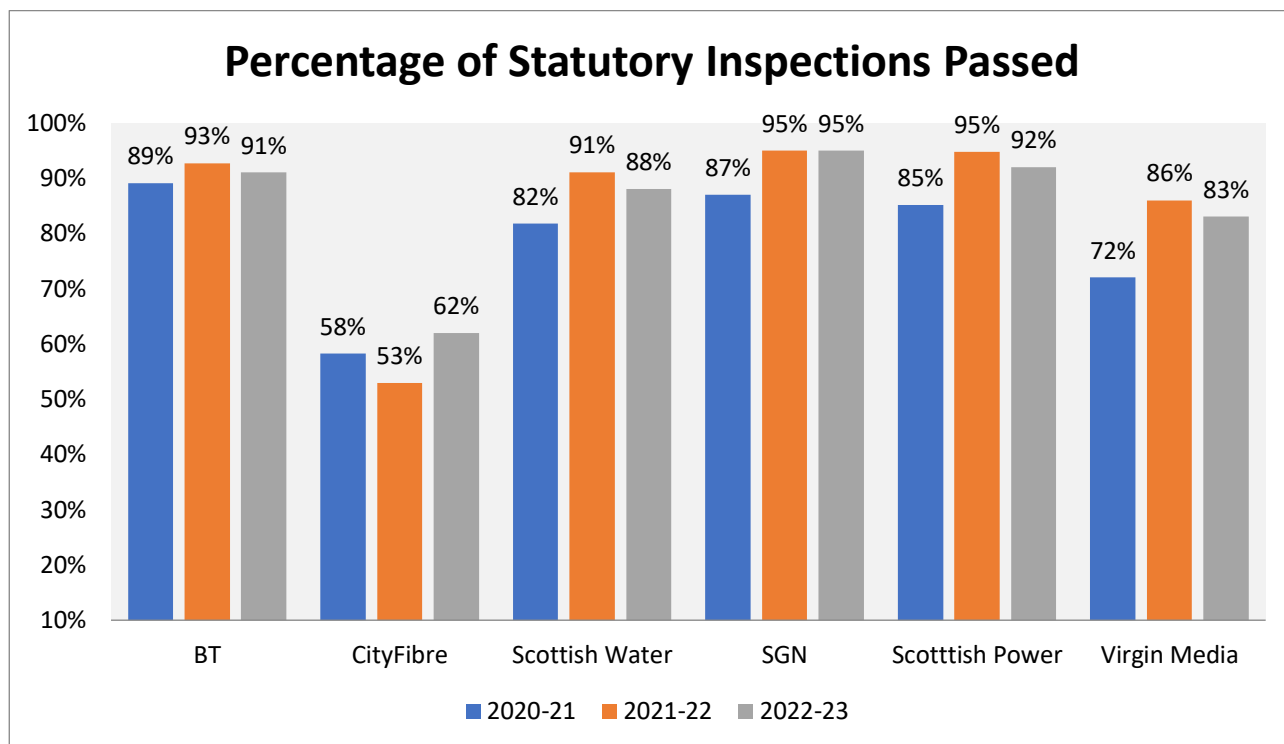
TYPE	CATEGORY A	CATEGORY B	CATEGORY C	OTHER INSPECTIONS	TOTAL
	Inspections during the progress of the works.	Inspection within six months of the work being completed.	Inspection within three months of end of guarantee period.		
SAMPLE INSPECTIONS	765	973	972		2710
DEFECTIVE APPARATUS				666	666
DEFECTIVE REINSTATEMENT				4939	4939
INSPECTIONS RELATED TO CORING				429	429
OTHERS				251	251
TOTAL	765	973	972	6,285	8,995

Table 4.6

The table below shows the average percentage pass rate for Sample Inspections for each PU during 2022/23. The target minimum pass rate for all PUs is 90%.

	BT	SPEN	Virgin Media	SGN	Scottish Water	CityFibre	Average
Pass Rate	91%	92%	83%	95%	88%	62%	85%

Graph 4.6



BT, SGN and Scottish Power managed to achieve the minimum pass rate. CityFibre, Scottish Water and Virgin Media did not achieve the target pass rate of 90%.

Table 4.9

The table below shows the comparison of the numbers of outstanding defective apparatus for each PU over the past four years.

PU	End of 2019/20	End of 2020/21	End of 2021/22	End of 2022/23
BT	66	76	67	71
SGN	55	28	43	45
SPEN	79	112	172	40
Scottish Water	352	239	464	325
Virgin Media	257	318	379	128

Graph 4.9

The graph below shows the comparison of the numbers of outstanding defective apparatus for each PU during 2019 to 2023.

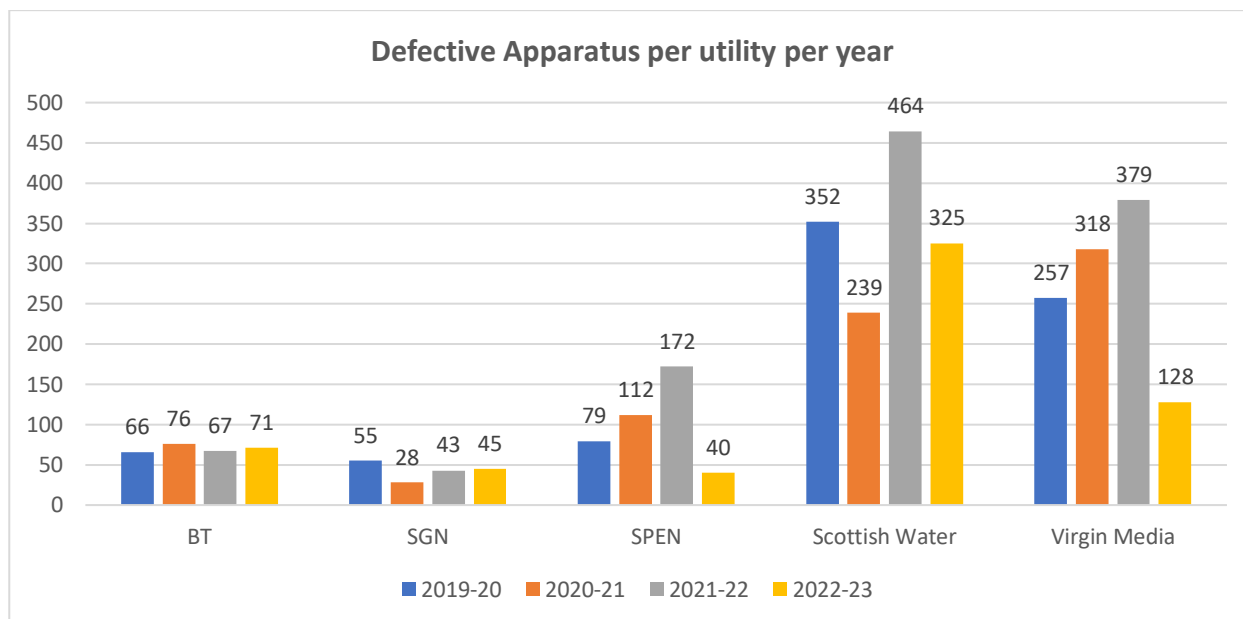


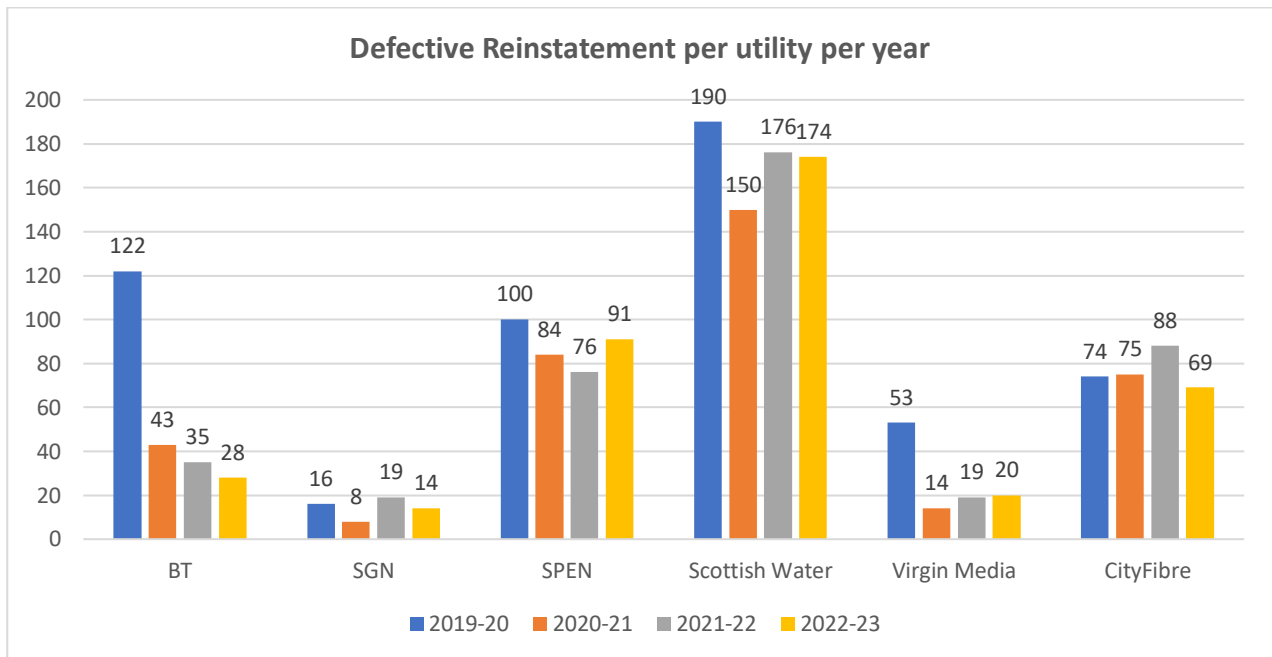
Table 4.12

The table below shows the comparison of the numbers of outstanding defective reinstatements for each PU over the past four years.

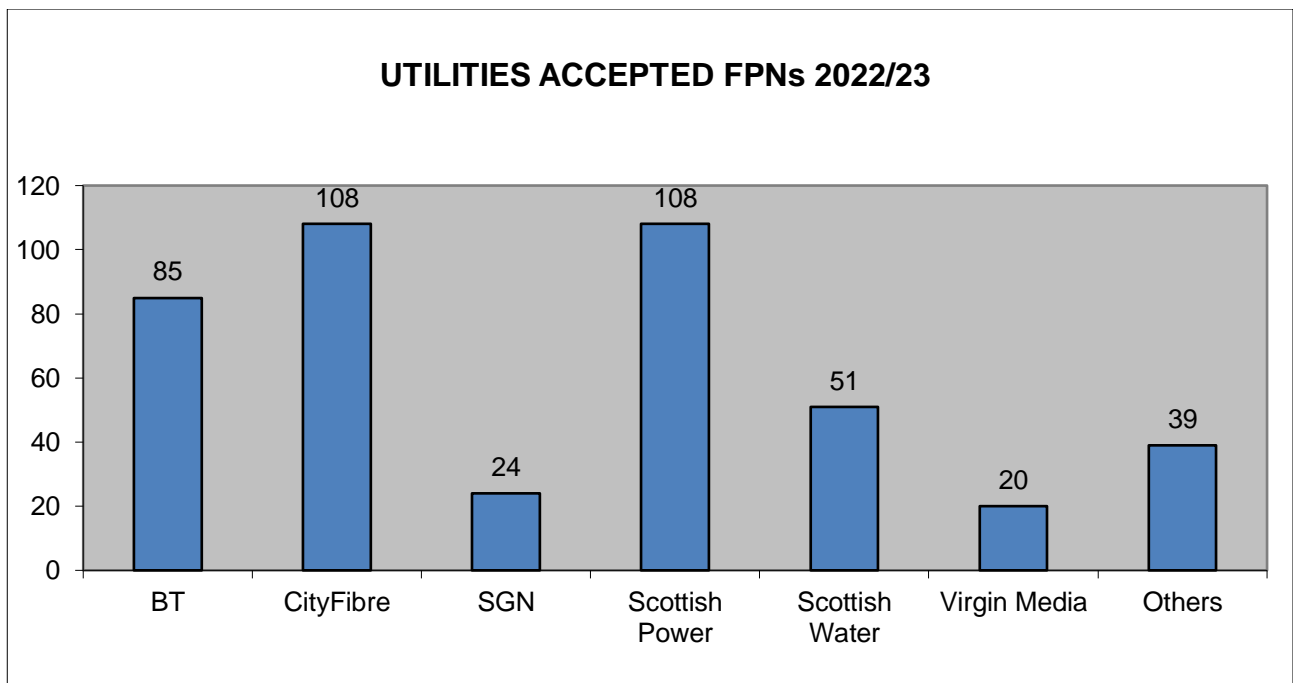
PU	End of 2019/20	End of 2020/21	End of 2021/22	End of 2022/23
BT	122	43	35	28
SGN	16	8	19	14
SPEN	100	84	76	91
Scottish Water	190	150	176	174
Virgin Media	53	14	19	20
CityFibre	74	75	88	69

Graph 4.12

The graph below shows the comparison of the numbers of outstanding defective reinstatements for each PU during 2019 to 2023.

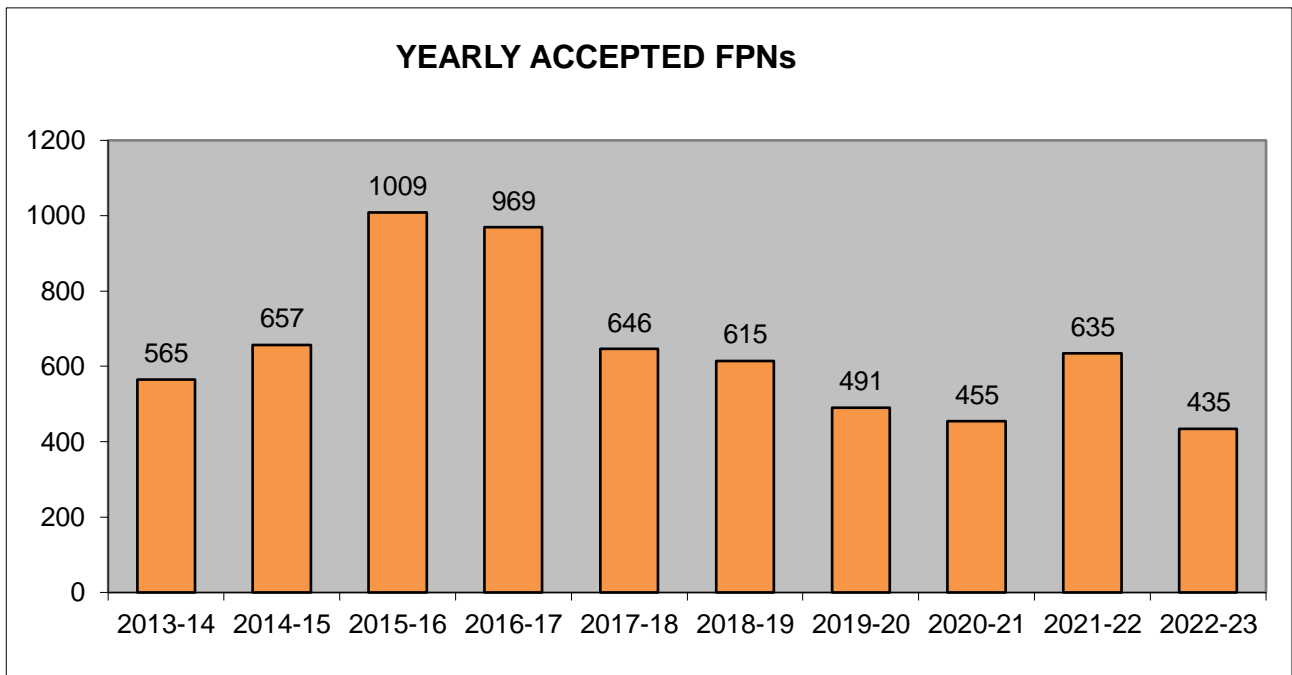


Graph 4.14A



CityFibre and Scottish Power was issued with the highest number of Fixed Penalty Notices by the end of 2022/23. This was due to their notices not being closed on time, site not cleared, notices being closed when the work was still in progress and/or no notice being received for their work.

Graph 4.14B



The number of FPN's issued has been decreasing each year since 2016 except rising in 2021.

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Transport and Environment Committee

10.00am, Thursday, 16 November 2023

Granton Waterfront – Investigation of Parking Controls - Update

Executive/routine Wards	Executive 4 – Forth 1 - Almond
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1. Recommendations

- 1.1 It is recommended that Transport and Environment Committee:
 - 1.1.1 Notes the conclusions and recommendations within the Granton Waterfront Parking Implementation Strategy, as detailed in Appendix 1;
 - 1.1.2 Notes the results of the initial public consultation on the proposed car parking controls for the Granton Waterfront Area, as detailed in Appendix 2;
 - 1.1.3 Notes the operational details for the proposed parking controls for the Granton Waterfront Area, as detailed in Appendix 3;
 - 1.1.4 Approves the commencement of the legal process to introduce car parking controls in the form of a Controlled Parking Zone (CPZ) as per the proposed phasing for the Granton Waterfront area set out in Appendix 4; and
 - 1.1.5 Approves the proposed restrictions in relation to residential parking permits, as detailed in Appendix 5.

Paul Lawrence

Executive Director of Place

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Report

2. Executive Summary

- 2.1 This report provides an update on progress of the design of parking controls in the Granton Waterfront Area and the results of the initial consultation that was carried out over summer 2023. The report seeks approval to commence the necessary legal process to introduce car parking controls in the form of a Controlled Parking Zone (CPZ).

3. Background

- 3.1 On 26 February 2020, Planning Committee [approved](#) the Development Framework for Granton Waterfront as non-statutory planning guidance, setting out the vision and key principles for all future development. This included guidance on achieving low car ownership with a maximum car park provision of 25%.
- 3.2 In mid-2020, the Council commenced work on an [Outline Business Case](#) for the Development which was approved by the Council's Policy and Sustainability Committee on 5 October 2021. A development partner, Cruden Homes (East) was selected to undertake Phase 1 pre-development works in June 2022. It is anticipated that a Phase 1 planning application will be submitted early 2024 and will bring over 750 net zero homes, commercial, sustainable transport infrastructure, commercial and public realm.
- 3.3 In parallel to the pre-development work on phase 1, a programme of early action projects with standalone business cases have been initiated, including the delivery of around 660 net zero homes and supporting infrastructure. The first residents are anticipated to move into these homes in early 2024.
- 3.4 Edinburgh's strategic plan for mobility, the [City Mobility Plan](#) (CMP) 2021-2030 was approved by Committee on 19 February 2021. The CMP sets out the Council's approach to the sustainable, safe and effective movement of people and goods around Edinburgh. The relevant CMP Policy Measures when considering this report are:
- 3.4.1 **Movement 22 Tackling Inconsiderate Parking** – Work within legislation to tackle issues associated with parked vehicles obstructing footways, crossing points, roads and junctions.

- 3.4.2 **Movement 34 Parking Controls** - Extend the coverage and operational period of parking controls in the city to manage parking availability for the benefit of local residents and people with mobility issues.
 - 3.4.3 **Movement 35 Resident Parking Permits** - Manage the way residents parking permits are issued based on demand, location and vehicle emissions.
 - 3.4.4 **Movement 36 Parking in New Developments** - Limit the level of parking in new developments based on current and planned levels of walking/wheeling, cycling and public transport access and the capacity of surrounding streets, and include requirements for electric vehicle charging, disabled persons parking places, car club and bike hire space.
 - 3.4.5 **Movement 37 Parking, Waiting, Loading Restrictions** - Review, apply and enforce parking, waiting and loading restrictions whilst balancing the needs of local businesses and residents and people with mobility difficulties.
 - 3.4.6 **People 1 Supporting Behaviour Change** - Encourage changes in behaviour towards the use of sustainable modes of travel through information provision, initiatives and campaigns.
 - 3.4.7 **Place 4 Liveable Places** - Create more liveable places by managing motorised vehicle access and traffic in the city centre, town centres and residential areas; and
 - 3.4.8 **Place 5 Streets for People** – Create more liveable places by reducing the level of on street parking in areas well served by public transport whilst enabling parking for local residents and people with mobility difficulties.
- 3.5 In August 2021 Committee [approved](#) the investigation, design, and consultation of car parking controls for the Granton Waterfront area to support the low car parking approach set out in the Granton Waterfront Development Framework.

4. Main report

- 4.1 Over the next 15 years, the regeneration of Granton Waterfront will create a new community of around 8,000 people, redefining Edinburgh’s waterfront through a nature-based approach to climate mitigation and adaptation. It will bring around 3,500 new net zero carbon homes of which at least 35% will be affordable as well as a school and other key facilities, creative and commercial space, new cycling and walking routes, two mobility hubs and enhanced sustainable transport connections within the city. Granton will make a significant contribution to Edinburgh’s target to become a net zero carbon city by 2030.
- 4.2 A key theme of the Granton Waterfront Development Framework (which sets out the vision and key design principles for the regeneration area) is safe and pleasant streets which prioritise walking and cycling, which in part is supported by a

proposed maximum car parking provision of 25% (one space for every four residential units).

- 4.3 The proposed low car parking approach for Granton Waterfront closely aligns and supports the CMP vision and a number of its key policy measures related to People, Movement and Place Objectives
- 4.4 The Granton Waterfront Parking Implementation Strategy (based on investigative work carried out between October 2021 and April 2022) examines existing Council policies and strategies to inform the approach to car parking controls, including basing this on case studies of other low-car developments within the UK to provide an understanding of best practice and lessons learned.
- 4.5 A pro-active strategic approach to managing car parking in advance of the future development phases is outlined within the Granton Waterfront Parking Implementation Strategy. This aims to support the maximum level of 25% car parking within the development area in conjunction with implementing enhanced sustainable transport and active travel measures.
- 4.6 A key element of the strategy was the assessment of existing and committed development sites within Granton Waterfront in the context of their original planning permissions, with parking designs prepared for on-street controls in these areas.
- 4.7 With the low-car parking proposals, there comes the potential for parking overspill into surrounding streets. The strategy has therefore assessed this potential and considered mitigations as necessary to ensure that there is minimal impact to the existing residents amenity.
- 4.8 Based on the findings of these assessments and reviews, the Granton Waterfront Parking Implementation Strategy makes the following recommendations:
 - 4.8.1 Progress with implementing an initial CPZ covering existing and committed areas within the study area (this is delineated with a red line boundary in Appendix 4).
 - 4.8.2 Progress with future expansions to the CPZ in advance of occupation within future developments.
 - 4.8.3 For future sites, adopt a 'car-light' approach to achieve a 25% parking ratio across the entire masterplan area. All future sites must provide all parking on-street within adoptable roads.
 - 4.8.4 Implement a cap on CPZ permit allocation to match on-street capacity. Once permit uptake reaches capacity, a waiting list would then be implemented. The structure of the waiting list will be informed by public consultation, but will either be simple first come first served, or via waiting lists with an order of priority (Low Emission vehicles, and general).
 - 4.8.5 Implement a long-term strategy for converting hard landscaped bays in existing sites, reducing on-street capacity to combat the existing over-provision.

- 4.8.6 Continually monitor on-street parking and any need for further CPZ intervention on streets surrounding the Granton Waterfront.
- 4.8.7 Require future sites to:
 - 4.8.7.1 Assess the individual site's potential for overspill onto surrounding areas, as part of the planning application.
 - 4.8.7.2 Conduct surveys of affected areas and quantify potential impacts.
 - 4.8.7.3 Propose mitigation measures to minimise car ownership, including Car Club provision, Travel Plans and Packs, additional cycle facilities, a low-car marketing strategy etc.
- 4.9 A consultation programme was developed alongside the Parking Implementation Strategy to gather the public's views and comments on the Strategy and the street design proposals in relation to a CPZ for Granton Waterfront. This consultation was carried out over a six-week period in summer 2023, alongside the consultation on the wider Phase 1 masterplan design.
- 4.10 48 consultation responses were received, equating to a response rate of 3.2%. The key results were 52% of respondents did not agree with the proposed parking Strategy and active travel measures and 56% of respondents did not agree with the proposed "car light" approach proposed for Granton Waterfront.
- 4.11 Consultation responses and comments were varied, with a wide range of views received on a number of the transport related issues in this area. Further details of the public consultation carried out are outlined within section 9 of this report with full results of the consultation feedback detailed within Appendix 2.
- 4.12 The results of this consultation programme were taken into consideration alongside key Council policies and guidance on car parking, as set out in section 3 of this report to provide the report recommendations which includes the progression of the legal process in relation to a CPZ for Granton Waterfront.
- 4.13 The pre-development works for Phase 1 of the regeneration of Granton Waterfront are progressing towards the submission of a planning application in early 2024 with a full Business Case for Phase 1 expected in Winter 2024, the parking controls proposed are essential to minimise overspill and problem parking, particularly for existing residents and also encourage modal shift from private car use and ownership towards sustainable transport modes.

5. Next Steps

- 5.1 If Committee approve the report recommendations:
 - 5.1.1 Update initial street designs based on feedback gathered on the public consultation carried out in summer 2023 and to reflect relevant car parking proposals within ongoing Granton Waterfront Phase 1 design.

- 5.1.2 Commence the legal processes to introduce parking controls into the Granton Waterfront area. The full detail of those parking controls is set out in Appendix 3 of this report.
- 5.1.3 Progress further statutory consultations as part of the legal process, where interested parties will have opportunities to view the revised proposals and to make comments and/or objections to the detail of the proposals. This is currently targeted to begin in early 2024.

6. Financial impact

- 6.1 All costs incurred in producing the Granton Waterfront Parking Implementation Strategy and associated consultation activities, which totalled £56,125, have been met by the Granton Waterfront Regeneration programme budget.
- 6.2 Up to the value of £18,000 is required for ongoing consultancy costs in relation to carrying out the next stages of the process. Those next stages will involve further consultation and engagement exercises, assistance with preparing the draft Traffic Orders and additional design work associated with updating the initial street designs. The cost of this work is also contained within Granton Waterfront Regeneration programme budget.
- 6.3 A financial model has been produced to better understand the financial impact of CPZ to the Council and also understand the potential revenue and expenditure associated with the CPZ over a 15-year period. This financial model is based on current prices and interest rates and will be reviewed at various points prior to implementation.

7. Equality and Poverty Impact

- 7.1 All of the Integrated Impact Assessments relating to the Council's Parking Action Plan and associated projects can be found on the Council's [website](#)

8. Climate and Nature Emergency Implications

- 8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity. The Council

“must, in exercising its functions, act in the way best calculated to contribute to the delivery of emissions reduction targets”

(Climate Change (Emissions Reductions Targets) (Scotland) Act 2019), and

“in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions”

(Nature Conservation (Scotland) Act 2004)

- 8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions, and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

Environmental Impacts

- 8.3 The proposals within this report will have a positive impact on the climate and are fully supportive of the Council's CMP objectives and Net Zero ambitions.

9. Risk, policy, compliance, governance and community impact

- 9.1 An extensive initial public consultation exercise on the proposals within the Granton Waterfront Parking Implementation Strategy was conducted over a six-week period in summer 2023. This was aligned with the wider Granton Waterfront Phase 1 Planning Application Notice (PAN) consultation in order to ensure a coordinated approach and overview of the wider proposals.
- 9.2 Prior to the consultation a number of key groups were briefed on the Strategy recommendations and the proposed consultation. These briefings took place on the following dates:
- 9.2.1 25 April 2023 - The Edinburgh Waterfront All Party Oversight Group (APOG); and
- 9.2.2 1 June 2023 – West Pilton/West Granton and Granton District Community Councils were notified of the consultation via letter and offered a briefing from Council Officers, which Granton District and Trinity Community Councils attended.
- 9.3 With regards to communication activities, information on the consultation was shared with the local press, subscribers to the Granton Waterfront newsletter and on social media.
- 9.4 That consultation exercise saw leaflets delivered to all addresses within the affected areas, with residents and businesses invited to:
- 9.4.1 View details of the proposals online.
- 9.4.2 Complete a detailed online questionnaire.
- 9.4.3 Leave comments on an interactive map and on draft proposals. and
- 9.4.4 Attend drop-in sessions attended by Project staff, where plans could be viewed, and questions answered by staff in attendance.
- 9.5 Consultation responses and comments were varied, with a wide range of views received on a number of the transport related issues in this area.
- 9.6 The full results of the initial public consultation are provided in Appendix 2 of this report.

- 9.7 The proposed controlled parking zone (CPZ) and resident permit cap for Granton Waterfront is identified as an essential component of achieving the low car parking provision outlined in the Granton Waterfront Development Framework as well as effectively influencing modal shift, private car use and managing on-street parking demand. The risk is that without this management in place, unrestricted levels of kerbside car parking will be enabled, leading to overspill parking that will adversely affect new and existing residents and lead to parking pressures and car dominated streets throughout Granton Waterfront.
- 9.8 Key risks will continue to be reported to Committee as and when they are identified.

10. Background reading/external references

- 10.1 [Strategic Review of parking, Edinburgh](#) – Transport and Environment Committee - 9 August 2018.
- 10.2 [Strategic Review of Parking – Review Results for Areas 4 and 5 and Proposed Implementation Strategy](#) – Transport and Environment Committee – 12 September 2019.
- 10.3 [City Mobility Plan](#) - Transport and Environment Committee - February 2021.
- 10.4 [Parking Action Plan](#) - Transport and Environment – 2 February 2023

11. Appendices

Appendix 1 – Granton Waterfront Parking Implementation Strategy

Appendix 2 – Granton Waterfront Parking Implementation Strategy Consultation Report

Appendix 3 – Proposed Parking Control Designs

Appendix 4 – Proposed Granton CPZ and Phasing

Appendix 5 – Proposed Resident Permit Restrictions

Appendix 6 – Resident Parking Permit Charging Structure

Granton Waterfront

Parking Implementation Strategy

Client Name: City of Edinburgh Council

Reference: 1000007914

Date: March 2023



Document control

Project Centre has prepared this report in accordance with the instructions from City of Edinburgh Council. Project Centre shall not be liable for the use of any information contained herein for any purpose other than the sole and specific use for which it was prepared.

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1. INTRODUCTION

Study Context

The Granton Waterfront Development Framework sets out ambitious plans for the former industrial land located in the north-west of Edinburgh stretching from Cramond to Granton Harbour.

The site comprises c. 200 hectares of open green space and parkland (to the west), and c. 50 hectares of potentially developable former industrial land (to the centre and east).

The area will provide approximately 3,500 new homes between 2022 – 2036.

Several studies have been undertaken to date to support the ambitions and Masterplan development for the area, with a key focus being on creating a well-connected and sustainable community through the prioritising active travel, public transport improvements (including the potential for a Mass Rapid Transit route), and enhancing active travel connections to key destinations outwith the Granton Waterfront area.

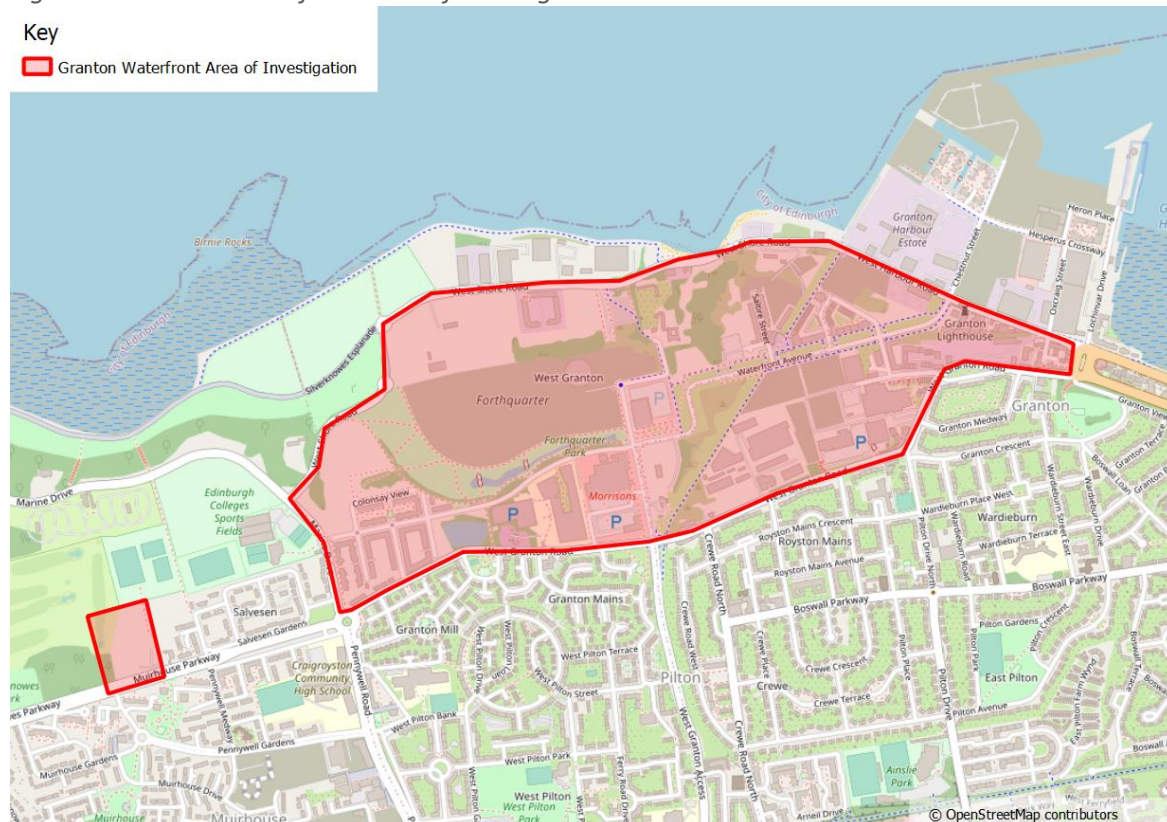
To support this, the site will include a maximum parking provision of 25%. All car parking will be provided on-street within adopted highway, and communal.

1.1 Purpose of the Report

Project Centre Limited (PCL) have been commissioned by City of Edinburgh Council (CEC) to undertake a study and prepare an approach to implementing parking across the Granton Waterfront area.

The study area is delineated in red below and in most part, covers the developable land identified within the Development Framework, shown below.

Figure 1: Granton Waterfront Area of Investigation



Within the 25% maximum provision noted above, all parking needs must be catered for, i.e. businesses, healthcare, residential parking etc. Only disabled persons' parking can be considered over and above the 25% provision.

This report will therefore detail how parking will be managed across the different user types and align with development phasing.

There are some existing and recently consented sites within the area, however the majority of land is still at a masterplan level as per the development framework. As such, no detailed street level designs for parking layouts can be prepared at this stage. The recommendations in this report will therefore be flexible to allow implementation across differing street designs, whilst providing more site-specific designs for the existing and consented sites.

With the ambitious plans for a low-car community, there comes the potential for parking overspill into surrounding streets. The report has therefore assessed this potential and considered mitigations as necessary.

In conjunction with this report, PCL are preparing an engagement strategy to consult on the designs for the existing and consented sites, and the general principles of the wider parking strategy for the future development sites.

2. CEC POLICY ALIGNMENT

2.1 Overview

This section summarises the relevant CEC policy and strategies that have been considered when preparing this parking strategy.

2.2 Granton Waterfront Development Framework, February 2020

This Development Framework (DF) outlines the vision, high level strategies and design principles to guide the development of Granton Waterfront. The DF encompasses the study area considered within this parking strategy, as well as open green space to the west, and the Granton Harbour to the east.



CEC now own now own around 50 hectares of developable land within the Granton

Waterfront site considered in this parking strategy. The DF details plans for the regeneration of this area, providing for new homes of varying tenure, a new primary school, healthcare centre, small scale leisure and retail opportunities, links with new and existing cultural facilities, business/enterprise ‘startups’ and creative space, tied together with a high-quality public realm and diverse green spaces.

The mixed-use focus of the plans will provide an accessible and sustainable neighbourhood, where people’s daily needs can be met within a 10-minute walk/wheel of their home, creating a ‘20-minute neighbourhood’.

Providing “safe and pleasant streets which prioritise walking and cycling” is a key part of the vision for Granton. To realise this vision, streets need to be at a human-scale, not segregated by motor traffic or dominated by parked vehicles. Key to achieving this is removing incentives towards car use, alongside increasing incentives and choice for sustainable travel.

A key method of disincentivising car use is through restrictive parking to reduce car ownership. As such, the DF states that private car parking should be kept as low as possible across the site, with a maximum of 25% parking across the site.

It is noteworthy that the DF only specifies this for private car parking. Since the DF was produced, the approach to parking has shifted and all parking is expected to be met on-street, with no private parking. This study has examined the merits of these different approaches (private vs on-street parking).

2.3 City Mobility Plan, February 2021

The City Mobility Plan sets out the Council's strategic approach to the sustainable, safe, and effective movement of people and goods around Edinburgh up to 2030.

The overarching Vision for the plan is;

“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.”

This vision is supported by a series of objectives and policy measures under the themes of People,

Movement and Place. This parking strategy will feed into all objectives, but it will particularly support:

- Encourage behaviour change to support the use of sustainable travel modes;
- Increase the proportion of trips people make by active and sustainable travel modes; and
- Reduce vehicular dominance and improve the quality of our streets.

The Plan also sets out a series of policy measures, of which the following are relevant to this parking strategy:

- **Movement 22 – Tackling Inconsiderate Parking:**
Work within legislation to tackle issues associated with parked vehicles obstructing footways, crossing points, roads and junctions.
- **Movement 24 – Safe and Accessible Paths and Streets:**
Design and maintain paths and streets to maximise safety and accessibility for all needs and abilities.
- **Movement 25 – Strategic Approach to Road Space Allocation:**
Develop and deliver a strategic approach to allocating road space between modes of travel to define the degree of priority to be given to different modes on different streets.
- **Movement 34 – Parking Controls:**
Extend the coverage and operational period of parking controls in the city to manage parking availability for the benefit of local residents and people with mobility difficulties
- **Movement 35 – Residents Parking Permits:**
Manage the way residents parking permits are issued based on demand, location and vehicle emissions.
- **Movement 36 – Parking in New Developments:**
Limit the level of parking in new developments based on current and planned levels of walking/wheeling, cycling and public transport access and the capacity of surrounding streets, and include requirements for electric



vehicle charging, disabled persons parking places, car club and bike hire space.

- **Movement 37 – Parking, Waiting, Loading Restrictions:**
Review, apply and enforce parking, waiting and loading restrictions whilst balancing the needs of local businesses and residents and people with mobility difficulties.
- **Place 4 – Liveable Places:**
Create more liveable places by managing motorised vehicle access and traffic in the city centre, town centres and residential areas.
- **Place 5 – Streets for People:**
Create more liveable places by reducing the level of on street parking in areas well served by public transport whilst enabling parking for local residents and people with mobility difficulties.

Further to the above, the Plan notes that the requirement for low levels of parking in new developments needs to be considered against potential impacts on surrounding streets. Transport assessments and parking surveys in surrounding streets can provide intelligence on the potential impacts of lower parking requirements.

2.4 Granton Waterfront Transport Strategy, September 2021

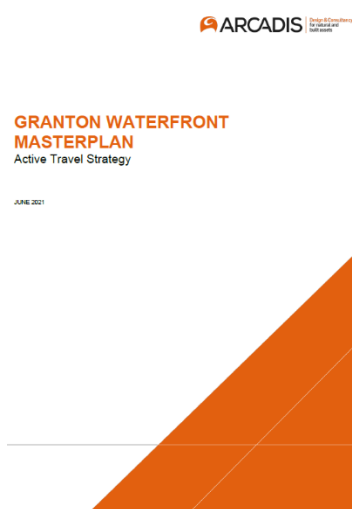
This Transport Strategy (TS) examines the problems and opportunities in the Granton Waterfront area. It notes existing issues with congestion, and that on-street parking impacts the urban realm and reduces space for active travel infrastructure. The existing street designs in the area feature wide and straight carriageways with narrow footways. This encourages high vehicle speeds and leads to an intimidating environment for pedestrians and cyclists, discouraging active travel.

Lack of parking, and increased trip generation from development proposals are noted as issues that have been raised by stakeholders. Reducing car travel and increasing sustainable mode share will address the concerns relating to trip generation and congestion. Key to alleviating parking concerns is providing convenient and viable alternative travel choices, opportunities for which are identified in the TS.

Options to reduce private vehicle mode share are identified, including providing low car parking and introducing resident parking permits. The TS also identifies opportunities to re-design existing carriageways to remove parking.

The TS includes an analysis of development trip generation and public transport requirements. It sets a mode share target of 12% car use amongst affordable dwellings, and 17% for private sale units.

2.5 Granton Waterfront Active Travel Strategy, June 2021



Due to the proposed 25% parking level, a high-quality active travel network throughout the development, and connections to existing networks, is essential to provide a liveable and connected neighbourhood.

The Active Travel strategy (ATS) was prepared in response to these aims. It builds upon the earlier proposals and City Mobility Plan, and further develops the ATS for the area.

The ATS proposes a hierarchy of active travel routes, and details nine Key Street Interfaces where ‘corridor’ improvements can be provided incorporating active travel as a high priority, amongst other key features such as landscaping, commercial and active frontages, and improved public transport access.

It also details proposed locations for public transport interchanges and cycle amenities, including transport hubs which will provide a range of facilities including public transport access, e-bike charging, shared working spaces and parcel collection facilities.

The wide network of active travel facilities and innovations such as transport hubs will enable the ambitious plans for a low-car community to be feasible.

2.6 Edinburgh Local Development Plan, November 2016

The LDP sets out the policies and proposals to guide development in the city.

The Granton Waterfront is supported within the LDP, with Policy Del 3 setting out the requirements in principle for new developments in the area;

“Transport measures agreed with the Council, including a contribution to the proposed tram network and other necessary public transport improvements, the eastwards extension of Ocean Drive and the provision of a network of paths for pedestrians and cyclists, including an east-west path that will form part of the city-wide coastal promenade.”

2.7 City Plan 2030 – Proposed Plan, September 2021

The Proposed Plan was approved for its Statutory Representation Period by Planning Committee on the 29th of September 2021. The Plan sets out the policies to guide development in the city, including development principles for Granton Waterfront under the ‘Place 4 – Edinburgh Waterfront’ policy, which links to the approved Granton Development Framework.

The Proposed Plan sets out Transport Policies which aim to support the City Mobility Plan’s ambition to shift car trips to more sustainable modes, ensuring development supports the ‘20-minute neighbourhood’ concept.

Policy ‘Inf 7 – Private Car Parking’ states:

“Development will be supported where private car use is not needed. This policy encourages private car parking free or low car parking developments.”

Determining factors for appropriate car parking that are most relevant to Granton Waterfront include:

- sustainable transport accessibility levels, including committed public transport and active travel infrastructure
- parking controls on neighbouring streets to mitigate any potential overspill parking
- availability of shared mobility services to make it more convenient for residents not to own a car, for example the city’s car club and cycle hire schemes,

Policy ‘Inf 6 – Design of Car Parking’ details criteria for parking design and layout. It states that “*car parking should wherever practical be provided in on-street vehicle bays*” to avoid large surface car parks. It also emphasises the importance of parking layouts prioritising safe and direct walking and wheeling access routes.

2.8 Edinburgh Design Guidance, January 2020

This is a non-statutory planning guidance document which interprets the policies set out in Edinburgh’s LPD.

It includes guidance on the design, integration, and quantity of parking in new development.

The principals centre on reducing the dominance of parking on the street scene, and maintaining safe, convenient and direct active travel infrastructure. Car club initiatives are encouraged to promote car use as a shared resource and reduce pressure for parking, and electric vehicle charging should be provided where 10 or more parking spaces are proposed.

The document sets out maximum parking standards for new developments. Developers are required to set parking below these maximums, and they are intended to ensure that parking levels are kept low and, in some areas, that no parking is provided.



3. CASE STUDIES

3.1 Overview

To inform the options for the introduction of parking controls across the area, case studies of comparable low-car and car-free sites have been examined.

The focus of the search for case studies has been at sites in Scotland, to align with parking control policy and approach. However, the concept of low-car developments is in its relative infancy in Scotland, and therefore one site from Birmingham has also been examined to give broader picture.

3.2 Former Royal Oak Hotel, Lanark - South Lanarkshire Council



Image Credit: John Russell Partnership Ltd

The Former Royal Oak Hotel development is a planned development in Lanark, Scotland. This development is on the site of a former hotel in Lanark town centre and the original building is being extended to accommodate 15 flats and one Class 3 commercial unit. The old part of the building is a category C Listed Building within the Conservation Area and the New Lanark World Heritage Site.

Some defining characteristics of the locality are:

- Site within main town location with many amenities nearby.
- Transportation; close proximity to frequent rail and bus services (train station and bus station adjacent to each other and close to the site), walking, wheeling, and cycling routes, 15 secure cycle parking spaces on site, and eight public car parks in the town run by South Lanarkshire Council.
- Social infrastructure. Close to retail businesses, library, churches/religious centres, three primary and one secondary school.

The proposed development has no provision for residential parking, although two spaces are provided for a commercial unit included in the proposals. The Council's parking requirement for this development would be 0.5 – 0.8 spaces per dwelling

which equates to between 8 and 12 spaces. A proposed café/restaurant on the ground floor unit would generate parking demand, however, as there are eight public car parks in the town centre and these are within easy walking/wheeling distance, there is no provision for parking on site for the café. 15 secure cycle parking spaces are also included in the proposals; a ratio of 1:1 for each dwelling.

The new homes will be managed and run by Clyde Valley Housing Association (CVHA) and would be offered for affordable rental. CVHA will strongly advise any future residents that there is no car parking on site. It is anticipated that any resulting car owning tenants may choose to park as close as possible to their home and that there may be a potential issue with cars parking on these roads. A planning condition was secured, requiring the housing association to carry out an independent assessment of the extent to which the development remains car free, and whether parking in the vicinity is affected six months after the occupation of the last unit.

To encourage more sustainable travel, a planning condition ensured that new residents would be given a travel pack outlining key routes to amenities, public transport information and arrangement for the management of the on-site cycle storage. The site layout includes two car parking spaces, which are only permitted to be used for deliveries and for visitors that required a disabled parking space. This is secured via planning condition.

The site is very well located in terms of public transport given the close proximity to Lanark Bus and Train Stations and in terms of local amenities. There are public car parks within easy walking distance of the site which could be used by residents and their visitors.

In coming to a view as to whether a 'car free' development was acceptable at this location, South Lanarkshire Council considered the close proximity of the site to the bus and railway stations and that the site is within walking and wheeling distance of a range of local amenities including shops, schools, leisure, and a doctors' surgery.

3.3 Govanhill, 43 Allison Street, Glasgow - Glasgow City Council



Image Credit: George Buchanan Architects

The Allison Street development was granted permission by Glasgow City Council (GCC) in March 2020. This development includes 49 one, two and three-bedroom flats and one commercial unit on the site of a former garage in Govanhill. The residential properties will be for social rent from Southside Housing Association.

Some defining characteristics of the locality are:

- Site within an outlying local centre of Glasgow with many amenities close by.
- Transportation: close proximity of a significant number of local amenities including The Strathbungo and Victoria Road local centres, four local train stations and two major bus corridors. These are all within easy walking and wheeling distance of the development. Cycle parking will be available on site and there are proposals for 19 unallocated visitor spaces including eight wheelchair accessible spaces.
- Social infrastructure. Close to retail businesses, community amenities, nurseries, and schools.

The development will be a cycle friendly residential development with no car parking available for residents. Via planning condition, the dwellings are required to be marketed as 'car-free' as a condition of tenancy. GCC's usual criteria for a 'car-free' site is that it should be located within a Controlled Parking Zone (CPZ). This site is not within a CPZ, however the Committee Report for the application considers that the site is "uniquely located within close proximity of local services and a variety of non-car transportation options which provide connections to a large area of the City".

If a future CPZ is implemented, the developer is required to ensure tenants are aware that they will not be eligible to purchase on-street parking permits.

To align with GCC policy for car-free sites, the developer was required to provide in excess of the minimum standards for cycle parking. A ratio of 147% provision was provided for the dwellings.

The low-parking design enables an area of 100 sqm of community garden space to be created for the development. The proposals aim to utilise the local amenities in close proximity and promote active travel choices such as walking, cycling, and public transport.

The proposals align with Scottish Government and Glasgow City Council Policies and Initiatives for Sustainable Development and Travel.

3.4 Dalmarnock (Former Athletes' Village) – Glasgow City Council



Glasgow hosted the 20th Commonwealth Games in 2014 and there was an opportunity to generate positive long lasting benefits on a major scale for the city. Dalmarnock was subject to the greatest level of intervention in relation to the Games as the area had long been characterised by chronic deindustrialisation, population decline, deteriorating housing stock, and increasing unemployment

An Athletes' Village was constructed which was made up of 700 dwellings. Other additions in the Dalmarnock area included the transformation of 15 hectares of derelict land on the southern banks of the River Clyde into the new Cuningar Loop Woodland Park.

Some defining characteristics of the locality are:

- Site within an outlying area of Glasgow with many amenities close by.

- **Transportation:** refurbishment of Dalrnarnock Rail Station and a new road linking to the M74. The development will also utilise the proposed South West Way (within 100m of route).
- **Social infrastructure:** local amenities are included on the site. These include retail businesses, a community hub, a primary and nursery school.

After their use during the Games, the 700 dwellings in the Village were retrofitted for permanent residence and were populated between February and December 2015. The majority of properties in the Village (400) were ring-fenced for social rent, with the remaining 300 homes offered for private sale. For the most part, the private housing fronts the riverside, with the social rented housing behind this.

There are various house types and the village is a low-rise development, mostly two-storey in height, with some three-storey buildings, and uses a range of different materials. Particular features of the development include a number of eco-friendly elements such as a combined heat and power (CHP) energy centre, the use of solar panels, and a sustainable urban drainage (SUD) system.

3.5 Whitfield development – Dundee City Council



A development framework was established for Whitfield with the aim to provide around 700-900 homes and associated infrastructure, including a new central street, a sustainable urban drainage system (SUDS), a new community building containing healthcare services, community facilities and extensive retail space and new primary school. 300 new homes have been built at the site so far and these are a mixture of affordable social rent and privately owned.

There is parking available for the residents and visitors at the development, and this is per the normal parking standards set out by Dundee City Council. The street hierarchy and design aims to ensure vehicle speeds are kept low and that the streets are safer and quieter for all users.

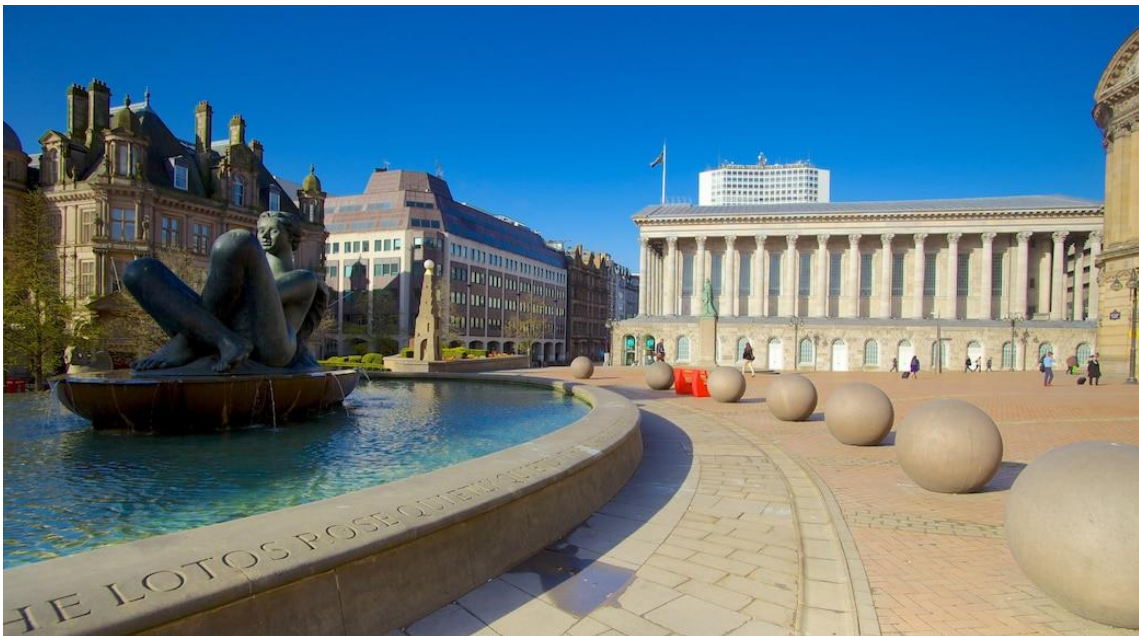
Some defining characteristics of the locality are:

- Site: has been developed within a dedicated framework meaning the majority of required amenities are within easy walking or wheeling distance.
- Transportation: the layout of the site and the design of the streetscape has been developed to encourage walking, wheeling, and cycling and to encourage low vehicle speeds. There has been a new upgraded path network on the development. The inclusion of traffic calming measures was included to facilitate a safer and quieter neighbourhood. The principal road is Lothian Crescent, and this is the main link to the smaller secondary roads around the development.

Social infrastructure: retail businesses, community centre, healthcare provision, and a primary school are all within the development site.

■

3.6 Birmingham City Centre car free zone – Birmingham City Council



Birmingham City Council launched an ambitious plan to move to a car free city centre in their Transport Plan 2031. The objectives of the plan are designed to address the climate emergency, encourage sustainable transport modes, improve connectivity, and reduce the use of motorised vehicles in the city centre.

The four main principles of the plan for the city are:

- **Reallocating road space:** the allocation of road space from prioritising private cars to support the delivery of public transport and active travel networks.
- **Transforming the city centre:** creation of a network of pedestrianised streets and public spaces in the city centre, integrated with public transport services and cycling infrastructure. Access to the city centre for private cars will be very limited, with no through trips allowed.
- **Prioritising active travel in local neighbourhoods:** walking, cycling and active travel will become the first choice for most people making short

journeys in their local neighbourhoods. A limit of 20mph will be introduced on all local roads.

- **Managing demand through parking measures:** parking will be used to manage demand for car travel through availability, pricing, and restrictions. Where development potential exists, land currently occupied by car parking will be used alternatively.

Some defining characteristics of the locality are:

- **Site:** city centre location with a wide range of amenities within a short walking and wheeling distance.
- **Transportation:** the city centre has main rail stations and Midland Metro stations, and a large bus network so public transport is easily accessible for those living, working, and visiting the city.
- **Social infrastructure:** as this is a city centre location, there is a wide range of local amenities including retail businesses, a library/community hub, healthcare services, employment, and schools and higher education provision.

What has been implemented so far:

- Birmingham's Clean Air Zone launched in June 2021, covering all roads within the A4540 Ring Road.
- Introduction of Licensing and Public Protection Committee policies to regulate the number and nature of taxi and private hire vehicles licenced to comply with the Clean Air Zone.
- Early changes to city centre traffic management, in support of traffic segments initiative.
- On-street parking replaced with outdoor hospitality space to support economic activity in line with restrictions related to the COVID-19 pandemic and provide more space and priority for pedestrians using the area.
- Pop-up cycle routes to support and encourage increased levels of cycling during national lockdowns in response to the COVID-19 pandemic.

3.7 Assessment of Case Studies Against 20-minute Neighbourhoods

The CEC City Mobility Plan details the objectives of the 20-minute neighbourhood. The main principle of which is that people's daily needs can be met within a 10-minute walk/wheel of their home, equivalent to a 20-minute round trip on foot.

Access to local services is also supported by encouraging people to choose sustainable travel modes such as cycling, walking, and wheeling. This will shorten local travel patterns and reduce citizen's carbon footprint and help to meet the city's net zero carbon target.

The City Mobility Plan maps the city's access to services in a 20-minute neighbourhood. The key services that define a 20-minute neighbourhood are:

- local centre
- food shop
- GP surgery
- primary school
- local open space
- a play area.

The Former Royal Oak Hotel, Lanark:

- The location of the development is within the main town centre of Lanark, where there is access to a variety of local amenities.
- Local food shops are within five minutes walking/wheeling distance.
- A GP surgery is within five minutes walking/wheeling distance.
- Primary school within ten minutes walking/wheeling distance
- and open space/play area is within six minutes walking/wheeling distance.

South Lanarkshire Council has a number of local strategies to improve infrastructure and associated elements to encourage more people to cycle, walk/wheel or use public transport including the Lanark Active Travel Network Plan. The plan is in early development stages so does not appear yet to have had a big impact on the particular development site being reviewed here.

There is currently no car club or bike share scheme available in Lanark although South Lanarkshire Council has undertaken feasibility studies and is thought to be carrying out further community engagement on this concept.

Govanhill, 43 Allison Street, Glasgow:

- The location of the development is in a local centre of Glasgow and there is excellent access to local amenities.
- A range of food shops including a supermarket are within seven minutes walking or wheeling distance.
- A GP surgery is within ten minutes walking/wheeling distance.
- Three primary schools are within eight minutes walking/wheeling distance
- and two open spaces/play areas are within ten minutes walking/wheeling distance.

GCC has a number of strategies to support sustainable travel modes, and this includes their Active Travel Strategy aiming to enable people to walk, cycle or wheel across the city.

There is a car club hub with vehicle available on Allison Street adjacent to the development and a bike share hub available within ten minutes walking/wheeling distance of the site.

Dalmarnock, Glasgow:

- The development can be categorised as a 20-minute neighbourhood, as the immediate area has a host of local amenities designed to ensure sustainability objectives were met when being designed.
- Several local food shops are within the extent of the site.
- Three medical centres are within the site area.
- Two primary schools within the site boundary.
- Three open space/play areas are within the site area.
- There is also a library, care home and post office as well as various business units.

GCC has a number of strategies to support sustainable travel modes, and this includes their Active Travel Strategy aiming to enable people to walk, cycle or wheel across the city.

There is a car club vehicle available within the Dalmarnock area and a bike share hub available on the edge of the development. There are several EV charging points within the development for people to charge electric vehicles.

A review of Dalmarnock Village was done by Living Streets. The key findings were:

- **Transport:**
 - The car was found to be the dominant mode of transport for shopping and/or commuting to work or school. There was no indication of major behavioural change towards non-motorised transportation.

- Cycling was used for commuting to work by those who already did so before moving to the Village. Nevertheless, this group said that they enjoyed having access to the Clyde Walkway, which had made their cycling journey easier than before.
- Trains from Dalmarnock to the city centre (an eight-minute journey), were appreciated but only used by respondents at weekends and for leisure purposes. While rail connections were perceived to be good, the bus service was the subject of much criticism.
- **Access to local amenities – shopping:**
 - Local shops were deemed adequate, but the availability of more localised shopping within the Village itself was regarded as something desirable both for convenience and for social reasons.
- **Access to local amenities – education:**
 - The opening of a new primary school was eagerly awaited as parents had to travel outside what was perceived to be their local area for their educational needs. Aside from the locational aspect, some accounts indicated parental concerns about the pressure on places in local primary schools. In terms of early years' education, a state-run nursery school opened during the fieldwork period, and therefore its impact could not be assessed. The private nursery located in the Legacy Hub in the Village was used by several families in the study sample. Although households with young children were more likely to discuss schools provision, those without children also expressed satisfaction that, in thinking about starting a family, they knew that they would have nurseries and a primary school right on their doorstep.
- **Access to local amenities – community spaces:**
 - People without children or with adult children, made positive statements about what was on offer for children in the Village. Parents with younger children called for access to more play facilities for younger children such as a swing park or a 'football cage' (fenced all-weather football court). Importantly, they were adamant that such amenities had to be within close range to the family home; for this reason, the play park at the north of the Village was perceived to be too far away by those living at the lower end, and the Cuningar Loop Woodland Park was suitable only for play under parental supervision.
 - Two main amenities were assessed in respect of sport and leisure: the Emirates and the Cuningar Loop Woodland Park. The subject of the Emirates Arena rarely arose unprompted during interviews, and the facility itself did not appear central to Village residents' everyday lives. In stark contrast to the Emirates Arena, the Cuningar Loop Woodland Park was highly valued as a local amenity. Many superlatives were used by participants to describe the attractive natural environment. The woodland area, including the riverside boardwalk, boulder centre, bike track, play area, and café, had become accessible from the Village with the recent opening of the footbridge, generating first time visits by residents. The Cuningar Loop Woodland Park was especially popular among dog walkers and families with young children.
 - There were signs that the Hub was being increasingly used by Village residents. The opening of the Commonwealth Medical Practice meant that the centre could become the focal point for community health

services. Parents of children used the Hub more extensively than professional households without children, with the latter viewing the centre as being mainly for young children or for daytime activities only for adults and children.

Whitfield, Dundee:

- The Whitfield development has a variety of local amenities within the site extent.
- Various food shops and takeaways are on the development site.
- There is a medical centre on the development.
- There are four primary schools within the development area and one senior school within ten minutes walking/wheeling distance of the site.
- and three open spaces/play areas within the site.
- There is also a community and learning hub, two care homes, and two post offices.

Dundee City Council has an Active Travel policy, and this aims to encourage people to choose sustainable travel modes and reduce vehicle use. There are also guidance available for access to sustainable transport routes including walking, wheeling and public transport.

There is currently no car club vehicle and no bike share hub available within the Whitfield development. There are three EV charging points around the site to enable people to charge electric vehicles.

Birmingham City Centre:

- The location ensures that there are a wide variety of local amenities across the city which are within short walking/wheeling distances.
- There are many supermarkets/food shops spread across the city centre area.
- There are several GP surgeries is within the city centre boundary area.
- There are several primary schools within the city centre boundary area.
- and several open spaces/play areas is within a short walking/wheeling distance.

The city-wide car free zone is part of Birmingham City Council's Transport Plan which aims to promote sustainable travel modes, reduce vehicle traffic, reduce emissions, and improve road safety and noise from vehicles.

There are two car clubs, a bike share scheme, and an e-scooter scheme (pilot scheme) all operating in the city centre area to support the car-free zone.

4. MEASURES TO SUPPORT CAR-FREE AND LOW CAR DEVELOPMENT

Following the review of Case Studies in Chapter 3, it is clear that there are options that can help enable a car free development to flourish and grow successfully.

The following sections summarise lessons learned and best practice to support effective car-free or low-car development.

4.1 Street Hierarchy

The physical environment on a site should be the starting point for facilitating an increase in sustainable travel modes and a move away from vehicle use.

The development street hierarchy and associated streetscape can facilitate better use of streets and reallocate space to pedestrians, cyclists and others using wheelchairs/wheeled mobility aids. Priority should be given to at-grade pedestrian and cyclists crossings to give active travel modes priority over vehicle traffic.

There should be an emphasis on establishing good walking/wheeling and cycling routes around the site; providing good street lighting for safety; quality public realm and a variety of different social spaces including greening and lining routes with trees.

Associated options for a successful car free site should focus on enabling residents and visitors to access good quality facilities and information so they have an ideal opportunity to take up sustainable travel modes.

4.2 Good public transport links

A review of the local bus network should be undertaken to see what routes are available adjacent or in/around the development site and this includes the frequency of services and cost.

It may be discussions with bus companies are instigated to see how routes can be linked to the site or if potential offers can be provided to new residents to encourage more bus use.

The study area will benefit from the proposals for a new Northern Orbital Bus Route¹. This is proposed to be a quicker limited stop service enhancing connectivity between North Edinburgh developments including Granton Waterfront. Development proposals within the study area may be required to contribute towards and safeguard this new link as detailed in the 'City Plan 2030 – Proposed Plan'.

4.3 Car Club

Studies by CoMo² suggest that every Car Club vehicle in Scotland removes 10 private cars from the road. Car club vehicles can be located at various places on site from initial occupation and will enable residents to have the option for occasional car use

¹ City Plan 2030 – Proposed Plan, Proposals Reference PT1 (Table 6)

² <https://como.org.uk/wp-content/uploads/2021/06/CoMoUK-Scotland-Car-Club-Summary-Report-2020.pdf>

without requirement to own a car. New Car Club vehicles can be explored through developer contributions. Planning conditions / informatives requiring Travel Plan incentives such as free membership or drive time will encourage uptake.

4.4 Bike sharing scheme

Bike share can be broadly defined as any setting where bicycles are pooled for multiple users. Bike share is developing rapidly, and it has the potential to help normalise cycling through giving users “tasters” of bike use without committing to bike ownership and storage.

Pedal or e-bikes could be provided at hubs throughout the development with appropriate resident incentives to encourage uptake such as free membership or cycling time.

Following termination of Edinburgh’s Just Eat cycle hire scheme in summer 2021, it is understood CEC are investigating alternative options to replace the scheme. Any future scheme should have a key Granton presence at its heart, linking to the Transport Hubs identified in the Granton Waterfront Active Travel Strategy.

Developer contributions and incentives through Travel Plans, such as free ride time, can encourage uptake.

4.5 E-scooter scheme

E-scooters could be provided on the development with appropriate resident incentives to encourage uptake such as free membership or ride time.

The Department for Transport is running several trials of this, such as in Bristol and Oxford. CEC would need to implement a zone where their use is legalised.

4.6 Cycling facilities

The proposals for Travel Hubs in the Granton Waterfront Active Travel Strategy have the potential to incorporate secure cycle hubs and cycle parking as an effective transport interchange.

4.7 EV charging hubs

Provision of EV charging hubs throughout the development to be used for charging cars, e-bikes and e-scooters.

CEC’s current requirement is a ratio of 1:6 car charging points. These could be consolidated alongside the Transport hubs with rapid charging, to increase their perceived convenience.

4.8 Development Travel Plan/discount booklet

On occupation, new residents could be provided with a travel plan booklet containing information on using the on-site car club, bike sharing and cycle facilities. It would also contain information on the local bus routes and timetables, location of walking/wheeling and cycling routes and any discounts that could be offered for sustainable travel choices for residents.

CEC may also require developers to implement residential or commercial Travel Plans. These will set targets for sustainable transport use, monitor mode share over an agreed period, and implement additional mitigation strategies if private car use is found to be above target.

4.1 Controlled Parking Zone

Effective parking management can be achieved through formal on-street controls of all kerbside space within an area, enforcing who, when and where people can park on-street. These types of kerbside controls are often introduced on a zonal basis, constituting a 'Controlled Parking Zone' (CPZ) of which there are several already in place throughout Edinburgh, particularly in the most densely populated areas where parking is at a premium.

It is clear that an essential component of achieving the low-car aspirations of the Granton Waterfront area is through effective parking management to control demand and car ownership. Without such management, unrestricted levels of kerbside parking (and thereby car ownership) will be enabled, leading to parking pressures and a car dominated streetscenes. This would be contrary to the aims of the Granton Waterfront Development Framework.

Implementing a CPZ in Granton Waterfront is the only effective method of delivering the targeted 25% parking level and managing car ownership to match. This has been considered further within the context of existing, committed, and future sites, in the following sections.

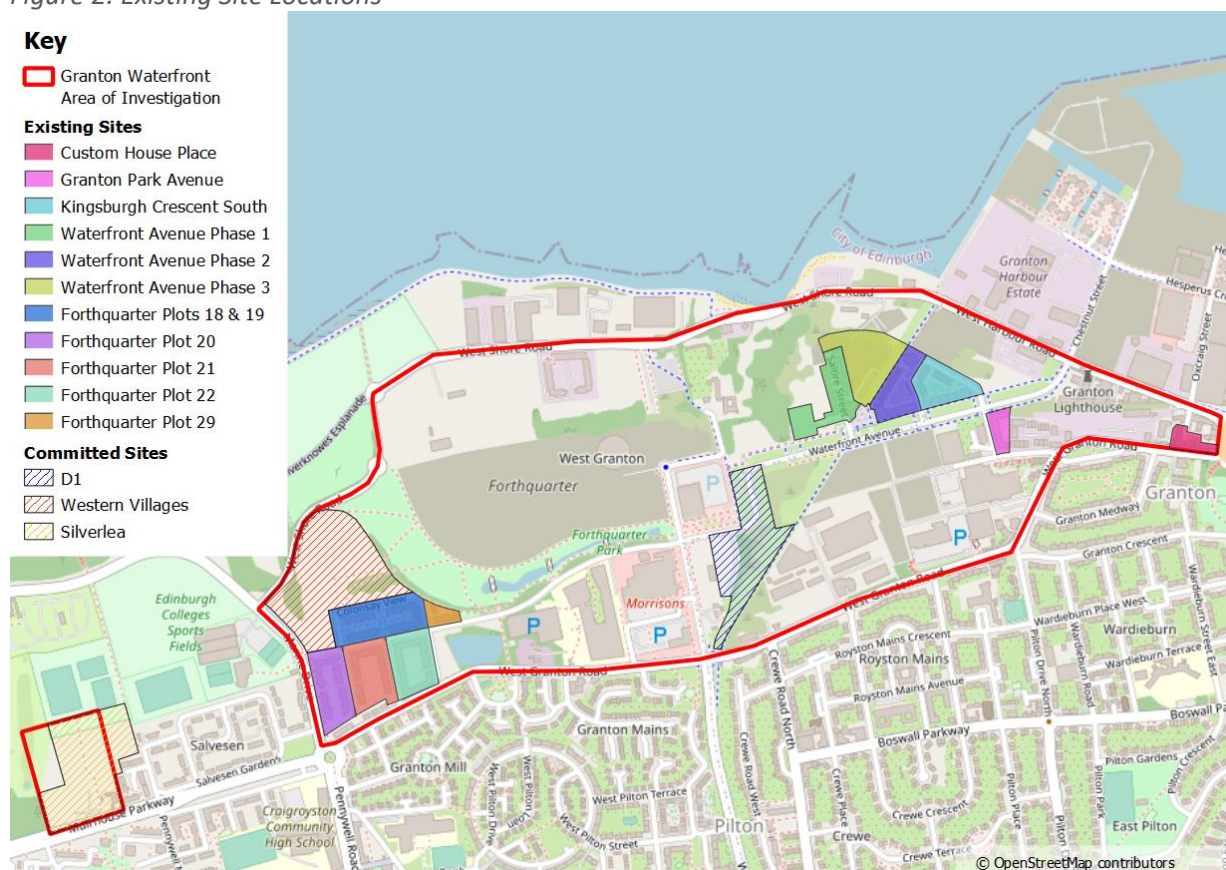
5. EXISTING AND COMMITTED SITE STUDY

5.1 Overview

Several sites have already been developed, have recently been granted, or are likely about to be granted planning consent within the Granton Waterfront study area.

This study has examined each of the existing and committed sites, as shown in Figure 2 below.

Figure 2: Existing Site Locations



This chapter details the sites' current private and on-street parking provision. The review has aimed to ensure the individual needs of existing and committed sites are accounted for, whilst ensuring they cohesively fit with the wider Development Framework aims as future sites are developed.

Following this review, proposed parking layout drawings have been produced.

5.2 Existing Sites

The following existing sites have been identified in consultation with CEC. The original planning permissions of each site has been reviewed to understand the parking provision that was agreed at the time of consent.

- **Custom House Place:**
 - **West Site:** 07/04731/REM (and variation 07/04731/VARY)
 - **East Site:** 11/01277/FUL (and variation 11/01277/VARY)
- **Granton Park Avenue:** 07/04279/REM

- **Kingsburgh Crescent South:** 04/03324/FUL
- **Waterfront Avenue:**
 - **Phase 1:** 03/03665/REM
 - **Phase 2:** 16/00155/FUL
 - **Phase 3:** 17/02477/FUL
- **Forthquarter:**
 - **Plots 18 & 19:** 04/04601/REM
 - **Plot 20:** 05/01971/REM
 - **Plots 21 & 22:** 04/03448/FUL
 - **Plot 29:** 12/04568/FUL

Fact sheets have been prepared for each of these sites to summarise their parking requirements. These are included in Appendix A, and the site locations were shown previously in Figure 2.

The review demonstrated that the majority of sites have parking ratios that far exceed the 25% target for the area. The proportion of parking is summarised in Table 1 below.

Table 1: Existing Site Summary

Site Name	Units	All (Adopted & Unadopted)		Private (Unadopted only)	
		Site Parking	Ratio (Spaces / Dwelling)	Site Parking	Ratio (Spaces / Dwelling)
Custom House Place	52	20	0.38	9	0.17
Granton Park Avenue	61	67	1.10	67	1.10
Kingsburgh Crescent South	102	114	1.12	70	0.68
Waterfront Avenue – Phase 1	130	123	0.95	110	0.85
Waterfront Avenue – Phase 2	100	138	1.38	135	1.35
Waterfront Avenue – Phase 3	89	126	1.42	126	1.42
Waterfront Avenue – Total	319	387	1.21	371	1.16
Forthquarter – Plots 18 & 19	250	306	1.22	250	1.00
Forthquarter – Plot 20	150	120	0.80	84	0.56
Forthquarter – Plots 21 & 22	330	413	1.25	332	1.01
Forthquarter – Plot 29	32	12	0.38	0	0.00
Forthquarter – Total	762	851	1.12	666	0.87

The only sites that are closer to the 25% target are Custom House Place and Forthquarter Plot 29. This is due to a higher proportion of affordable units, for which

CEC's development parking standards were significantly lower at the time of Planning Consent.

All sites examined above were developed under CEC's previously adopted parking standards (CEC's Parking Standards for Development Management, December 2009) and were compliant with policy at the time. Since then, CEC have adopted the Edinburgh Design Guidance document (January 2020), which outlines more onerous maximum standards.

Based on this review, the existing sites in the study area exceed the 25% target within their existing private (unadopted) parking allocations. Even if all adopted on-street parking was removed, the existing sites would still fall above the 25% target for the study area.

As future sites come forward with low parking, the over-provision of on-street parking in these existing areas may leave them at risk of parking overspill from surrounding sites. This would cause parking stress in existing areas and undermine the low-car aspirations of future sites. A strategy is therefore needed to remove and/or control on-street parking in both existing and future development areas.

The adopted on-street parking layouts are all hard landscaped, with the significant majority provided in perpendicular arrangements with kerbed planers to break up the banks of spaces. CEC would incur significant expense to remove these bays.

Simply implementing lining and parking controls across the bays would cause confusion and be ineffective due to the embedded parking layout in the street scene. Due to this, attempts at enforcement via Penalty Charge Notices (PCNs) would likely lead to successful appeals and expense to CEC.

These issues alongside proposed short- and long-term strategies for reducing existing parking are discussed further in Section 5.4.

5.3 Committed Sites

In addition to the above, three sites have recently been, or are likely about to be granted planning consent. Their locations were shown previously in Figure 2. They have therefore been treated as committed development. These are:

- **Western Villages:** 21/00457/FUL
- **Granton D1:** 21/04049/FUL
- **Silverlea:** 21/05056/FUL

As with the existing sites, Fact Sheets have been prepared for each, included in Appendix B.

Table 2: Committed Site Summary

Site Name	Units	All (Adopted & Unadopted)		Private (Unadopted only)	
		Site Parking	Ratio (Spaces / Dwelling)	Site Parking	Ratio (Spaces / Dwelling)
Western Villages	450	111	0.25	0	0
Granton D1	75	6	0.08	0	0
Silverlea	142	37	0.26	0	0

Each of the committed sites have been developed to fall within the latest adopted maximum parking standards (Edinburgh Design Guidance document, January 2020), and in accordance with the 25% parking aspirations of the Granton Waterfront Development Framework.

No private or curtilage parking has been provided, and CEC have advised that the roads within each site will be adopted. Proposed parking layout drawings have therefore been produced for on-street restrictions within the sites.

5.4 Alignment with Future Sites

As discussed previously, the existing sites fall well above the 25% target even if all adopted on-street parking were to be removed. This is due to the extensive undercroft and curtilage parking provision at these sites.

Further, the hard landscaped parking layouts will lead to significant expense to CEC for removing them. For this reason, proposed parking layouts will be designed based on formalising the perpendicular bays to Shared Use (permit holder and Pay & Display) bays. Any opportunity to remove parallel kerbside parking will be used.

The focus on Shared Use restrictions will enable the most flexibility in providing for visitor, commercial and residential parking. There is no concern over accommodating parking demand from the existing sites due to the extensive private capacity.

Going forward, two options have been considered to achieve the low-car aims for Granton as future sites are developed; car-free and car-light.

Car-Free

This option would require the greatest level of intervention to align the existing and committed areas.

CPZ enforcement would be required for the entire Granton Waterfront area, and potentially extending into a surrounding “buffer zone” to prevent overspill (this will be discussed further in Section 7).

To create a car-free masterplan, all future developments at the site will need to be prohibited from obtaining CPZ permits. This can be secured via Planning Condition. This would bring the area in line with existing policy for CPZ zones, as CEC Approved Document ‘Amendments to Residents’ Permits Eligibility’ (approved at Transport and Environment Committee decision of January 2021), does not allow new build properties to be eligible for permits.

The only exceptions for future sites will be;

“Disabled drivers or live-in carers of a disabled person exempt from restrictions. Other carers of disabled people dealt with on a case by case basis”

The Approved Document also notes the following general exception;

“Where a developer is providing on-street parking or improving the layout of existing on-street spaces. Such developments will be dealt with on a case by case basis.”

This should not be applicable in the Granton Waterfront area. Under the car-free option, developers should be expected to provide only disabled persons’ parking for residents, and no new on-street general parking.

Another exemption noted in the Approved Document is;

“Properties being constructed on a narrow ‘gap’ site which makes provision of on-site parking either impractical or undesirable. In this case the allowance is 1 permit per household.”

This would also not be applicable at Granton Waterfront. The masterplanned nature of the site is likely to avoid narrow ‘gap’ sites. Further, the car-free nature of the area would prohibit future developers from providing any on-site parking other than disabled persons’ parking.

A CPZ would need to be in place prior to occupancy of the sites, to guarantee that the sites will be car-free and prevent indiscriminate parking. If car-free sites are granted consent prior to CPZ implementation, planning conditions should be in place to require dwellings to be marketed as ‘car-free’, and where applicable, as a condition of tenancy. The developer should also be obligated to ensure future residents are aware that, once a CPZ is in place, they will not be eligible to purchase on-street parking permits.

In line with CEC's 'Edinburgh Design Guidance', prior to a CPZ, developers would also need to detail mitigation measures to support car-free proposal, such as provision of car club vehicles, and travel packs detailing the accessibility of public transport and walking and cycling infrastructure.

Further to the above, and key to the success of a car-free masterplan, is the requirement for an array of daily facilities and services. The masterplan should adopt a "20-minute neighbourhood" ethos, providing a complete, compact, and connected neighbourhood, where people can meet their everyday needs within a short walk or cycle.

A purely residential-led development will not create a viable living arrangement for residents. This is reflected in the Granton Waterfront Development Framework which states;

"The Development Framework should provide over 3000 new homes combined with other mixed uses clustered around key urban anchors.

The mixture of uses should provide the necessary amenity and functional space required to support a large new community whilst bringing a range of employment opportunities onto the site. "

Car-Light

This option would adopt the maximum 25% parking ratio, as aspired to within the Development Framework.

Many of the considerations within the 'car-free' scenario are also applicable to a 'car-light' masterplan. CPZ enforcement is a necessity to ensure parking and car ownership can be controlled. This relates to on-street controls and enforcement via a permit system. Without permit systems in place, future car ownership and kerbside parking cannot be managed. It is an essential component of achieving the low-car aspirations for the area, and preventing indiscriminate parking.

The following should be considered to achieve a car-light masterplan:

- Private parking on-site would not be permitted, and parking should be provided via 25% on-street adopted spaces.
- Provision for Blue Badge holders should be maintained within the zone.
- Without placing caps on permit numbers within a CPZ in this area, the 25% parking provision is likely to be over-subscribed. CEC should consider implementing caps on overall permit numbers, and waiting lists thereafter. This would enable parking demand to be controlled in line with the 25% target.
- Planning conditions would be required to ensure developments are marketed as car-light, and residents are made aware of the 25% cap for CPZ permits.

- This option would enable the existing on-street parking areas to be integrated into the overall 25% masterplan target. Future development sites would need to have lower parking to compensate.
- Additional mitigations should be incorporated on-site, such as car clubs, increased cycle parking and pedestrian-friendly design.

The option summarised above, providing all parking via on-street CPZ enforced bays, best aligns with current permit eligibility criteria and allows the greatest scope for CEC to have control of parking stock and enforcement. It also allows for the greatest flexibility and efficiency in use of parking. Shared Use (resident permit and Pay & Display) restrictions are effective at serving the needs of multiple land uses, including resident, visitor and commercial demand.

CEC will have control over the number of parking bays within the zone, and will be able to repurpose spaces as required (eg. conversion to EV charging, Car Club etc.). Private parking does not offer this opportunity and is much more restrictive – often having access-controlled allocated resident parking which does not suit the needs of visitors or commercial uses.

Providing CPZ-controlled on-street parking also enables a cohesive area-wide 25% ratio to be provided, incorporating the existing on-street bays.

CPZ Permit Capping

As introduced above, a key consideration when progressing the ‘car-light’ on-street parking option is the requirement for a cap on CPZ permit allocation. This should be a key focus, as without it the area risks substantial parking pressures due to over-subscribed permit allocations

As noted above, this would need to be enforced via a limit on overall permit numbers within Granton Waterfront. Once permit uptake reaches capacity, a waiting list would then be implemented thereafter.

This permit capping system would apply to both existing and future residents of the area. There is not currently a system in place for permit capping within Edinburgh. As such, there would need to be an amendment to the existing criteria³ to allow for this new process.

Residential demand from new development would need to be influenced from the outset; as noted above, planning conditions can be sought which ensure development marketing focuses on the car-light nature, and prospective residents are made aware that CPZ permits are restricted in number and not guaranteed.

³ CEC Approved Document ‘Amendments to Residents’ Permits Eligibility’ (approved at Transport and Environment Committee decision of January 2021)

There are several options for managing a permit waiting list;

1. First Come First Served

Permits could be allocated to residents on a simple first come first served basis. This would be simplest in terms of resourcing and managing turnover as people move in / out of the area. However, this option would not give any structured priority. In areas where permits caps are not in place, some users are generally benefitted through lower pricing i.e. lower emission vehicles. However, with a cap and waiting list in operation, this benefit may be diluted by long waiting times.

Notwithstanding the above, this option may still 'passively' prioritise 'essential car users'. A well-advertised permit cap and knowledge of long waiting times may lead to residents giving more thought to their need for a car, and disincentivise car ownership for those who do not truly need one.

2. Priority Waiting Lists

To aid in prioritising those most in need of a car, and lower emission vehicles, a second option is to operate waiting lists in order of priority:

- Electric vehicles
- Low Emission vehicles
- General

As 'general' permits are given up, they would first be offered to the waiting lists for electric vehicles and low emission vehicles to reduce the waiting time in these categories. Blue Badge holders would continue to apply and receive permits in the same manner as they currently do. It is not expected that blue badge holders would join a waiting list or be considered against other user groups.

This option would be more resource-intensive than option 1, however the premise is still largely based on 'first come first served' which provides a clear structure for permit allocation and priority. The disbenefit of this option is that not all 'essential car users' will necessarily have a Blue Badge or an electric/low emission vehicle; for example, those who use their vehicle for business purposes. This option may lead to these users having extended wait times to receive a permit.

3. Needs-Based Assessment

This option would require residents to submit a justification for their permit requirements. It would enable all residents to be considered individually to ensure all types of 'essential car users' are prioritised, rather than just Blue Badge holders as in Option 2 above.

Whilst this option is preferable in theory, it would be an extremely resource-intensive exercise. The definition of car 'need' is also very subjective, and could lead to

contention and perceptions of unfairness amongst permit applicants. Furthermore, to avoid exploitation (eg. false claims of car 'need'), the Council would require a clear framework for proof of need which is likely to vary considerably depending on individual circumstances.

Considering the above, Option 3 is not considered to provide an appropriate management structure.

Options 1 and 2 outlined above provide the best balance of management resource, fairness, and prioritisation of electric / low emission car owners. It is recommended that these two options are proposed via a public engagement exercise to understand the preferred option. This can form part of the consultation to be undertaken as part of the CPZ implementation, as detailed within the Programme of Implementation (Chapter 8).

Removing and Reducing Existing On-Street Parking

Whilst both car free and car light options have been considered, achieving a car free scenario in the short to medium term is not possible due to the existing allocation of private parking spaces within existing sites.

A long-term strategy for achieving a car-free / car-light masterplan centres on the conversion of the existing hard landscaped bays. This is also identified as an opportunity in the Granton Waterfront Transport Strategy (September 2021). There are several proposed projects, as detailed in the Development Framework, that will include public realm improvements to key streets and routes within existing neighbourhoods.

The current perpendicular parking occupies a significant land area. This is particularly apparent in the Forthquarter, area where perpendicular bays line both sides of most streets. This land availability offers a rare opportunity for extensive public realm improvements. Spaces previously allocated to the storage of vehicles can be used for soft landscaping, seating, cycle parking and play areas making better use of space in the future.

Inspiration can be drawn from the George Street to New Town proposals which remove all but Blue Badge car parking:



Credit: <https://www.edinburgh.gov.uk/georgestreet/>

A phased approach could be taken; smaller-scale, and temporary interventions can be effective tools for achieving results quickly and cost-effectively, and for measuring success prior to committing to permanent infrastructure changes.

Some examples are shown below.

Before:

Parking bays in Hammersmith Grove, London



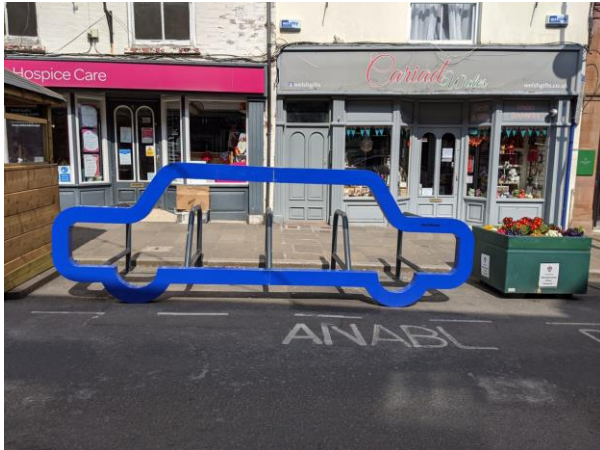
After:

Parklet by Project Centre



Parklets provide a small-scale and flexible option for converting parking to provide greening and seating to benefit the streetscene.

Cycle parking in Abergavenny, Wales



The cycle parking above provides space for 10 bicycles in a standard car parking space. The outline of a car demonstrates the space efficiency of bikes.

6. PROPOSED DESIGNS

Following the considerations detailed in previous chapters, parking designs are being prepared for all existing streets within the study area, as well as committed sites. The full design layouts will be made public and consulted on as part of the implementation programme, outlined within Chapter 8.

The designs will include a focus on Shared Use restrictions will enable the most flexibility in providing for visitor, commercial and residential parking.

As discussed previously, the proposed parking layouts will be designed based on formalising the existing hard landscaped parking layouts that are incorporated at many existing sites. Removing these spaces will form part of a longer-term strategy, given the significant expense required in removing and re-landscaping them.

Any opportunity to remove parallel kerbside parking will be used, as this will reduce the over-provision of parking without the requirement for hard landscaping works.

7. PARKING OVERSPILL

7.1 Overview

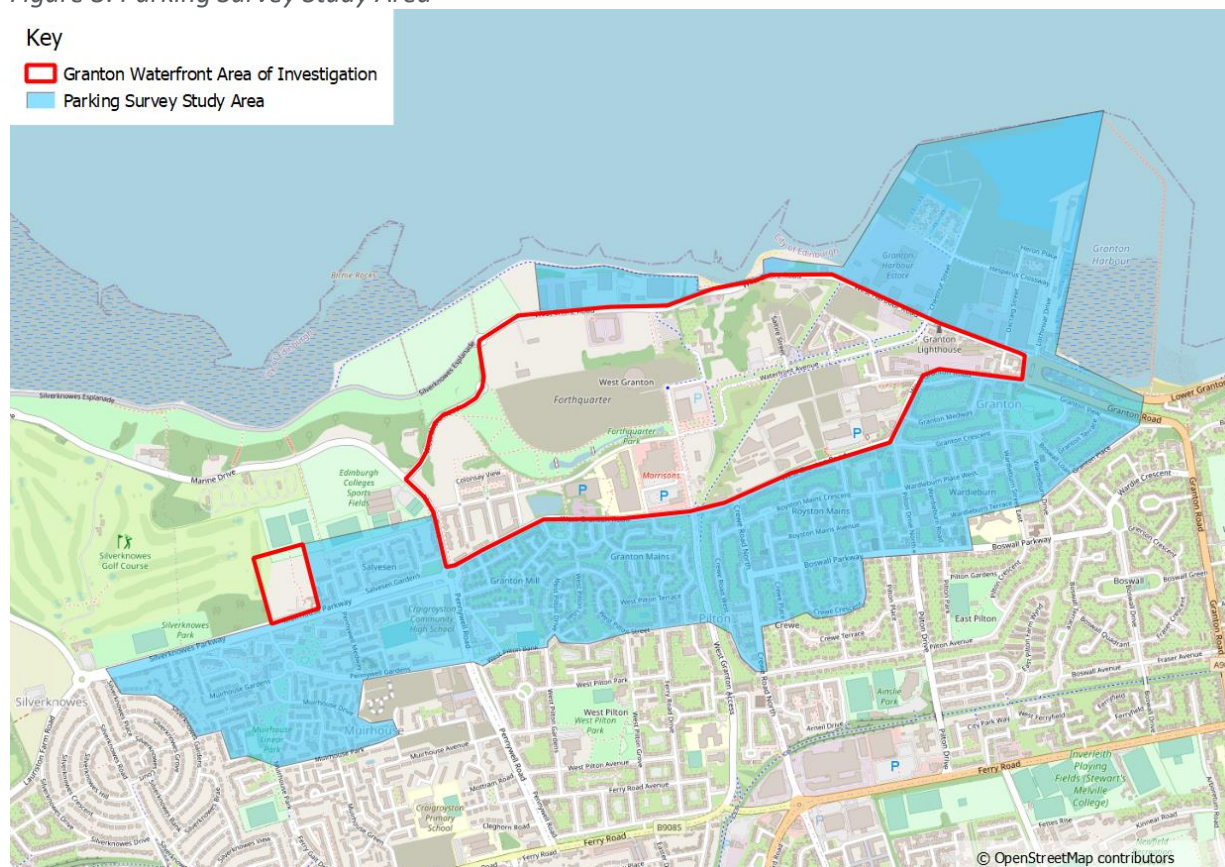
With the introduction of any parking controls there is always the potential for parking migrations. If a CPZ were introduced within the Granton Waterfront area, there is potential that demand from new sites will overflow on the surrounding road network.

This section assesses the potential for parking overflow as a result of the car-free or car-light (25%) aspirations for Granton Waterfront.

7.2 Survey Scope

In order to understand the impact of any overflow from the study area, on-street parking surveys were undertaken to understand current parking trends. These surveys covered public roads within 400m of the development boundary, as shown in Figure 3 below.

Figure 3: Parking Survey Study Area



Surveys were undertaken on Tuesday 23rd, Wednesday 24th, and Thursday 25th of November 2021. On each day, three surveys were undertaken (morning, afternoon and evening) of the capacity and the occupancy of each street.

The surveys have been used to determine the current parking pressure on each street, considering the amount of kerbside space occupied by parked vehicles in relation to the total amount of kerbside space available for parking.

7.3 Survey Results

The surveys found that there was an average occupancy of 49% across the survey area. This equates to 1,569 available spaces within 400m surrounding the site.

Table 3 summarises the results for the whole survey area. The full results with a street-by-street breakdown are included in Appendix C, including heatmaps of occupancy.

Table 3: Survey Result Summary

Survey Time		Capacity	Occupied Spaces	Available Spaces	% Occupied
Tue 24 th Nov	Morning	3094	1,470	1,624	48%
	Afternoon		1,558	1,536	50%
	Evening		1,567	1,527	51%
Wed 25 th Nov	Morning		1,601	1,493	52%
	Afternoon		1,440	1,654	47%
	Evening		1,545	1,549	50%
Thu 26 th Nov	Morning		1,596	1,498	52%
	Afternoon		1,407	1,687	45%
	Evening		1,540	1,554	50%
Average			1,525	1,569	49%

7.4 Potential Overspill from Granton

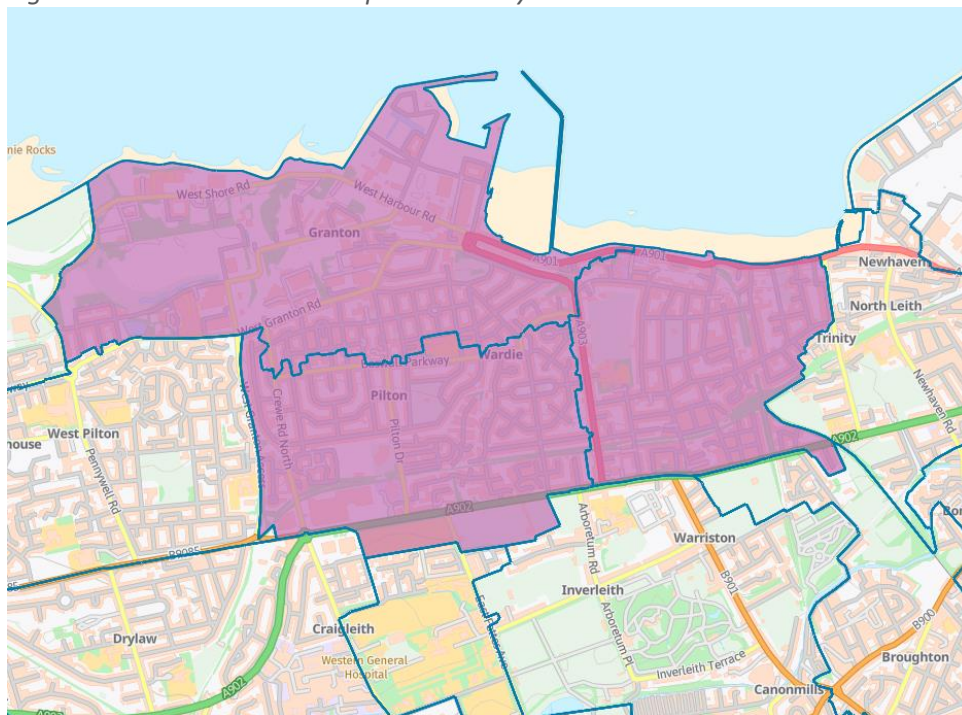
The potential parking demand and therefore overspill from the Granton Waterfront Masterplan has been calculated based on Census 2011 data for average cars per household.

This assessment is an absolute worst-case, as it is based on the public transport and active travel infrastructure in place at the time of the Census. The ambitions for new infrastructure to be brought forward through the Development Framework and Granton Active Travel Strategy are likely to reduce parking demand and car ownership.

Furthermore, the potential overspill has been assessed from the study area as a whole. It is likely that overspill originating from the northern areas would be much less than from sites along the southern periphery, as the walking distance to access surrounding streets is much less.

To estimate local car ownership, Census data has been extracted for the EH5 postcode areas shown in Figure 4.

Figure 4: Census Car Ownership – EH5 Study Area



Source: <https://www.scotlandscensus.gov.uk/>

The total households and car ownership is summarised in Table 4.

Table 4: EH5 – Average Cars/Vans per Household⁴

	Households	Number of Cars	Ratio (cars or vans per household)
No cars or vans	9,310	0	
1 car or van	3,661	4,202	
2 cars or vans	4,202	2,894	
Total	1,447	7,096	0.76

⁴ Census 2011: Table DC1401SC - Household composition by car or van availability

The local car ownership ratio has been applied to the existing and committed sites within Granton, and also a projection of future sites within the Development Framework Area. This is summarised in Table 5.

Table 5: Granton Waterfront Parking Demand and Overspill Projections.

Site		Units	Average Demand (Based on Census)	Site Parking	Overspill
Existing Sites	Custom House Place	52	40	20	20
	Granton Park Avenue	61	46	67	-
	Kingsburgh Crescent South	102	78	114	-
	Waterfront Avenue – Phase 1	130	99	123	-
	Waterfront Avenue – Phase 2	100	76	138	-
	Waterfront Avenue – Phase 3	89	68	126	-
	Forthquarter – Plots 18 & 19	250	191	306	-
	Forthquarter – Plot 20	150	114	120	-
	Forthquarter – Plots 21 & 22	330	252	413	-
	Forthquarter – Plot 29	32	24	12	12
Committed Sites	Western Villages	450	343	111	232
	Granton D1	75	57	6	51
	Silverlea	142	108	37	71
<i>Future Sites Projection*</i>		2,333	1,778	583**	1,195

* Based on the estimated 3,000 new units identified in the Development Framework, less the committed sites which were brought forward following Development Framework adoption.

** Based on 25% parking. A car-free scenario could result in overspill of c. 1,778 vehicles.

The potential overspill from the Granton Waterfront area is therefore up to 1,195 vehicles assuming 25% of demand is accommodated within the area. Under the car-free scenario discussed in Section 5.4, this could increase to 1,778 vehicles.

Based on the survey results, the minimum available capacity on surrounding streets was 1,493 spaces recorded during the Wednesday morning survey (see Table 3).

The surrounding streets could therefore theoretically absorb overspill from the area upon full build-out, under the 25% parking scenario. The car-free scenario has higher potential for demand to outstrip supply. However, it is important to note this is a worst-case and high-level overview of the full build-out scenario. The potential for sites within Granton Waterfront to generate overspill will vary depending on site location; those located further south, closest to West Granton Road have the highest potential to generate overspill into surrounding areas. Conversely, those located to the north of the area will have far fewer parking options within an acceptable walking

distance and are therefore much less likely to generate overspill. The assessment above assumes all sites will generate equal potential for overspill across the site, and the reality is likely to be more nuanced.

Due to these uncertainties, it is difficult to predict an exact impact, however based on the worst-case assessment above, the surrounding streets are likely to be able to accommodate demand overspill. Notwithstanding, allowing unenforced overspill onto surrounding streets would be contrary to the aims for a low-car neighbourhood.

The Granton Waterfront Active Travel Strategy and City Mobility plan outline car mode share targets of 17%. Key to achieving this is ensuring incentives towards car ownership are removed. The surveys show there is no immediate requirement to implement a CPZ in surrounding areas. However, as more sites are developed in Granton it may become necessary to achieve the targets for low car ownership amongst future residents.

It is therefore recommended that a CPZ surrounding the Granton Waterfront area is monitored continually. Any CPZ would need to be implemented as a separate zone to Granton Waterfront. This is due to the issues regarding the need for a cap on permits within Granton (see section 5.4).

Future sites should be obligated to:

- Assess the individual site's potential for overspill onto surrounding areas, as part of the planning application
- Conduct surveys of affected areas and quantify potential impacts
- Propose mitigation measures to minimise car ownership, including Car Club provision, Travel Plans and Packs, additional cycle facilities, a low-car marketing strategy etc.
- Conduct pre- and post-occupancy monitoring surveys of affected streets
- Make a financial contribution where possible towards the review and consulting on new CPZ restrictions

8. NEXT STEPS AND IMPLEMENTATION

The expected phases of development are shown below in Figure 5.. Phase 0 will cover the implementation of the initial CPZ boundary covering existing areas. Phases 1-4 will expand the CPZ as the future phases come forward. Figure 6 shown overleaf illustrates the next steps in implementing the strategy and progressi

Figure 5: Development and CPZ Phasing

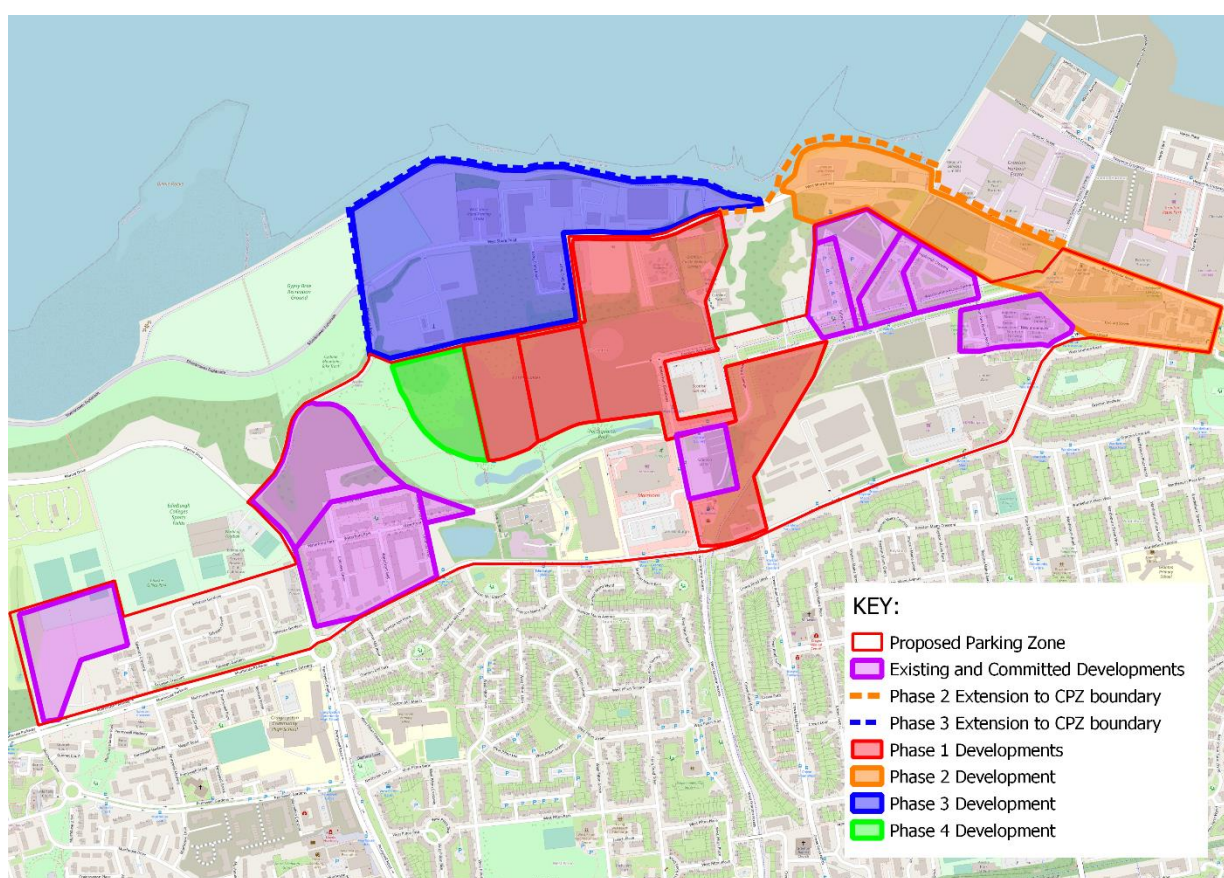


Figure 6: Next Steps

	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23
Public Consultation	■						
Amendments following Consultation			■				
Report to Transport & Environment Committee for approval to progress with traffic orders						■	

9. SUMMARY AND RECOMMENDATION

Summary

Project Centre Limited (PCL) have undertaken a study and prepared an approach to implementing parking across the Granton Waterfront area.

The study examines existing Council policies and strategies to inform the approach, and Case Studies of other low-car developments to provide an understanding of best practice and lessons learned.

Existing and committed development sites within Granton Waterfront have been assessed in the context of their original planning permissions, and parking designs have been prepared for on-street controls in these areas. The review of these sites found that many of the existing sites have private and on-street parking far in excess of the target 25% provision. Even with removing all adopted on-street provision, these sites would have higher private parking ratios than the rest of the masterplan area.

Strategies for lowering the existing on-street adopted provision have been outlined, with long- and short-term options discussed. Parking designs focus on implementing on-street controls, and the recommended strategy for future sites is to implement a maximum 25% on-street (adopted) parking level. Private parking is not recommended due to the inflexible nature of this approach.

With the ambitious plans for a low-car community, there comes the potential for parking overspill into surrounding streets. The report has therefore assessed this potential and considered mitigations as necessary. It recommends that a continual monitoring process is undertaken, with developers required to assess the potential impacts of overspill at application stage.

In conjunction with this report, PCL are preparing an engagement strategy to consult on the designs for the existing and consented sites, and the general principles of the wider parking strategy for the future development sites.

Recommendation

Based on the findings of this study, the overall recommendations are to:

- Progress with implementing a Controlled Parking Zone covering existing and committed areas within the study area;
- Progress with future expansions to the Controlled Parking Zone in advance of occupation within future developments
- For future sites, adopt a 'car-light' approach to achieve a 25% parking ratio across the entire masterplan area. All future sites must provide all parking on-street within adoptable roads;
- Implement a cap on CPZ permit allocation to match on-street capacity. Once permit uptake reaches capacity, a waiting list would then be implemented thereafter. The structure of the waiting list will be informed by

public consultation, but will either be simple first come first served, or via waiting lists with an order of priority (Low Emission vehicles, and general).

- Implement a long-term strategy for converting hard landscaped bays in existing sites, reducing on-street capacity to combat the existing over-provision.
- Continually monitor on-street parking and any need for further CPZ intervention on streets surrounding the Granton Waterfront.
- Require future sites to:
 - Assess the individual site's potential for overspill onto surrounding areas, as part of the planning application
 - Conduct surveys of affected areas and quantify potential impacts
 - Propose mitigation measures to minimise car ownership, including Car Club provision, Travel Plans and Packs, additional cycle facilities, a low-car marketing strategy etc.

Appendix A: Existing Site Fact Sheets

Appendix B: Committed Site Fact Sheets

Appendix C: Parking Survey Results & Heatmaps

Quality

It is the policy of Project Centre to supply services that meet or exceed our clients' expectations of quality and service. To this end, the company's quality management system (QMS) has been structured to encompass all aspects of the company's activities including such areas as sales, design and client service.

By adopting our QMS on all aspects of the company, Project Centre aims to achieve the following objectives:

- Ensure a clear understanding of customer requirements.
- Ensure projects are completed to programme and within budget.
- Improve productivity by having consistent procedures.
- Increase flexibility of staff and systems through the adoption of a common approach to staff appraisal and training.
- Continually improve the standard of service we provide internally and externally.
- Achieve continuous and appropriate improvement in all aspects of the company.

Our quality management manual is supported by detailed operational documentation. These relate to codes of practice, technical specifications, work instructions, Key performance indicators, and other relevant documentation to form a working set of documents governing the required work practices throughout the company.

All employees are trained to understand and discharge their individual responsibilities to ensure the effective operation of the quality management system.



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GRANTON WATERFRONT PARKING IMPLEMENTATION STRATEGY

Consultation report

The City of Edinburgh Council

Document Reference: 7914

Date: July 2023

1. Document Control

Project Centre has prepared this report in accordance with the instructions from The City of Edinburgh Council. Project Centre shall not be liable for the use of any information contained herein for any purpose other than the sole and specific use for which it was prepared.

Job Number	Issue	Description	Originator	Checked	Authorised
7914	01	First draft	Annie Milburn 18.07.23	Jess Lloyd 21.07.23	
	02	Second draft	Annie Milburn 24.07.23	Jess Lloyd 28.07.23	

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2. Background

The Granton Waterfront Development Framework sets out plans for the former industrial land located in the northwest of Edinburgh, stretching from Cramond to Granton Harbour. The area will provide approximately 3,500 new homes between 2022 – 2036.

A key ambition for the development of the area is to create a well-connected and sustainable community through prioritising active travel, public transport improvements and enhancing active travel connections to and from Granton Waterfront. To support this objective, the site will include a maximum parking provision of 25%. All car parking will be provided on-street within adopted and communal highways.

Parking implementation strategy

Project Centre Limited (PCL) were commissioned by the City of Edinburgh Council (CEC) to undertake a study and develop an approach to implementing parking across the Granton Waterfront area.

The study reviewed existing council policies and case studies of other low car developments to inform the strategy and ensure a strong understanding of best practice approaches. It also assessed existing and committed development sites within Granton Waterfront and the potential for parking overspill into surrounding streets under implementation of parking controls.

Key recommendations from the strategy included:

- Implement a Controlled Parking Zone (CPZ) covering existing and committed areas within the study area.
- Expand CPZ in advance of future developments.

- Implement a cap on CPZ permit allocation to match on-street capacity, including a waiting list once permit uptake reaches capacity.
- Adopt a 'car light' approach for future sites to achieve a 25% parking ration across the masterplan area.

Public engagement

Following the delivery of the parking implementation strategy, PCL was commissioned to develop and deliver an engagement programme in the Granton Waterfront community. The engagement aimed to gather information on key parts of the proposed parking strategy, including:

- How people travel in the Granton Waterfront area.
- Community sentiment about the parking strategy, active travel measures and proposed car light zone.
- The preferred option for a permit cap waiting list.
- Any current parking issues faced.
- The community's priorities for active travel and public transport options.

3. Engagement programme

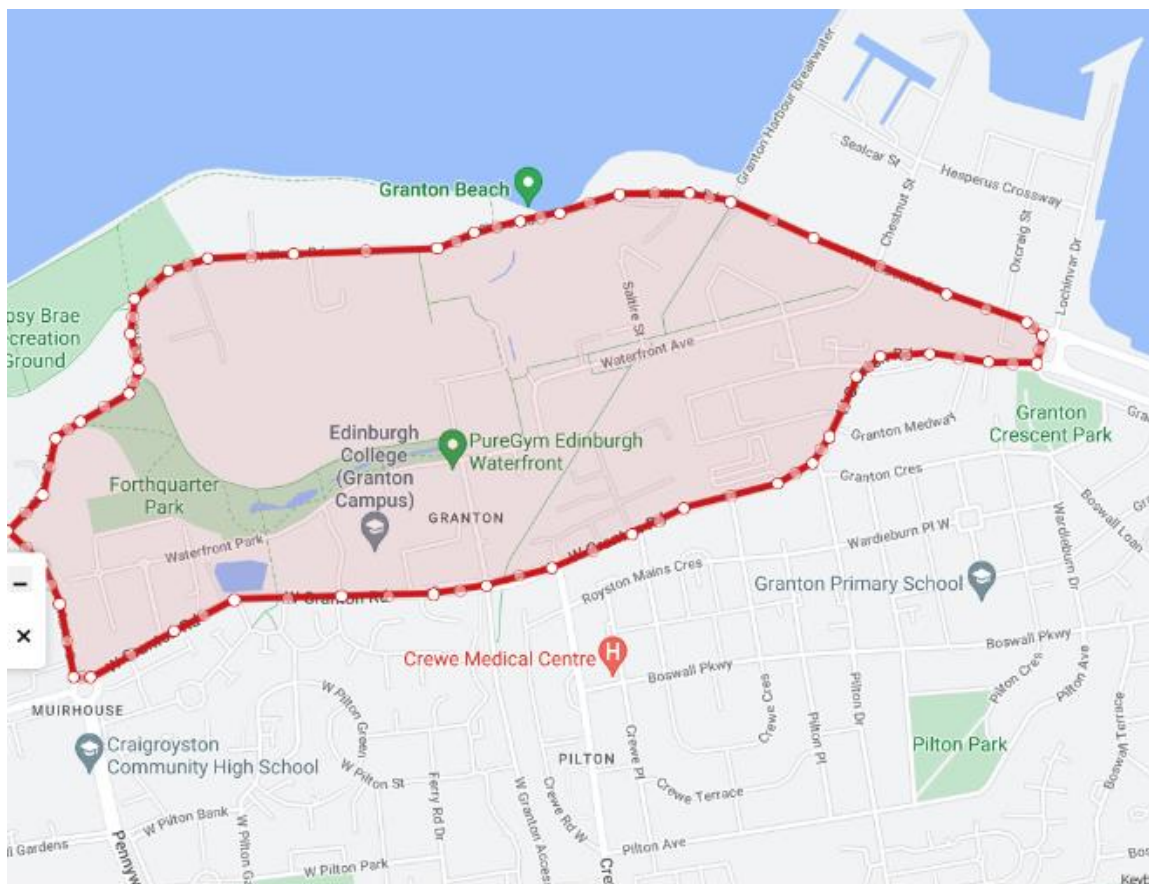
The engagement programme was designed to gather public feedback on the Granton Parking Implementation Strategy¹. The following information sets out the programme and methodology that formed the engagement processes.

Leaflet

A leaflet was distributed to 1500 properties in the Granton Waterfront area.

- The leaflet mirrored information detailed on the engagement webpage, including the rationale for the project and information on how to respond to the survey and attend the engagement events.
- A QR code was included that linked to the webpage and online survey.

Figure 1: leaflet distribution area



¹ <https://www.pclconsult.co.uk/wp-content/uploads/2023/05/Granton-Parking-Implementation-Strategy.pdf>

Posters

20 A4 posters were put up around the Granton Waterfront area to advertise the consultation. These were laminated to withstand rain and placed around community areas on lamp posts and notice boards.



Figure 2: consultation posters placed around Granton

Online webpage

A dedicated webpage for the project was hosted on the PCL engagement platform, CitizenLab and included:

- Background rationale of the project, including links to relevant plans such as the City Mobility Plan and the Granton Waterfront Development Framework.
- An interactive map of the area for respondents to post comments on specific locations.
- A link through to the online survey.
- An FAQ document, addressing frequently asked questions about the project and engagement process.

- Details of the engagement timeline and next steps.
- Information regarding in-person events being held.
- Email contact details for queries.

Survey

A survey was created to gather insight on the proposed parking strategy and future initiatives for the area. This could be found via the main online engagement page which was navigable by the QR code from the leaflets that were distributed to the area in figure 1. Hard copy surveys were also handed out at the in-person engagement events in June 2023, with pre-paid postage envelopes so participants could return them to PCL. The survey contained 12 questions in total.

A total of 48 survey responses were received. The questions and an analysis of the results can be viewed in section 4 of this report.

- 39 surveys were completed online.
- Nine hard copy surveys were received, and response data entered manually.

In-person engagement events

Two in-person engagement events were held at the Granton Station building on the following dates:

- Tuesday 13 June 2023 from 16:00 – 19:00.
- Saturday 17 June 2023 from 11:00 – 14:00.

The events took the form of drop-in sessions where members of the public could visit at any time within the given window to find out more about the project and give their views. These were delivered in collaboration with CEC as part of a wider event about Phase 1 of the Granton Waterfront development.

Staff from both PCL and CEC attended the events to answer questions from the public, collect feedback and direct them towards filling out the survey if they had not done so already. Materials such as a map of the proposed CPZ and artist renderings of the area development were on hand for the public to engage with.

Findings from the events

The team engaged with 20 – 25 people at each session. The sentiment observed at the events was positive overall, with participants curious about development in the area and keen to learn more about the specifics of the plans overall. Key themes of feedback were as follows:

Current parking issues

Many participants experienced current parking issues including poor parking on double yellow lines, pavements, and cycle lanes. There was also a perception that existing private development car parks are underutilised.

Public transport and sustainable travel

Attendees desired more robust public transport links in the area. They were interested in a future tram extension to Granton, and several mentioned their disappointment about the re-routing of the 47 bus service. This was also documented in question 6 of the consultation survey (see section 4 of this report).

Participants also wanted to know more about provision of charging points for electric vehicles. One disabled attendee asked how blue badge parking for electric vehicles could work.

Inclusive parking provision

Participants were interested in how the scheme could improve access to disabled parking spaces for blue badge holders. Blue badge holders who

attended the events described instances of being unable to reliably access blue badge spaces near their homes.

Some attendees expressed concern around how the scheme may impact older residents who might be unable to use alternative travel options, or those receiving care.

Representatives from Granton Castle Walled Garden attended and raised concerns about loading access to their site. They also expressed that many of their volunteers are elderly and therefore drive to the site.

Kingsburgh Crescent

Particular parking issues were noted in Kingsburgh Crescent, including instances of pavement parking. Attendees noted that one side of the road consists of adopted and the other unadopted spaces which increases parking pressures in the area.

Councillors and Community Councils

The City of Edinburgh Council's Granton Waterfront Team provided briefings on the findings and recommendations of the Parking Implementation Strategy alongside details of the public consultation to both Ward Councillors and Community Councils. These meetings took place on the following dates:

- 25th of April 2023 - Edinburgh Waterfront All Party Oversight Group (APOG) including Council Leader and Transport and Environment Convenor.
- Granton District and Trinity Community Councils were notified by letter of the consultation with a follow up briefing on Microsoft Teams on the 1st of June 2023.

With regards to communication activities information on the consultation was shared with the local press (Edinburgh Evening News, Edinburgh Live, The Edinburgh Reporter, Forth Radio) and on social media, including targeted local posts on NextDoor.

4. Engagement results

The following section details analysis of all survey responses and notes key feedback from the two in-person engagement events held by PCL and CEC. A total of 48 surveys were received both online and in hard copy. Five comments were also left on the interactive map.

The survey included 12 questions in total which consisted of:

- Respondent details, including postcode, whether they were a resident of the area and which roads their response related to.
- Eight closed questions with single or multiple-choice options to select.
- One open text question for respondents to add any additional comments or feedback.

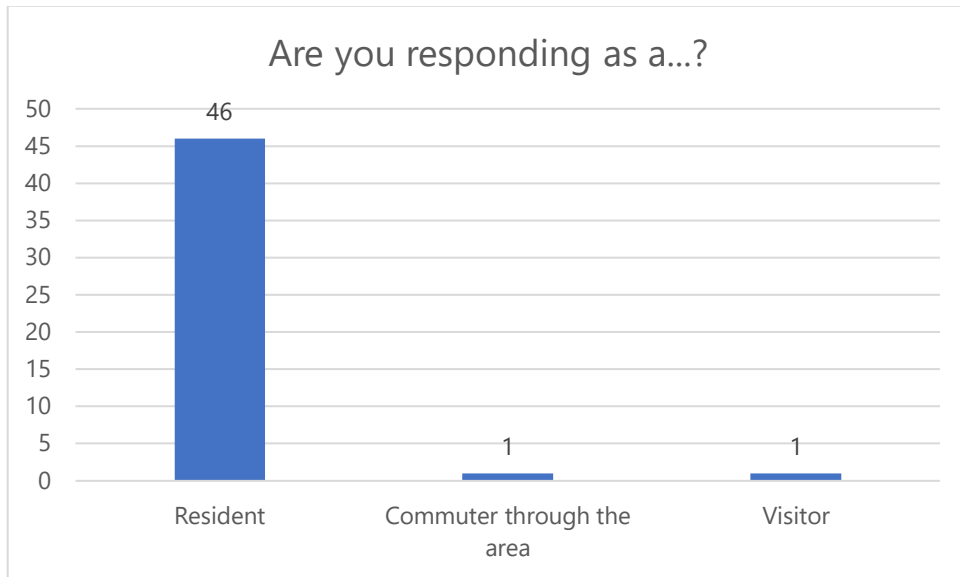
Respondent postcodes

Of the 48 responses received, 44 respondents provided full postcodes. Of these, 26 postcodes were inside the proposed controlled parking zone. Several others were in neighbouring areas on the outskirts of this zone.

Respondent type

Participants were asked to state if they were responding as one of the following options:

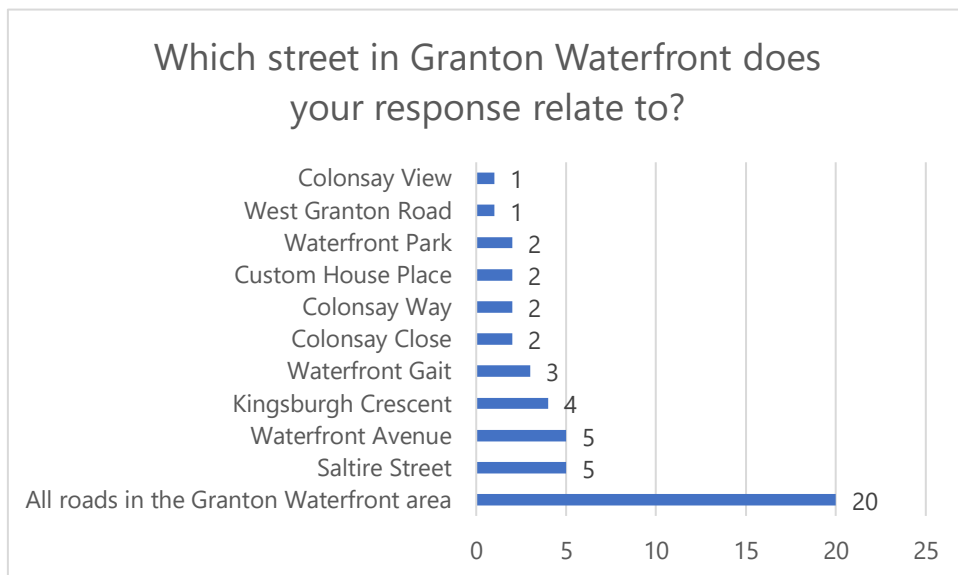
- Resident
- Visitor
- Business Owner
- Employee
- Commuter through the area
- Developer/landowner in the area
- A group or organisation in the area



Most respondents identified as a resident (96%). One participant responded as a visitor and one as a commuter through the area.

Streets relevant to responses

Respondents were asked whether their response related to a specific street in the Granton Waterfront area or if it concerned all roads in the area.



- The majority of respondents (57%) selected a specific street in the Granton Waterfront area. Of these, the most commonly chosen were:

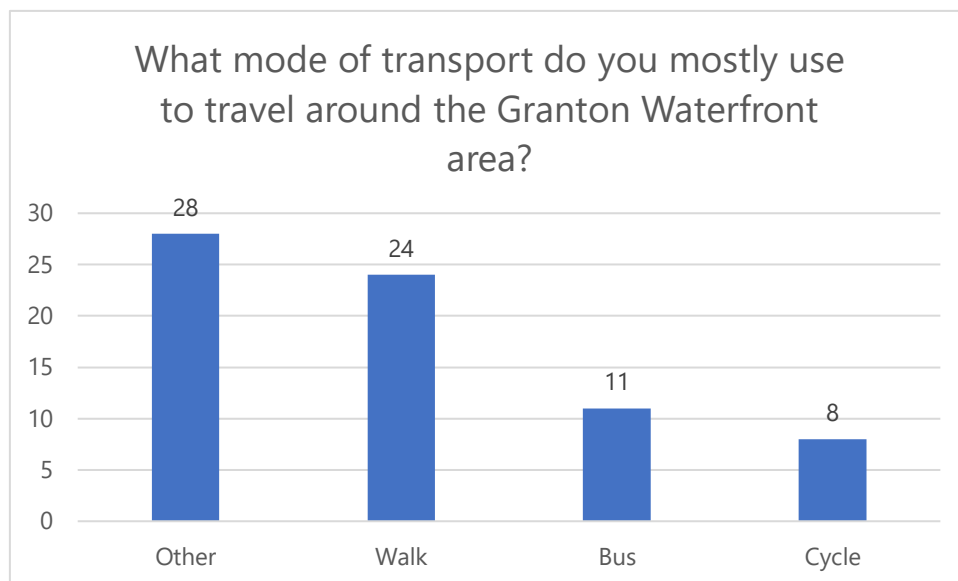
- Saltire Street (5)
- Waterfront Avenue (5)
- Kingsburgh Crescent (4)
- Waterfront Gait (3)
- Other responses (43%) related to all roads in the Granton Waterfront area.

Survey breakdown

The following section details responses received for each question in the survey. Not all respondents answered all questions and some questions allowed for multiple choice. Each question analysis will state the number of respondents and number of responses for multiple choice questions.

Question 1: What mode of transport do you mostly use to travel around the Granton Waterfront area?

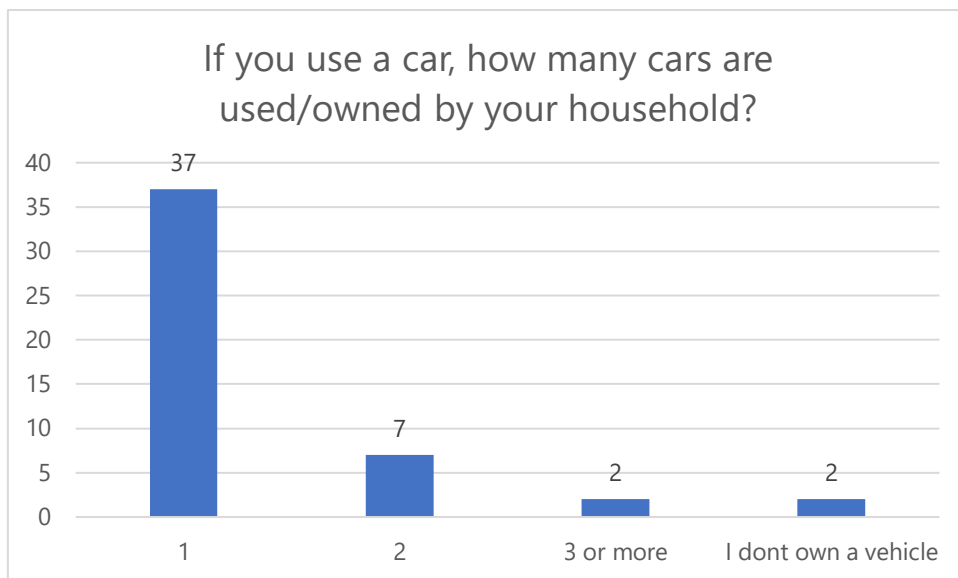
Due to the setup of this question, participants responding online selected multiple options for this question. There were 48 responses to this question.



- The most popular travel option selected was 'other' (58%), followed by walking (50%).
- This was followed by bus (23%) and cycle (17%).

Question 2: If you use a car, how many cars are used/owned by your household?

There were 48 responses to this question.



- Most respondents (77%) said that their household uses or owns one car.

Question 3: What issues do you currently face while parking in Edinburgh?

48 people responded to this question.



- 40% of respondents indicated those that did not currently experience any issues with parking in the area.
- The most popular problem selected (23%) was issues with visitor parking.
- Following this, the other two most frequently selected difficulties were:
 - Issues parking near homes or businesses (19%)
 - Accessibility issues (17%)
 - People parking inconsiderately (17%)

10 respondents chose the 'other' option for this question. These responses included a range of issues, including:

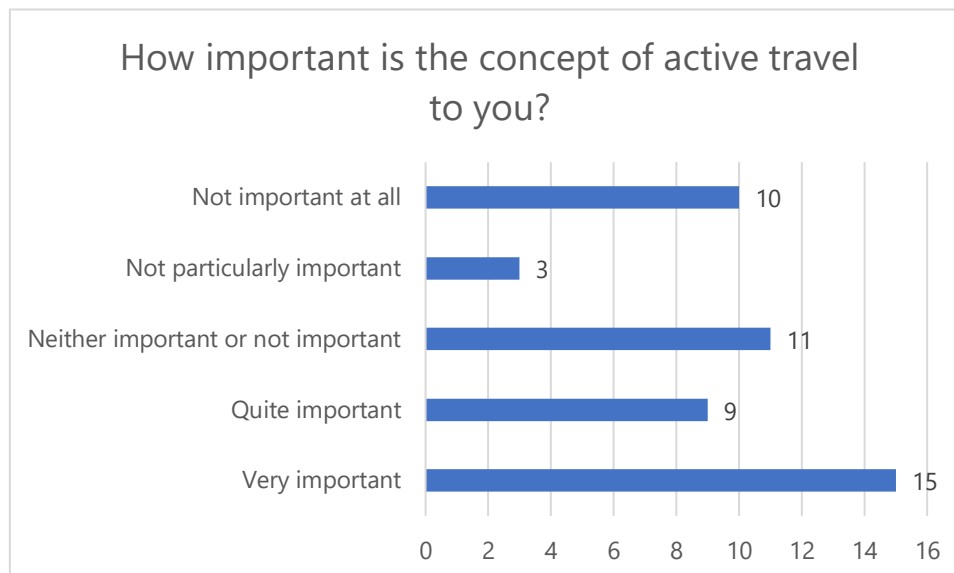
- Cost of parking too high

- Vehicles misusing disabled parking spaces
- Non adopted roads resulting in lack of legal parking enforcement for Granton Harbour
- Private parking (e.g. underground parking) underutilised by those who have access to it
- Abundant parking restrictions

One respondent also used the 'other' section of this question to request more cycle parking around Granton Waterfront, particularly in busy areas.

Question 4: How important is the concept of active travel to you?

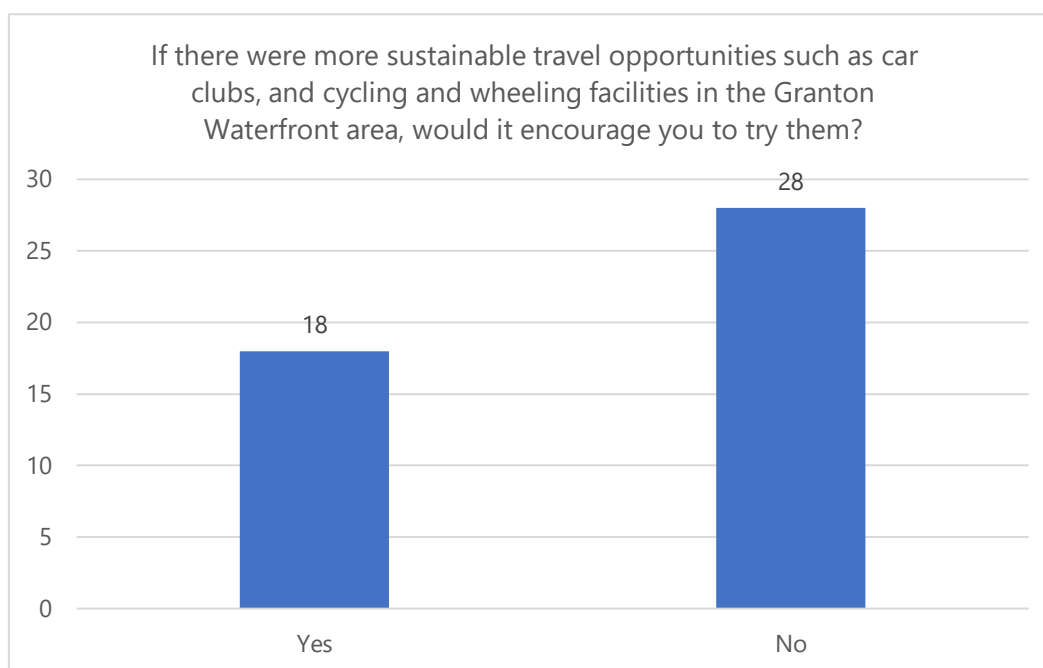
There were 48 responses to this question.



- Half of respondents (50%) said that the concept of active travel was either very important (31%) or quite important (19%) to them.
- Almost a quarter of participants (23%) felt that active travel was neither important or not important.
- Just over a quarter of participants (27%) said that the concept of active travel is either not important at all (21%) or not particularly important (6%).

Question 5: If there were more sustainable travel opportunities such as car clubs, and cycling and wheeling facilities in the Granton Waterfront area, would it encourage you to try them?

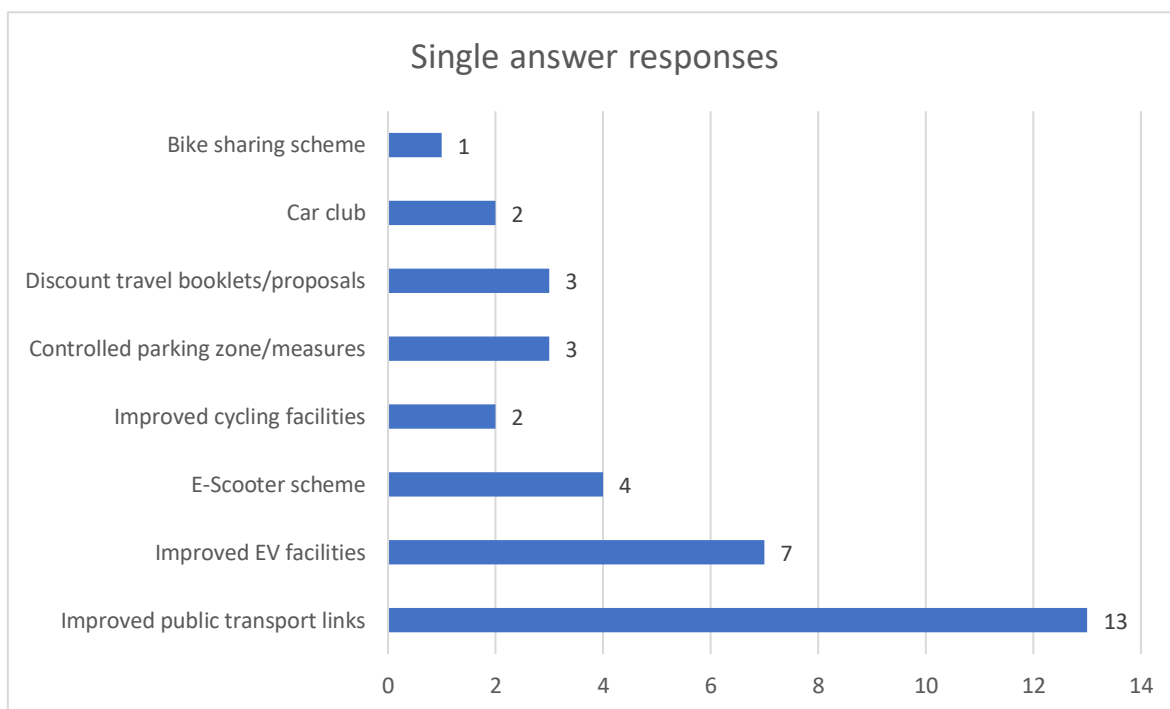
There were 46 responses to this question.



- A majority of respondents (61%) felt that they would not be encouraged to try more readily available sustainable travel opportunities if introduced.
- 39% of participants felt that if these options were available to them, they would be encouraged to try them.

Question 6: We are planning to implement a series of sustainable travel measures at Granton Waterfront. Would you be interested in any of the following measures?

42 people responded to this question overall.

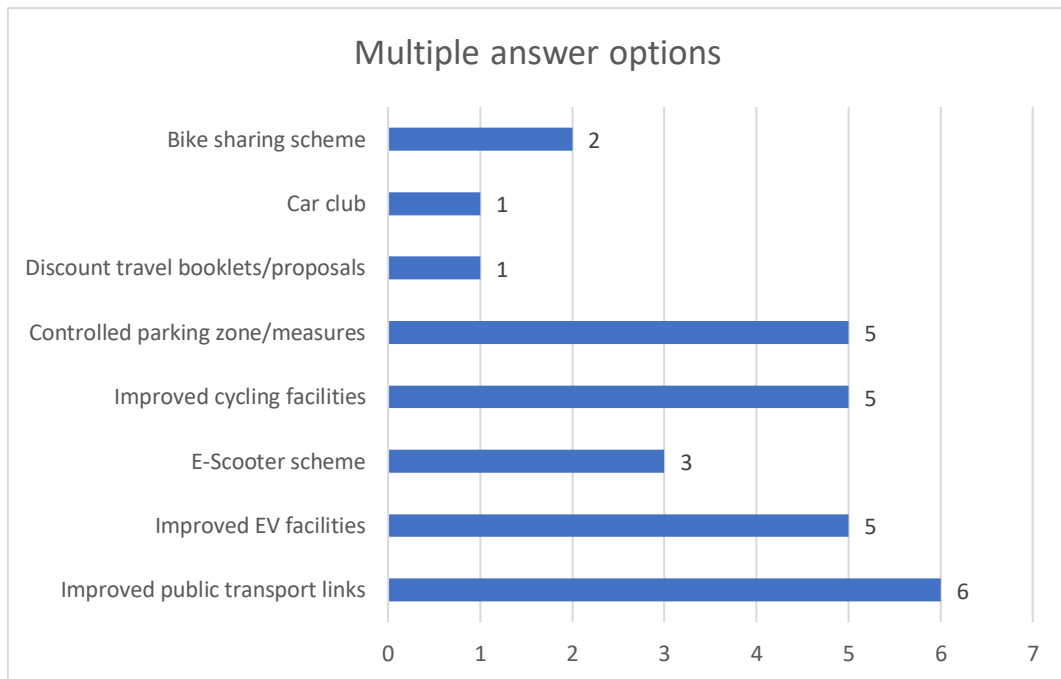


Those that responded to this question online were only able to select one option. This data and data from hard copy responses that only ticked one option are shown in the graph above, totalling 35 responses. Seven hardcopy responses had selected multiple options to the question, the results of which can be seen in the second graph below.

The most popular sustainable measure chosen was improved public transport links (37%). An appetite for improved public transport options was also clear in the free text responses for question 10, where participants felt that current options were not sufficient to encourage a modal shift away from car use.

Participants were also most interested (20%) in improved EV facilities, something that was heard in conversations at the in-person engagement events.

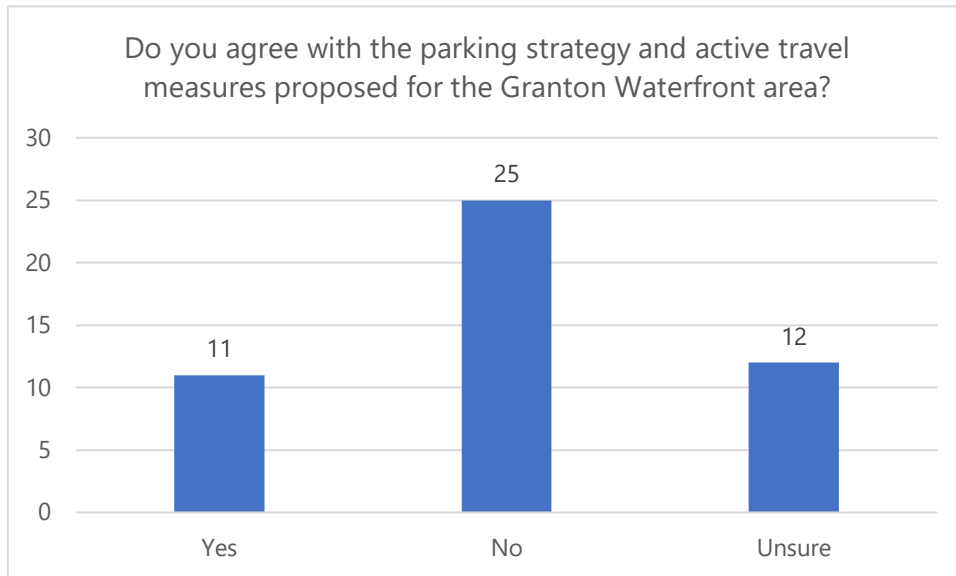
The data below shows the options chosen for the seven hard copy responses where respondents chose multiple options.



Similarly, of those that selected multiple options to this question, the most popular sustainable transport measure was improved public transport links (86%).

Question 7: Do you agree with the parking strategy and active travel measures proposed for the Granton Waterfront as outlined here?

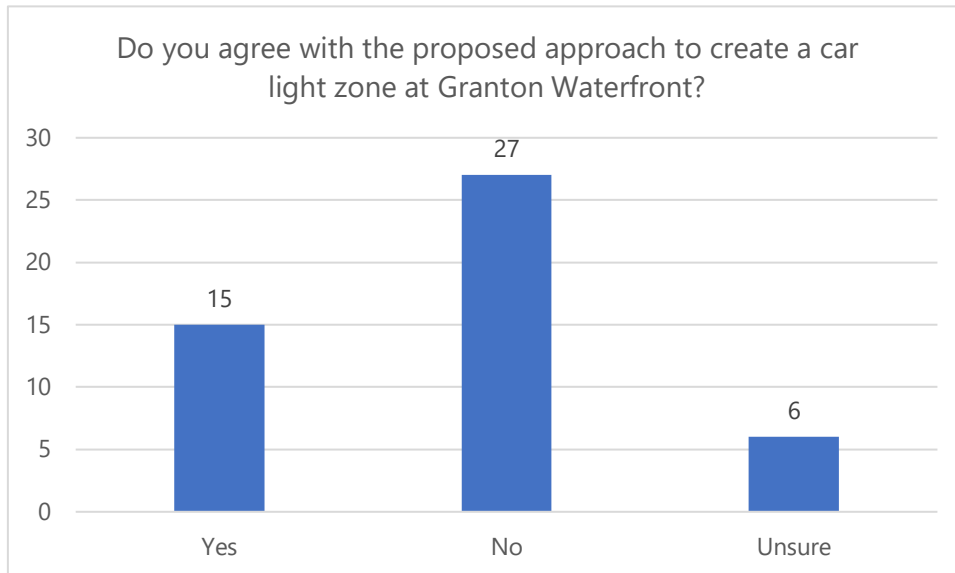
There were 48 responses to this question.



- More than half (52%) of participants did not agree with the proposed parking strategy and active travel measures for the Granton Waterfront area.
- Around the same number of respondents agreed with the strategy (23%) as were unsure of their views on it (25%).

Question 8: Do you agree with the proposed approach to create a car light zone at Granton Waterfront?

There were 48 responses to this question.



- A majority of respondents (56%) did not agree with the proposed car light zone at Granton Waterfront.
- 31% of participants did agree with the design, whilst 13% were unsure.

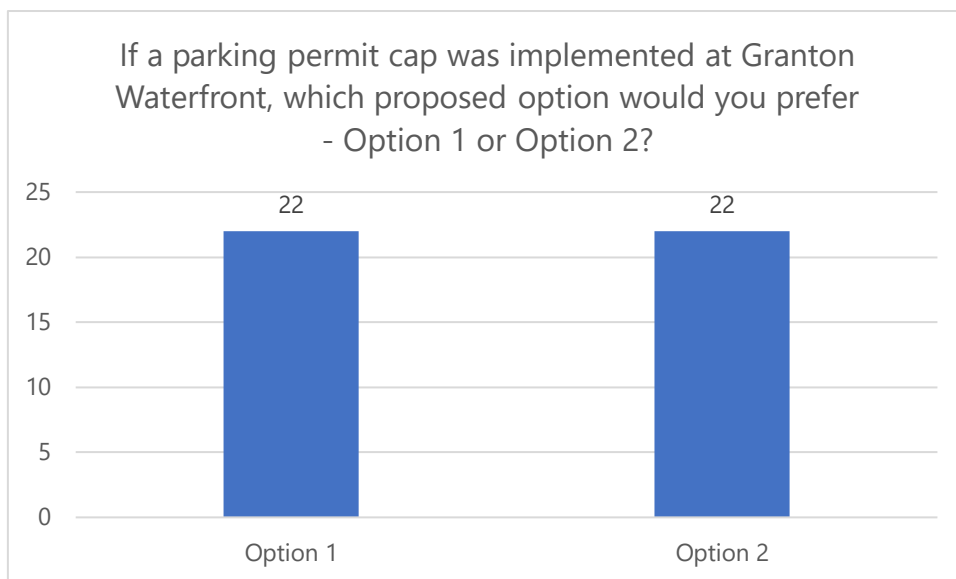
Question 9: If a parking permit cap was implemented at Granton Waterfront, which proposed option would you prefer – Option 1 or Option 2?

There were 44 responses to this question.

Respondents were asked to choose one of the following options for addressing a permit cap:

- Option 1: First Come First Served. This option would mean that parking permits would be issued to residents on a first come first served basis.

- Option 2: Permit Priority Waiting Lists. To prioritise those most in need of a car and those with lower emission vehicles, the second option is to operate two waiting lists in the following order of priority:
 - Blue badge holders
 - Low emission vehicle owners
 - General



The results of this question were split exactly 50/50, with no clear consensus on the approach that participants would prefer in terms of a permit cap.

It should be noted that due to an oversight in the proofing process, prior to the survey being made live, an error in the wording of option 2 was not corrected. Blue badge holders will not be placed on any waiting lists for permits. If option 2 were to be progressed, there will still be priority lists but those applying for a blue badge permit would not be placed on a waiting list.

Question 10: Do you have any further comments relating to the proposed parking strategy and active travel measures for the Granton Waterfront area?

32 respondents answered this question. Full responses can be viewed in Appendix C of this report.

Nine respondents noted opposition in this question and did not perceive there to be a need for controlled parking in the Granton Waterfront area. They did not see an issue with current parking availability and did not agree residents should have to pay for a parking permit. Two participants specified that they disagreed with the strategy because it should have been implemented prior to current development.

Nine participants referenced the current transport provision to and from Granton. They noted these connections are often an insufficient replacement for driving, particularly as lack of infrastructure in Granton itself means many commute out of the area to go to work or school. This also included a concern change could result in insufficient visitor parking in the area.

Car and parking access for disabled people was also a concern raised by five respondents. Participants desired reassurance there would be more blue badge spaces under the scheme and that appropriate usage of these would be adequately enforced. They felt it was important disabled people who require access to a car were able to maintain this as a stress-free transport option.

Various suggestions were made in this question. These can be seen in the table below, broken down by suggestion theme.

Theme	Suggestion
Enforcement	<ul style="list-style-type: none"> Address abandoned vehicles more promptly

	<ul style="list-style-type: none"> • Increase enforcement staff visits and hours e.g. instances of drivers parking on double yellow lines after enforcement staff presence and moving their vehicles before they come back the next day • Install signage to enforce rules around blue badge bays • Repaint road markings
Public transport	<ul style="list-style-type: none"> • Consider bus stop placement • Rapid bus services with fewer stops
Housing developments	<ul style="list-style-type: none"> • Work with owners of underground car parks to make safer areas to park • Developers to provide more car parking spaces in new developments
Strategy scope	<ul style="list-style-type: none"> • Strategy to give more thought to existing number of vehicles in the area and current impacts of this • Lower Granton Road difficult to navigate at busy times due to parked cars but not included in plans
Future infrastructure	<ul style="list-style-type: none"> • Provide some free short duration parking for any proposed businesses e.g. restaurants
Sustainability	<ul style="list-style-type: none"> • Permit priority for cars with lower CO₂ and NO₂ emissions • Measures to protect green spaces and wildlife from residents paving over front gardens to create parking spaces

Interactive map comments

The interactive map for the project received five comments. These are summarised in the table below.

Location	Summary of comments
General	<ul style="list-style-type: none"> • Opposition to proposals due to perceived negative impact on local resident mobility. Felt that buses are not an appropriate means of transport for everyone.
Granton Road & Lower Granton Road	<ul style="list-style-type: none"> • Two comments expressed concern about increased traffic on Granton Road and Lower Granton Road as a result of the new developments. • One respondent felt that these roads should be reclassified as B roads or residential roads to aid implementation of safety measures such as a safer walkway and enforcement of a 20mph speed limit. • Included a suggestion that parking on the north end of Granton Road should be for visitor parking as opposed to its current use of long stay parking.
Waterfront Park and Marine Drive junction	<ul style="list-style-type: none"> • Concern that opening of this junction following completion of developments would drive excess traffic along Waterfront Park. Participant suggested keeping this junction closed or reopening West Shore Road to cars to ensure no adverse impact to Waterfront Park.
Access to esplanade	<ul style="list-style-type: none"> • Respondent frustrated by reduced access to seafront due to closing of Silverknowes Road to cars.

Emails

Six emails were received with comments on the proposed strategy. Key points from these emails are summarised by theme in the table below.

Theme	Summary of comments
-------	---------------------

Cycle infrastructure	<ul style="list-style-type: none"> • Roads in the area are of poor quality for cycling. • Bumps on cycle path after Granton Station not good for bikes.
Public transport	<ul style="list-style-type: none"> • Perceived lack of incentive for locals to use public transport as bus routes are slow with many stops. • Respondent expressed view that sustainable transport measures should have been implemented with initial developments.
Consultation	<ul style="list-style-type: none"> • Respondent noted discrepancies in the online survey form. These have been noted in the survey breakdown section (4.4) where relevant.
Waterfront Park and Marine Drive junction	<ul style="list-style-type: none"> • Concern that opening of this junction following completion of developments would drive excess traffic along Waterfront Park. Participant suggested keeping this junction closed or reopening West Shore Road to cars to ensure no adverse impact to Waterfront Park.
Parking capacity	<ul style="list-style-type: none"> • Participant disagreed with target of 25% parking capacity in strategy. Felt that people will not give up their cars and this will cause knock on parking impact on existing residents.

5. Key findings

Parking

- 60% of participants had experienced issues with parking in the Granton Waterfront area. Most commonly this included parking difficulties for visitors, inability to park close to home, and issues with accessibility and inconsiderate parking. Issues such as access to disabled parking were also raised in the free text comments and at the in-person engagement events.
- 52% of respondents did not agree with the proposed parking strategy and active travel measures, whilst 25% were unsure if they agreed with the proposal.
- 56% of respondents did not agree with the proposed car light zone at Granton Waterfront, whilst 13% were unsure whether they supported the proposal.
- There was an even 50/50 split between the two proposed options for approaching a permit cap waitlist.
- Participants wanted fair support for those who may be more reliant on car transport, such as disabled people and the elderly.

Public transport

- There was a strong desire for improved public transport links to and from the area, something also shared by the public at in-person engagement events. Participants were keen to know about future plans such as a tram extension to Granton and felt that current services to and from the area were lacking, particularly since the re-routing of the 47 bus route.

Active travel

- Most respondents said increased availability of active travel methods would not necessarily encourage them to try new options.
- Whilst half of respondents (50%) said that the concept of active travel is either quite important or very important to them, with walking the second most common means of travel, the majority still disagreed with the proposed parking strategy and car light zone.

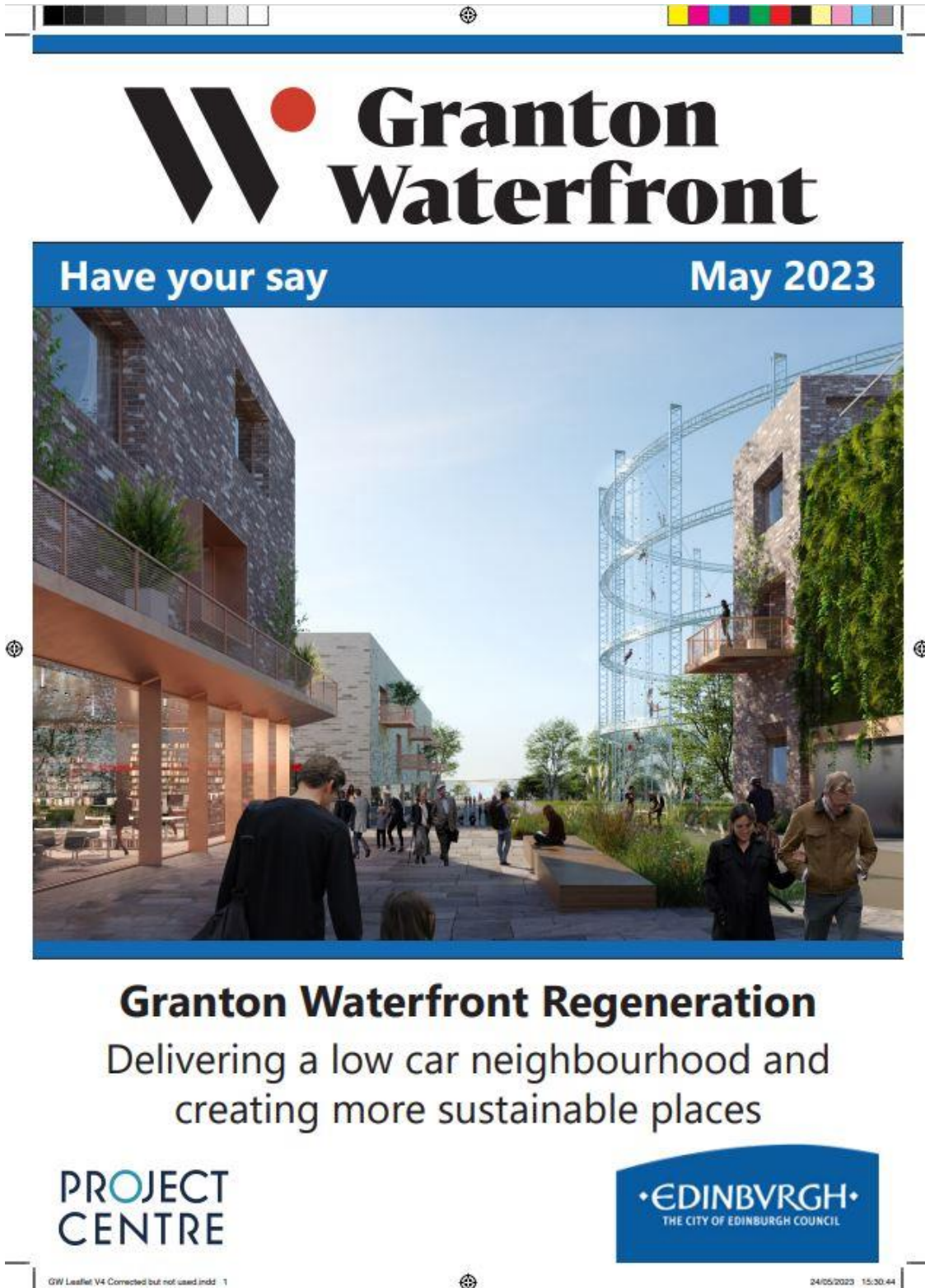
Participant profile

- 95% of participants selected that they were residents of the area, indicating that they live in the Granton Waterfront area.
- Most respondents were car owners or users. 77% of respondents owned one car in their household. Only 4% of respondents selected that they did not own or use a car.

6. Recommendations

- Review existing public transport connections and how this may be improved to support the transition to a CPZ and low parking provision in new developments.
- Initiate the investigation of an inclusive design of a CPZ and commence the associated formal TRO process.
- Future consideration should be given to the impact of a proposed CPZ, on the surrounding area. It is recommended that monitoring is carried out following the implementation of any proposals.

7. Appendix A: consultation leaflet



Introduction

Through our City Mobility Plan (CMP), the Council is committed to reducing private car use and encouraging more people to walk, cycle and use public transport. By reducing private car use and enabling more sustainable journeys, we can help tackle the climate crisis, lower air pollution levels, reduce road danger and congestion, and create streets where people and the environment are prioritised over traffic.

Granton Waterfront provides an opportunity to plan our new developments in a way that enables and encourages more people to walk, cycle, wheel and use public transport. We're committed to a low car approach, and as with all new developments, we're limiting car parking at Granton Waterfront to 25 per cent to discourage private car use.

Another way we can create more space for people to safely walk and cycle, is to review how road space, including car parking space, is being used across the wider area.

We want local people to help us create streets that best meet your needs now and into the future, and make neighbourhoods safer, sustainable, and more enjoyable places to travel, live, work and visit. We're asking residents, businesses, and the wider community to give feedback on our plans to change the way car parking space is used and share their views about how we can create opportunities for more people to make sustainable journeys.





What is the Granton Waterfront Development?

The sustainable development of the Granton Waterfront in north-west Edinburgh is at the heart of the City of Edinburgh Council’s ambition to be a leading city for connected, sustainable, affordable, and inclusive living. Over the next 10-15 years, around 3,500 new net-zero homes, space for new business, cultural venues, new key services including a school, and coastal park will be delivered.. This development aims to be the blueprint project for Scotland in sustainable urban development and regeneration.

The regeneration of Granton Waterfront provides a unique opportunity for Scotland’s capital city to set the standard for sustainable growth, marking a stepped change in how development can influence how we go about our daily lives by encouraging and enabling people to travel via healthier, sustainable means.



GW Leaflet V4 Corrected but not used.indd 3

24/05/2023 15:30:55

How can you get involved?

We're asking the community to complete a survey to help us better understand how car parking is currently being used and what opportunities there are to deliver more walking and cycling projects as part of the Granton Waterfront redevelopment.

The survey is asking local people to share their views on:

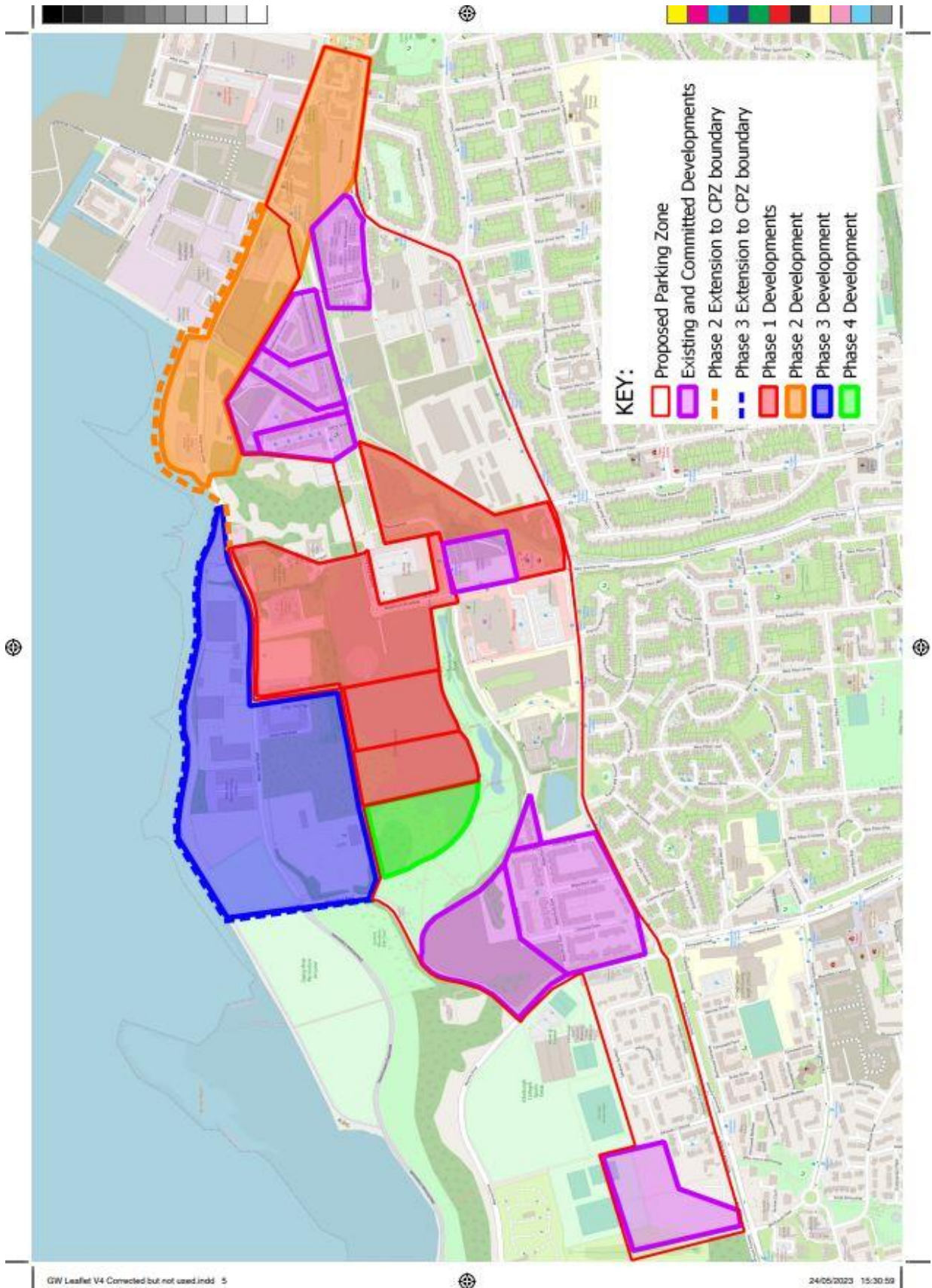
- Creating more space for safe cycle lanes
- Improve and increase footways and crossings in the wider area to make it safer, easier and more pleasant to walk
- Identifying space to install electric vehicle charging points and mobility hubs
- Reviewing car parking, including the introduction of permit schemes and pay and display bays
- Prioritising blue badge parking for older and disabled people
- Reviewing loading space requirements for businesses

The images below show some visualisations of the proposed Coastal Park and West Harbour Road and our ambition to make sure space is used for people, not traffic.



For more information about how our proposals align with our long-term objectives, you can read the City Mobility Plan, the Granton Waterfront Development Framework and design guidance, which outline the ambition for Granton Waterfront and are helping the Council and its partners to deliver a successful, vibrant 20-minute neighbourhood to live, work, learn and visit.

For more details about how to have your say on this project and wider plans for Granton Waterfront, please visit: <https://pclengagement-hub.co.uk/folders/granton>



Have your say

Your views are important to us, and you can have your say by providing your feedback through our online survey.

Please note that this is not a formal consultation and written objections are not required at this stage. Should the proposals move forward to a Traffic Regulation Order, we would advertise the legal notice and invite any objections to be raised formally. To have your say, please use the below options to submit your response or get in touch.

Requesting Documentation

You can request this document on tape, in Braille, large print and various computer formats. Please contact Interpretation and Translation Service (ITS) on 0131 242 8181 and

quote reference number 23-8701. ITS can also give information on community language translations.

If you would like a hard copy survey, please also use this number.

Public Engagement Events

We are also holding two public events where we will go through the proposals and staff will be on-hand to answer your questions.

- Tuesday 13 June 2023, between 4-7pm at Granton Station
- Saturday 17 June 2023, between 11-2pm at Granton Station
- Thursday 22 June 2023, between 6-7:30pm online via Microsoft Teams

This consultation will close on Friday 7 July 2023 at midnight.



<https://pclengagement-hub.co.uk/en-GB/folders/granton>



edinburgh.consultation@projectcentre.co.uk

What happens next?

Your views and comments will be analysed and presented at a future meeting of the Council's Transportation and Environment Committee. Your feedback will be considered before deciding next steps, and any future proposals will be shared for public consultation before proceeding.



QW Leaflet V4 Corrected but not used.indd ©

24/05/2023 15:30:59

8. Appendix B: consultation poster

Granton Waterfront PROJECT CENTRE • EDINBURGH • THE CITY OF EDINBURGH COUNCIL


Parking Control Implementation Strategy Granton Waterfront

The Council is proposing measures to support a low car development at Granton Waterfront. These include proposals to:

- Changes to car parking – known as Controlled Parking Zones or permit zones
- Support with the delivery of a sustainable, safer and more inclusive transport system
- Encourage healthier, active forms of travel
- Protect the amenity of existing residents
- Introduce parking control measures to support essential car users such as disabled motorists
- Improve air quality


How you can get involved?

Your views are important to us. We want everyone who lives, works and studies in the area to have their say on our proposals. Give us your feedback by visiting the online survey here:


 <https://pclengagement-hub.co.uk/folders/granton>

Please provide your feedback between 29 May and 7 July 2023

Further details can be found on our website. If you have any questions about the proposals, or require details in another format or language, please let us know by contacting us on:

 edinburgh.consultation@projectcentre.co.uk
(Reference 'Granton Waterfront Development')

Scan me!



9. Appendix C: question 10 open text comments

Strategy will lead to pavement parking. Unless schools/ retail/jobs in area residents will need cars to commute/school run. 4 yrs ago CEC opened bays on Waterfront Ave due to pavement parking around Saltire Square, issue will get worse with more homes

Remove abandoned vehicles quicker. Work with underground car park owners to make safer areas to park. Decline permits to those with allocated underground parking on Colonsay Close. Ban campervans/caravans from long term parking. Repaint road lines. Change parking enforcement staff hours - after 6/7pm people just park on double yellows obstructing vehicles then just move them before staff start time. Increase blue badge spaces on Colonsay Close and install signage to enforce rules. Increase enforcement visits. Give residents of each street first refusal of permits.

I have my own car space allocated to property so I don't need extra parking. For any visitors, charge would be acceptable I think. Some free short duration parking should be available for any proposed businesses (e.g. restaurant etc)

I do not agree to any of the proposed restrictions to car parking!!

Your parking 'overflow pressure' map includes Granton Harbour but takes no account of the fact that the council have not adopted many of these roads here and cannot therefore control overflow parking in that area at all.

Priority given for permits to lower CO2 and NO2 emitting cars

As a bb holder I'm concerned there would be enough provision. When I moved here the council put in an extra disabled bay. It is often taken by other bb holders if I go out. It's good that bb holders may get priority but need enough disabled bays

I disagree with the parking strategy due to the way that it is being implemented. A parking zone should have been implemented prior to the current development underway.

Q9 can't pick multiple answers, most questions badly worded. Parking zones should have been implemented prior to construction.

<p>One of my hobbies is hillwalking and this currently requires a private car in order to get to areas where this is possible. Car club prices are not justifiable for the distances travelled. However I do bus and walk around the city and local area</p>
<p>No need for metred/permit parking until long after Phase 2 underway. Plenty capacity for current overspill. Public transport in this area is still not optimal for travel beyond the West End. Travelling to East Edinburgh incredibly difficult. Not fair</p>
<p>The proposals are restrictive and discriminate against those who rely on car transport such as elderly, disabled and those with young families. The proposals limit personal freedoms and have not been proposed in the context of alternative options.</p>
<p>I do not agree with residents having to pay parking permits. This area has always been spacious and parking is not an issue. The proposed housing will reduce our green space, increase traffic & actually have an adverse affect on existing residents</p>
<p>Ensure that the messaging is empowering people not anti-car</p>
<p>I am sick of our city being taken over. My family and friends all live put of Edinburgh and I can't travel amd they can't come and visit because of parking zones - I feel lile I am bei g cit off from the world</p>
<p>More parking spot under the building. There is few new technology how to park your car and how to save a space outside the building</p>
<p>There is no congestion as well as parking problems around Waterfront so the scheme seems needles</p>
<p>Electric vehicles only, from 2030, so by the time development is completed air pollution issues are no longer a priority, but taking disabled resident in car is unaltered</p>
<p>Take note of the mess you have made everywhere else in town and try to avoid making the same mistakes over and over again. Plan to have ample free parking bays for cars unlike everywhere else!</p>

<p>This proposal for restrictive parking measures is entirely unreasonable for residents. With the cost of living already increasing to the point where people are struggling, requiring residents to pay yet another bill is outrageous</p>
<p>Stop pandering to the few. Cycle lanes are great and welcome more. Bus system is already world class. Trams utterly pointless.</p>
<p>There needs to be a reality check about the number of cars ALREADY in use in the area and how this ALREADY effects residents with cars parked poorly / incorrectly etc. Simply introducing controlled parking isn't the answer.</p>
<p>Stop this nonsense. I travel to Leith for work and now I won't be able to park there due to permits and I can't get a permit as I'm not a resident in Leith. I can't afford to keep a car and travel by bus. This is not helping people or environment.</p>
<p>Only concern is public transport is not reliable. I personally need my car for work otherwise I would waste hours of time getting numerous buses/trains. Concerned re on street parking for visitors</p>
<p>There are no problems . Only issues are workers working on the building during weekdays .</p>
<p>None of these proposals tackle lower granton road which at busy times is nightmare with parked cars and should have double yellows in areas for years.</p>
<p>Stop punishing car drivers - disabled people need them as do traders. You are killing Edinburgh by punishing vehicle users.</p>
<p>Bus stops need re-arranged. Someoo close and some too far apart. Faster services which stop at fewer stops.</p>
<p>I worry that removing parking on streets will encourage residents to pave their front gardens to park there. This makes walking much less fun as wildlife suffers. Compare Drylaw to West Pilton. If you want to keep green space green, list the trees.</p>

Builders should be responsible for creating at least one parking space per dwelling in new developments. It is quite silly of council to believe that folks moving into the area are doing so to forego their vehicles for public or active transportation

This box just isn't big enough to answer all my concerns

Please remove closed roads around shore and bike lanes on roads using concrete blocks

10. Appendix D: notes from in-person engagement events

Granton Waterfront Parking Implementation Strategy engagement events June 2023

Two 3-hour engagement events were held at the Granton Station building where the community was able to drop in and speak to the project team. These events also included engagement around the broader Phase 1 of the Granton Waterfront Development.

Both events were well attended, with people filtering through consistently throughout the day.

Event 1, Tuesday June 13th 16:00 – 19:00

Spoke to around 25 people about parking and transport. The mood was generally positive, with people keen to find out more about the development and ask questions.

Received some feedback on engagement materials:

- A4 map of proposed CPZ zone was too small
- Some who had engaged with online consultation page fed back that drawings for specific roads were unclear or confusing to use

General comments

Many attendees reported current difficulties with parking, including it being particularly difficult to get parked after work/in the evening. They desired reassurance that the new developments would not make this issue worse for them, particularly due to the ambitious parking limits proposed.

Some queries about the boundaries of the proposals and concern about overspill to areas just outside the CPZ.

Existing transport infrastructure

Re-routing of 47 bus route in favour of 22 lamented by locals who find it less convenient to get into town since the change. Many attendees were very positive about the prospect of a tram serving Granton.

One couple needed their cars to get to work in different areas and strongly felt that existing transport connections to and from Granton are not yet sufficient to justify introducing the CPZ. They also noted that Granton isn't a very affluent area so felt that introducing parking charges is unfair, particularly given cost of living crisis.

One person was explicitly against charging for permits.

Several expressed interest in more EV charging in Granton as they would like to look to get an EV in the future.

Blue badge holders

Attendees wanted clarification on how the scheme would work for blue badge holders and assurance that people who have one would be able to park easily.

A blue badge holder from Waterfront Avenue (parking in Kingsburgh Crescent) noted that they currently struggle to park, even after requesting a disabled bay from the council. They were receptive to the idea of a CPZ as felt it may help them get parked easier.

Request from another blue badge holder for blue badge EV parking.

Older residents

Concern around how parking restrictions may impact older residents in terms of daily life e.g. shopping, appointments and receiving support from family/carers

Attendees from the Granton Castle Walled Garden requested access for loading for their activities and noted concern about the impact on their volunteers being able to travel to the site as many are older.

Specific areas mentioned

Waterfront Avenue/Kingsburgh Crescent

- Kingsburgh Crescent: unadopted parking spaces on one side of the street. Residents concerned about these and wanted to try and get them adopted but council process is quite difficult. There is a development with secure parking behind Saltire Square, but attendee believed that people from the development don't always use it and instead park spaces on Kingsburgh Crescent instead for convenience. They were frustrated by this as they cannot use the secure parking themselves so feel it is causing an unfair pressure on them and others in the same position. Questioned if CEC have any power to enforce usage of private car parks so that people who have access to them will use them and not try and park in public spaces.
- Blue badge holder also noted difficulties trying to get parked on Kingsburgh Crescent
- Request for EV charging points on Kingsburgh Crescent

Other

- Would like to know if possible to get more than one permit per household
- One attendee concerned that National Museum Collection Centre will be accessed via residential road which may cause issues for residents

Event 2, Saturday June 17th 11:00 – 14:00

Spoke to around 22 people about parking and transport. The mood was generally positive, with people keen to find out more about the development and ask questions.

Received further feedback that A4 printed map was too small to be easily interpretable/legible.

General comments

Similar sentiment to Tuesday – generally positive about development in area, particularly increased, amenities but concerned about how new builds may impact parking provision. Many reported current issues they have experienced personally or witnessed in relation to parking.

Enforcement

Attendees discussed current issues with parking:

- Congestion on West Harbour Rd, cars parked along the bus route
- Attendee from Hesperus Crossway area near Go Outdoors has seen more people chancing parking in their development's car park following the introduction of more double yellow lines in the area
- Generally people parking on pavement/double yellows/on cycle lanes – particularly to avoid charged parking / when can't access private parking within developments
- 2 participants mentioned abandoned cars affecting parking provision too

Existing transport infrastructure

Similar to Tuesday, attendees mentioned re-routing of 47 bus route as negative and generally interested in more buses/connectivity to and from the area.

Several expressed interest in more EV charging in Granton as they would like to look to get an EV in the future.

Older residents

Similar to Tuesday, some concern around how parking restrictions may impact older residents in terms of daily life e.g. shopping, appointments and receiving support from family/carers

Specific areas mentioned

Kingsburgh Crescent

Similar comments to Tuesday re parking issues, including instances of pavement parking. One couple said that CPZ should be extended further East if implemented.

Granton Medway

Attendee that lived on this street just outside proposed CPZ zone concerned about overspill impact.

Other

- Reassurance sought about provision for businesses/retail units and blue badge holders
- Query about parking provision for the school that is currently being built
- Comment that there should be more youth activities/services in area for young people

11. Quality

It is the policy of Project Centre to supply Services that meet or exceed our clients' expectations of Quality and Service. To this end, the Company's Quality Management System (QMS) has been structured to encompass all aspects of the Company's activities including such areas as Sales, Design and Client Service.

By adopting our QMS on all aspects of the Company, Project Centre aims to achieve the following objectives:

- Ensure a clear understanding of customer requirements;
- Ensure projects are completed to programme and within budget;
- Improve productivity by having consistent procedures;
- Increase flexibility of staff and systems through the adoption of a common approach to staff appraisal and training;
- Continually improve the standard of service we provide internally and externally;
- Achieve continuous and appropriate improvement in all aspects of the company;

Our Quality Management Manual is supported by detailed operational documentation. These relate to codes of practice, technical specifications, work instructions, Key Performance Indicators, and other relevant documentation to form a working set of documents governing the required work practices throughout the Company.

All employees are trained to understand and discharge their individual responsibilities to ensure the effective operation of the Quality Management System.



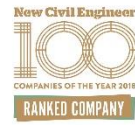
Award Winning



Certifications



Accreditations

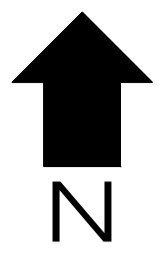


Memberships



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London • Slough • Kent • Brighton • Manchester • Edinburgh



LEGEND

EXISTING RESTRICTIONS

- PRIVATE ROAD/PARKING
- DISABLED BAY
- CAR CLUB BAY
- NO WAITING AT ANY TIME
- NO WAITING WITH TIME RESTRICTION
- ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

- PROPOSED NO WAITING (WITH TIME RESTRICTION)
- PROPOSED NO WAITING (AT ANY TIME)
- PERMIT HOLDER BAY
- SHARED-USE BAY
- PAY AND DISPLAY BAY
- CAR CLUB BAY
- AREA BOUNDARY

PARKING LAYOUTS MAY BE SUBJECT TO CHANGES TO TAKE ACCOUNT OF CONSULTATION FEEDBACK AND/OR MOVEMENT OF COUNCIL ASSETS

Rev	Date	Description	Drn	Chk	App
0		For Information			

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Project
Granton Waterfront Parking Implementation Strategy

Drawing Title
SHEET 1 OF 14

Drawing Status
FOR INFORMATION

Drawn	Designed	Date	Scale	Size
BF	BF	DEC/21	not to scale	A1

Drawing No. CEC Granton Waterfront Parking Implementation Strategy-01



Christie Gillies Park
(Football Ground)

Page 323

LEGEND

EXISTING RESTRICTIONS

- PRIVATE ROAD/PARKING
- DISABLED BAY
- CAR CLUB BAY
- NO WAITING AT ANY TIME
- NO WAITING WITH TIME RESTRICTION
- ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

- PROPOSED NO WAITING (WITH TIME RESTRICTION)
- PROPOSED NO WAITING (AT ANY TIME)
- PERMIT HOLDER BAY
- SHARED-USE BAY
- PAY AND DISPLAY BAY
- CAR CLUB BAY
- AREA BOUNDARY

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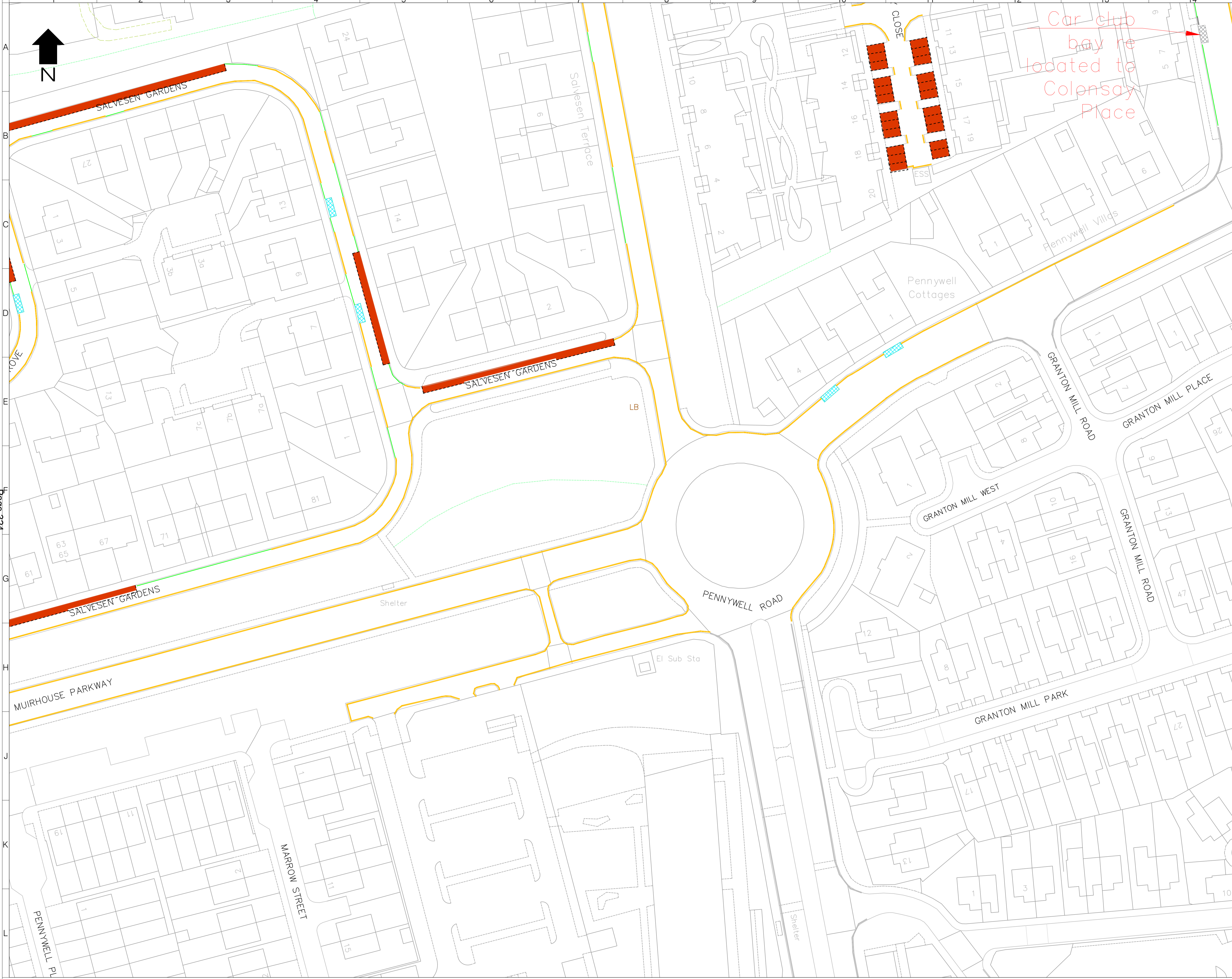
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Project
Granton Waterfront Parking Implementation Strategy

Drawing Title
SHEET 2 OF 14

Drawing Status
FOR INFORMATION

Drawn	Designed	Date	Scale	Size
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Drawing No.				Rev
DEC/21				0



LEGEND

EXISTING RESTRICTIONS

	PRIVATE ROAD/PARKING
	CAR CLUB BAY
	NO WAITING AT ANY TIME
	NO WAITING WITH TIME RESTRICTION
	ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

	PROPOSED NO WAITING (WITH TIME RESTRICTION)
	PROPOSED NO WAITING (AT ANY TIME)
	PERMIT HOLDER BAY
	SHARED-USE BAY
	PAY AND DISPLAY BAY
	CAR CLUB BAY
	AREA BOUNDARY

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Drawing Title
SHEET 3 OF 14

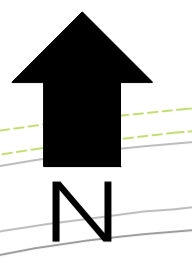
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BF	BF	DEC/21	Not to Scale	A1

Drawing No. _____ Rev 0



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LEGEND

EXISTING RESTRICTIONS

- PRIVATE ROAD/PARKING
- DISABLED BAY
- CAR CLUB BAY
- NO WAITING AT ANY TIME
- NO WAITING WITH TIME RESTRICTION
- ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

- PROPOSED NO WAITING (WITH TIME RESTRICTION)
- PROPOSED NO WAITING (AT ANY TIME)
- PERMIT HOLDER BAY
- SHARED-USE BAY
- PAY AND DISPLAY BAY
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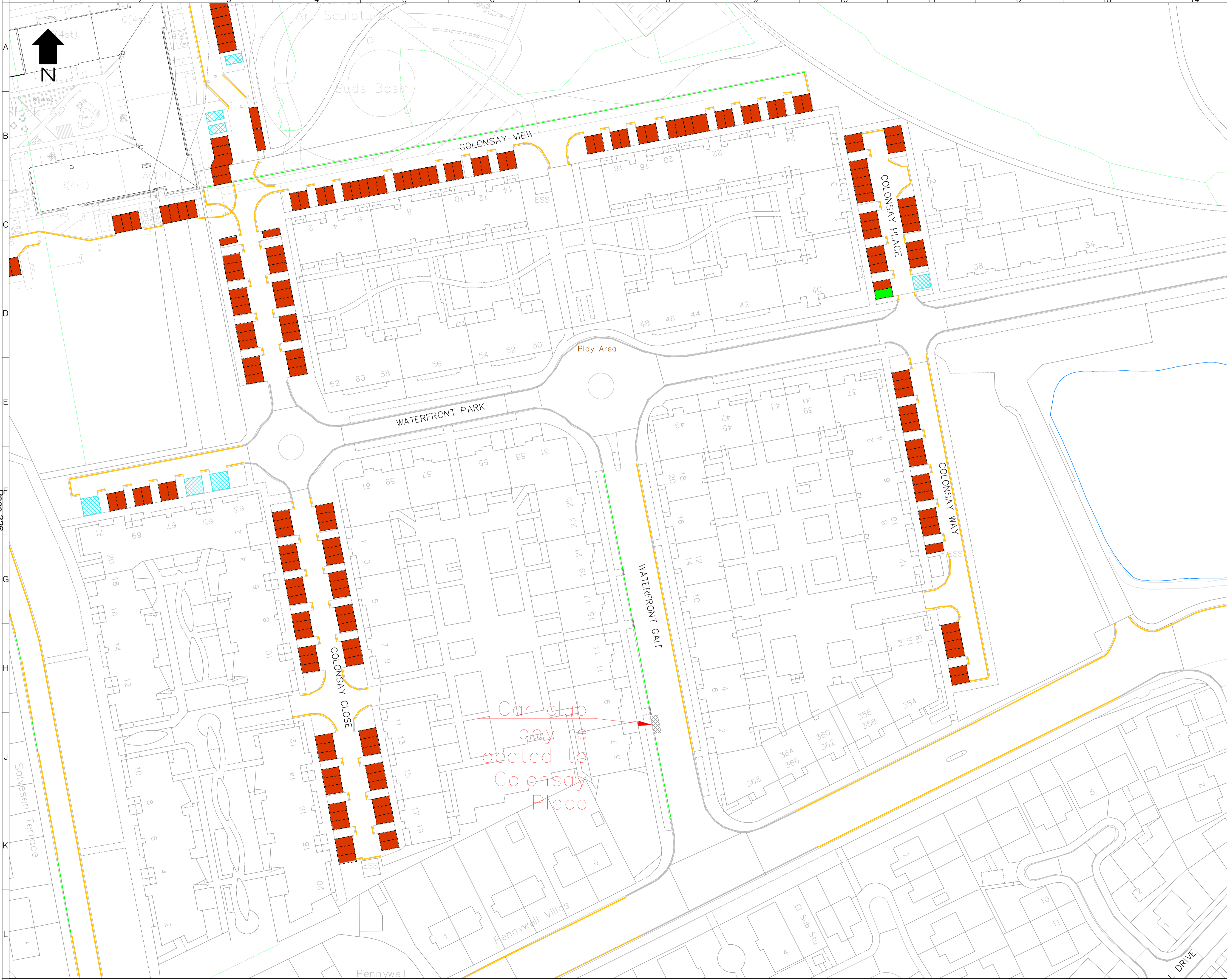
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Drawing Title
SHEET 4 OF 14

Drawing Status
FOR INFORMATION

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Drawing No. CEC Granton Waterfront Parking Implementation Strategy-04



LEGEND

EXISTING RESTRICTIONS

- PRIVATE ROAD/PARKING
- DISABLED BAY
- CAR CLUB BAY
- NO WAITING AT ANY TIME
- NO WAITING WITH TIME RESTRICTION
- ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

- PROPOSED NO WAITING (WITH TIME RESTRICTION)
- PROPOSED NO WAITING (AT ANY TIME)
- PERMIT HOLDER BAY
- SHARED-USE BAY
- PAY AND DISPLAY BAY
- CAR CLUB BAY
- AREA BOUNDARY

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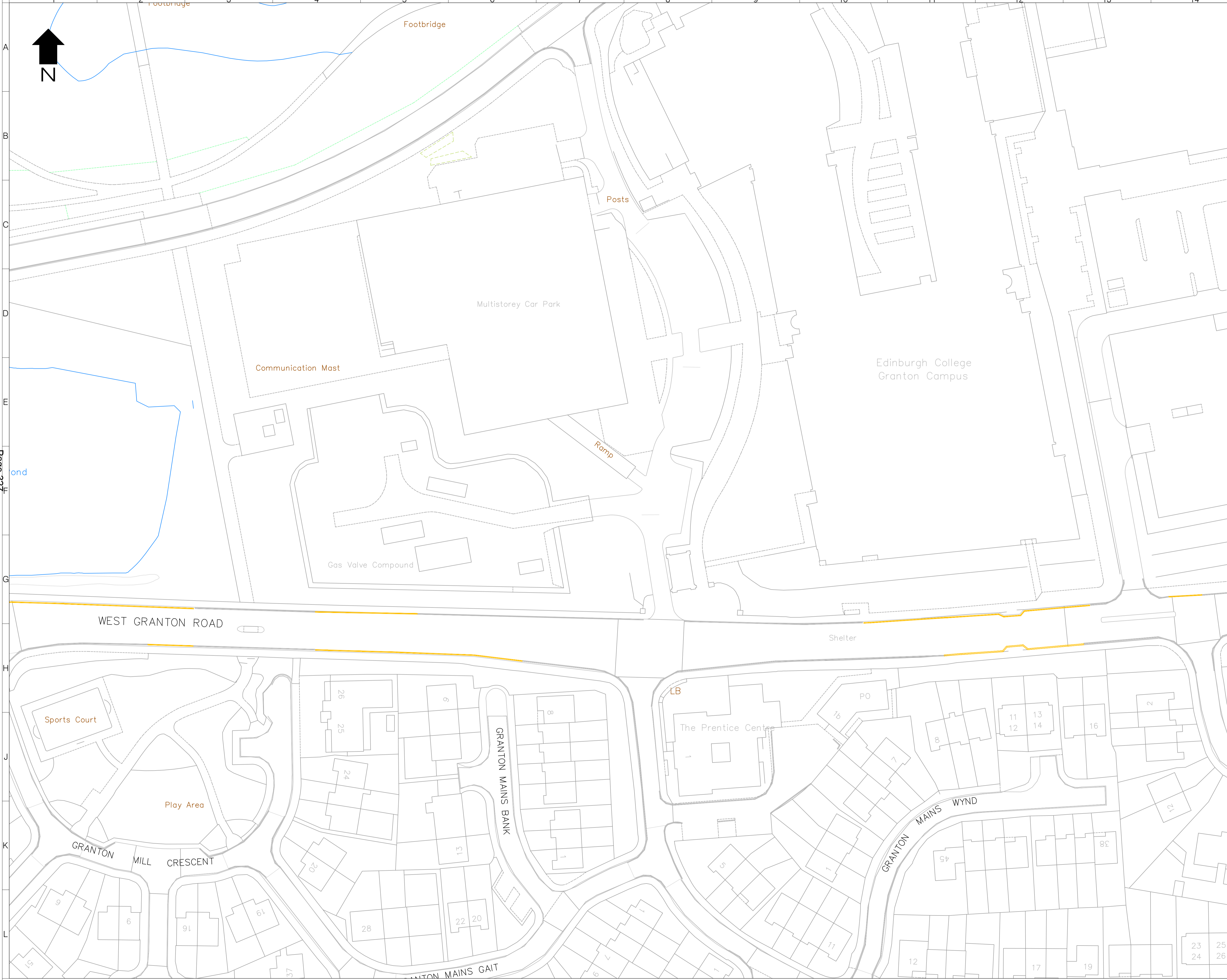
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SHEET 3 OF 14

Drawing Status
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Drawing No. CEC Granton Waterfront Parking Implementation Strategy-05



LEGEND

EXISTING RESTRICTIONS

	PRIVATE ROAD/PARKING
	DISABLED BAY
	CAR CLUB BAY
	NO WAITING AT ANY TIME
	NO WAITING WITH TIME RESTRICTION
	ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

	PROPOSED NO WAITING (WITH TIME RESTRICTION)
	PROPOSED NO WAITING (AT ANY TIME)
	PERMIT HOLDER BAY
	SHARED-USE BAY
	PAY AND DISPLAY BAY
	CAR CLUB BAY
	AREA BOUNDARY

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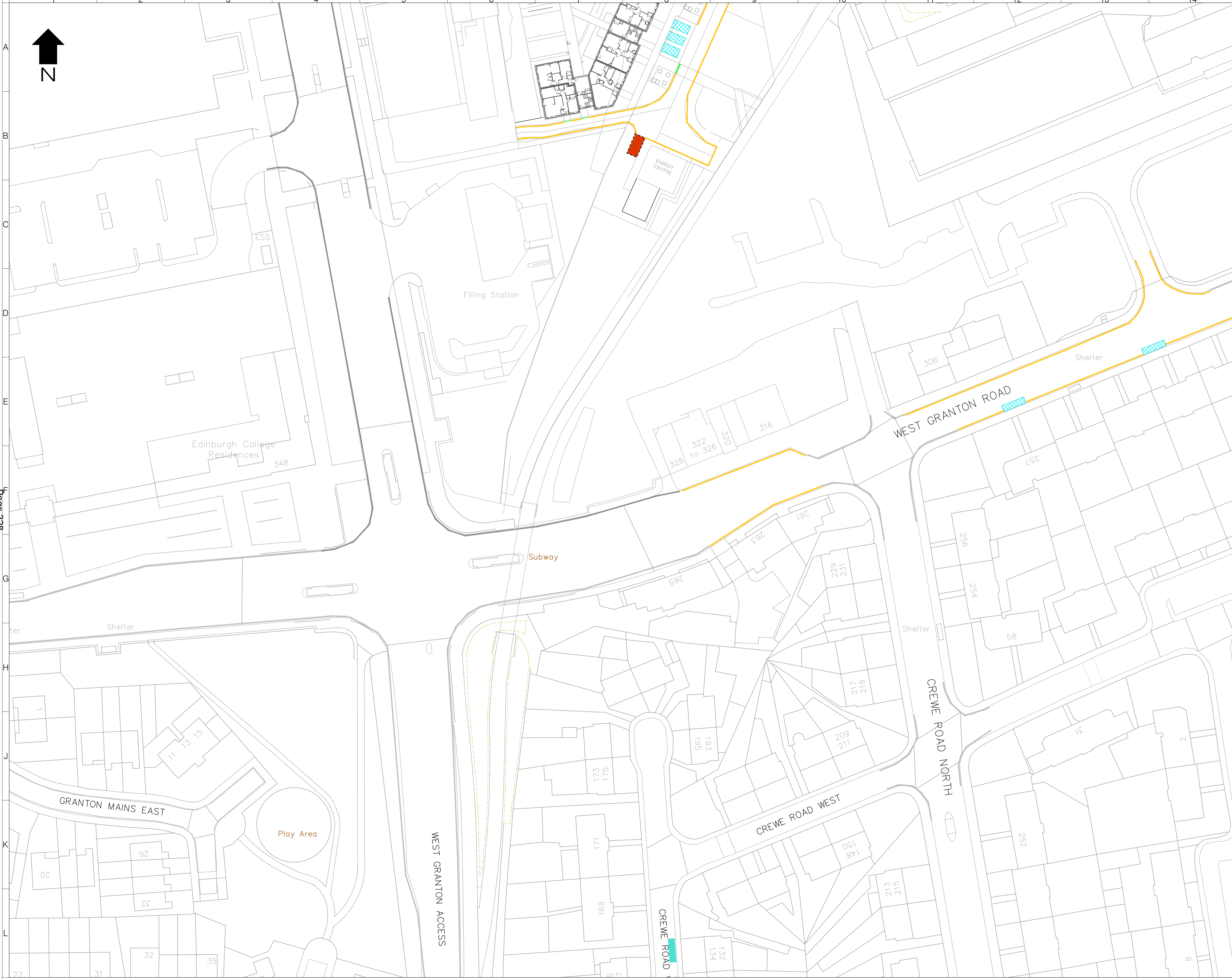
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Granton Waterfront Parking Implementation Strategy

Drawing Title
SHEET 06 OF 14

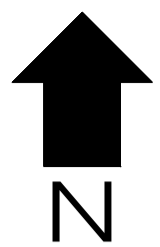
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BF	BF	DEC/21	Not to scale	A1

Drawing No. CEC Granton Waterfront Parking Implementation Strategy-06



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LEGEND

EXISTING RESTRICTIONS

	PRIVATE ROAD/PARKING
	DISABLED BAY
	CAR CLUB BAY
	NO WAITING AT ANY TIME
	NO WAITING WITH TIME RESTRICTION
	ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

	PROPOSED NO WAITING (WITH TIME RESTRICTION)
	PROPOSED NO WAITING (AT ANY TIME)
	PERMIT HOLDER BAY
	SHARED-USE BAY
	PAY AND DISPLAY BAY
	CAR CLUB BAY
	AREA BOUNDARY

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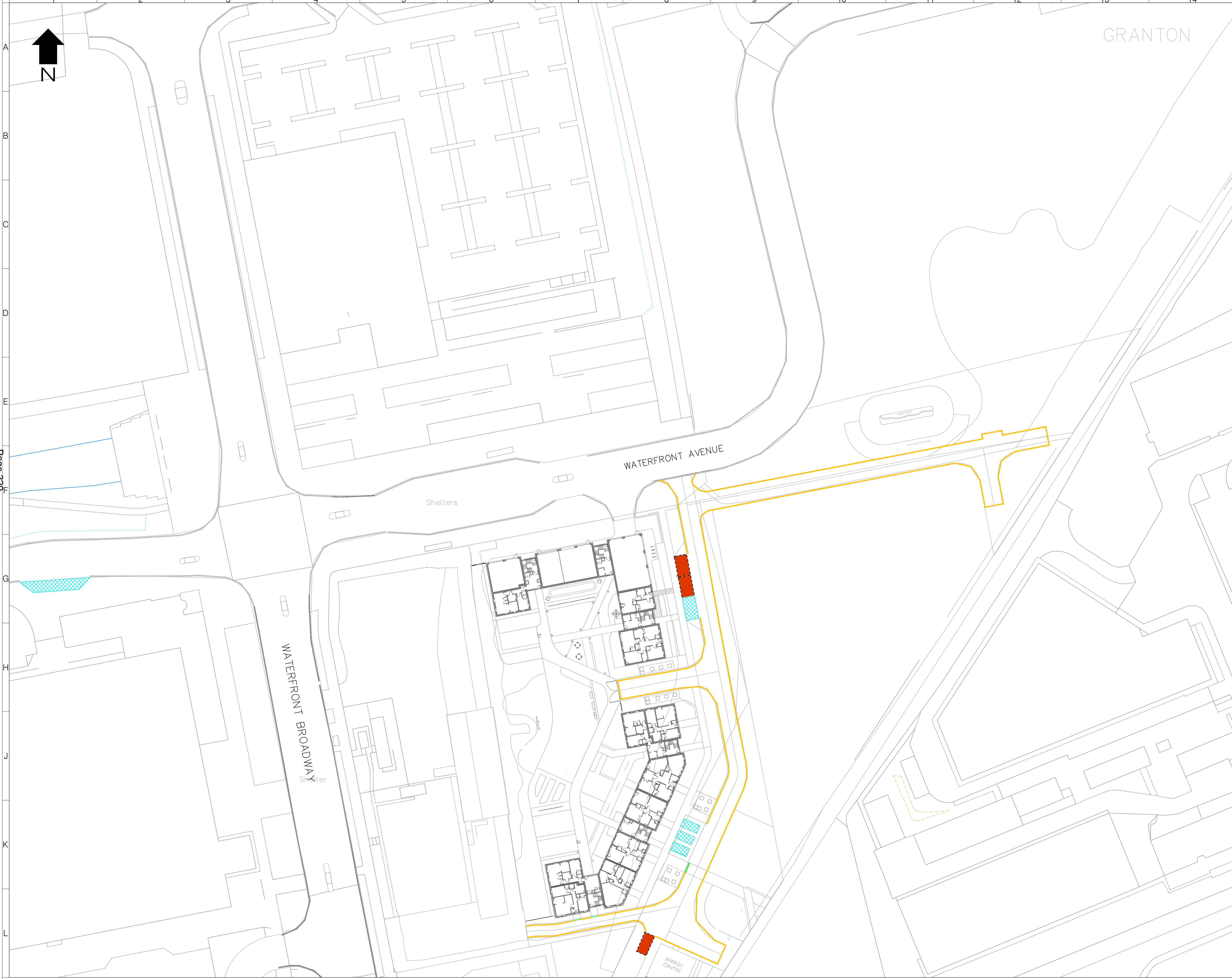
Project
Granton Waterfront Parking Implementation Strategy

Drawing Title
SHEET 07 OF 14

Drawing Status
FOR INFORMATION

Drawn	Designed	Date	Scale	Size
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Drawing No. CEC Granton Waterfront Parking Implementation Strategy-07



GRANTON

LEGEND
EXISTING RESTRICTIONS

	PRIVATE ROAD/PARKING
	DISABLED BAY
	CAR CLUB BAY
	NO WAITING AT ANY TIME
	NO WAITING WITH TIME RESTRICTION
	ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

	PROPOSED NO WAITING (WITH TIME RESTRICTION)
	PROPOSED NO WAITING (AT ANY TIME)
	PERMIT HOLDER BAY
	SHARED-USE BAY
	PAY AND DISPLAY BAY
	CAR CLUB BAY
	AREA BOUNDARY

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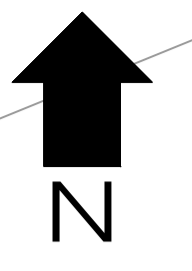
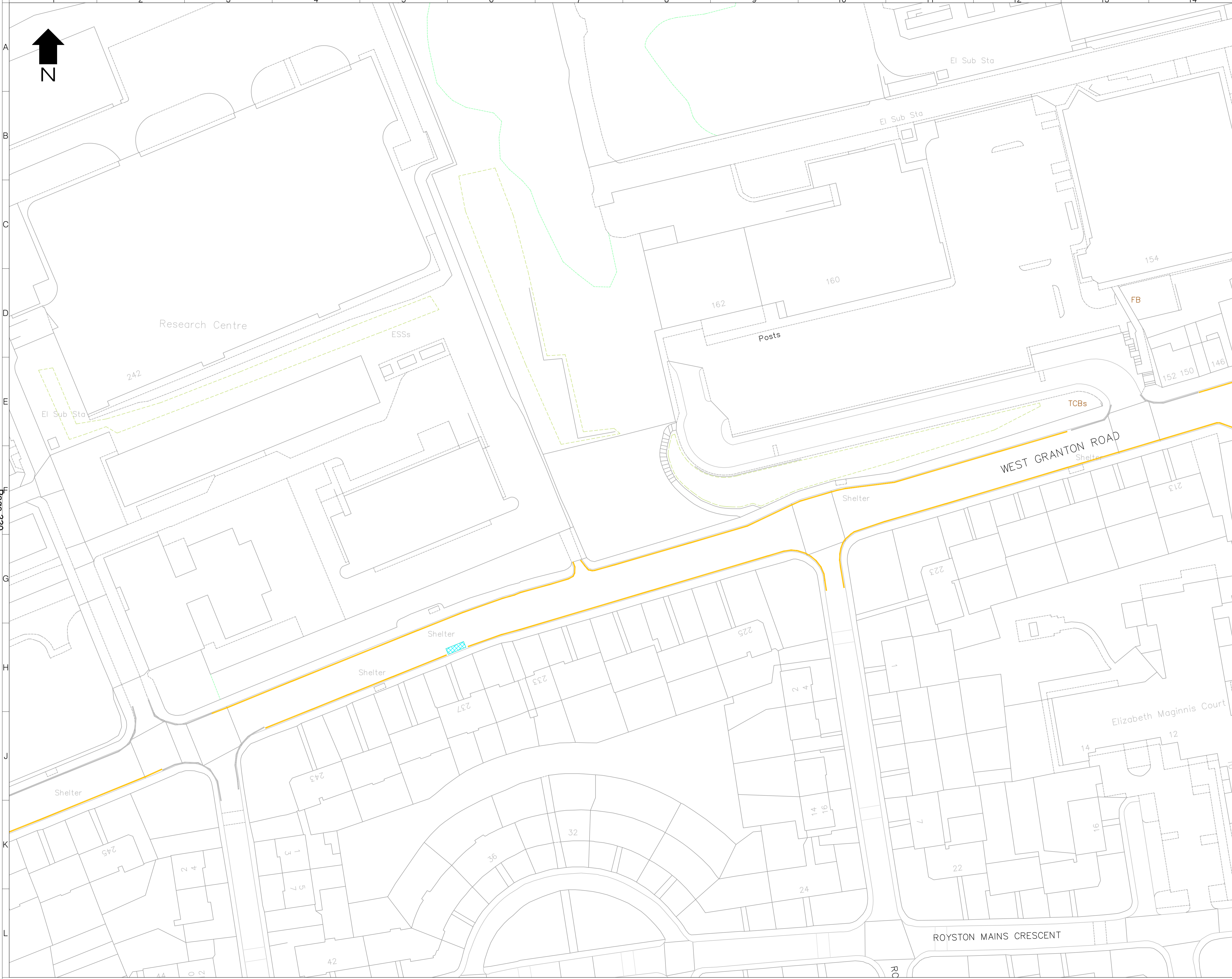
Project
Granton Waterfront Parking Implementation Strategy

Drawing Title
SHEET 08 OF 14

Drawing Status
FOR INFORMATION

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Drawing No. CEC Granton Waterfront Parking Implementation Strategy-08



LEGEND

EXISTING RESTRICTIONS

	PRIVATE ROAD/PARKING
	DISABLED BAY
	CAR CLUB BAY
	NO WAITING AT ANY TIME
	NO WAITING WITH TIME RESTRICTION
	ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

	PROPOSED NO WAITING (WITH TIME RESTRICTION)
	PROPOSED NO WAITING (AT ANY TIME)
	PERMIT HOLDER BAY
	SHARED-USE BAY
	PAY AND DISPLAY BAY
	CAR CLUB BAY
	AREA BOUNDARY

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Rev	Date	Description	Drn	Chk	App
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Project
Granton Waterfront Parking Implementation Strategy

Drawing Title
SHEET 09 OF 14

Drawing Status
FOR INFORMATION

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Drawing No.
CEC Granton Waterfront Parking Implementation Strategy-09



LEGEND

EXISTING RESTRICTIONS

	PRIVATE ROAD/PARKING
	DISABLED BAY
	CAR CLUB BAY
	NO WAITING AT ANY TIME
	NO WAITING WITH TIME RESTRICTION
	ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

	PROPOSED NO WAITING (WITH TIME RESTRICTION)
	PROPOSED NO WAITING (AT ANY TIME)
	PERMIT HOLDER BAY
	SHARED-USE BAY
	PAY AND DISPLAY BAY
	CAR CLUB BAY
	AREA BOUNDARY

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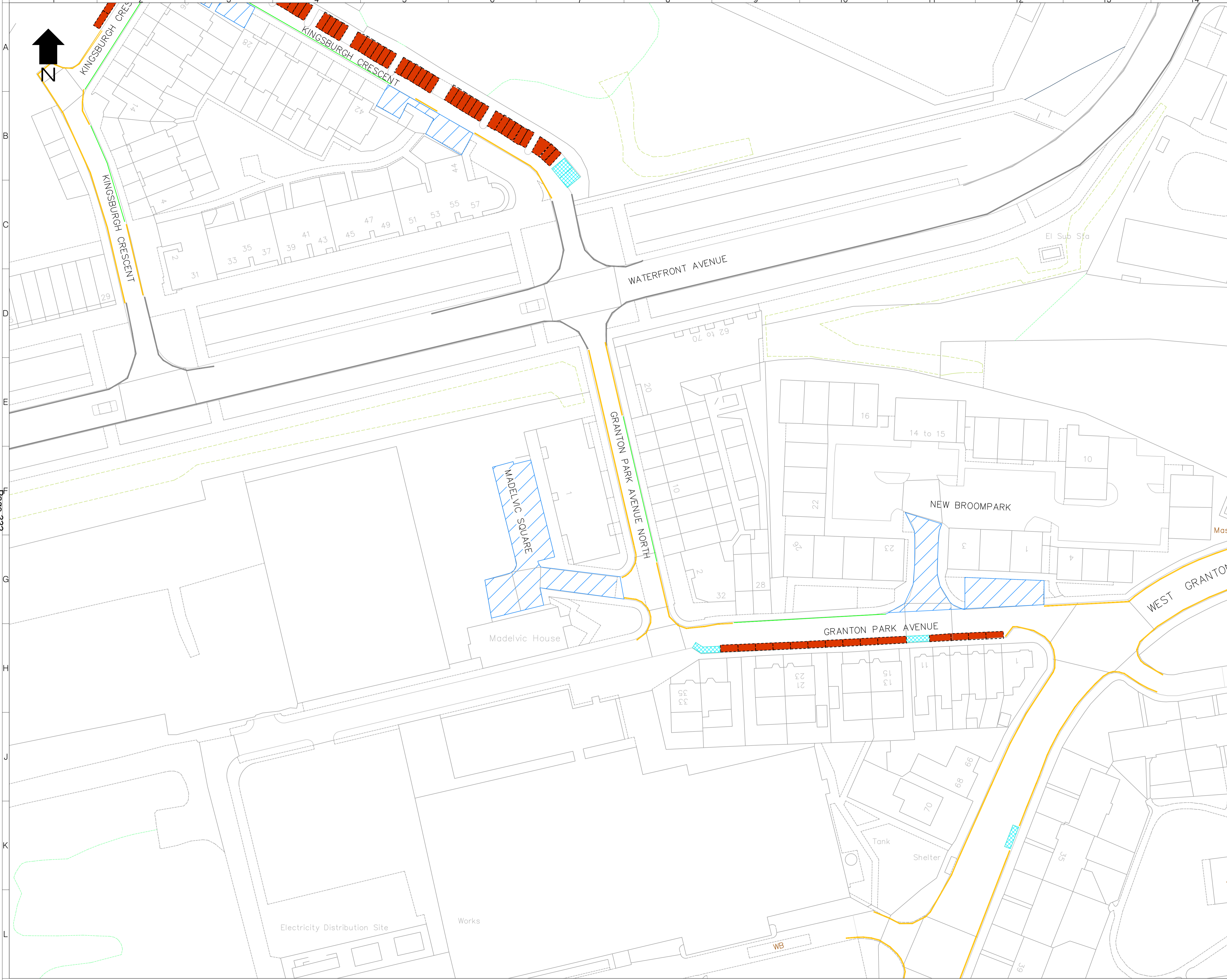
Project
Granton Waterfront Parking Implementation Strategy

Drawing Title
SHEET 10 OF 14

Drawing Status
FOR INFORMATION

Drawn	Designed	Date	Scale	Size
BF	BF	DEC/21	Not to scale	A1

Drawing No. CEC Granton Waterfront Parking Implementation Strategy-00



LEGEND

EXISTING RESTRICTIONS

- PRIVATE ROAD/PARKING
- DISABLED BAY
- CAR CLUB BAY
- NO WAITING AT ANY TIME
- NO WAITING WITH TIME RESTRICTION
- ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

- PROPOSED NO WAITING (WITH TIME RESTRICTION)
- PROPOSED NO WAITING (AT ANY TIME)
- PERMIT HOLDER BAY
- SHARED-USE BAY
- PAY AND DISPLAY BAY
- CAR CLUB BAY
- AREA BOUNDARY

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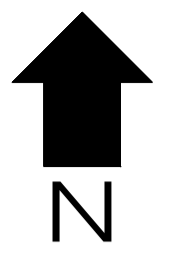
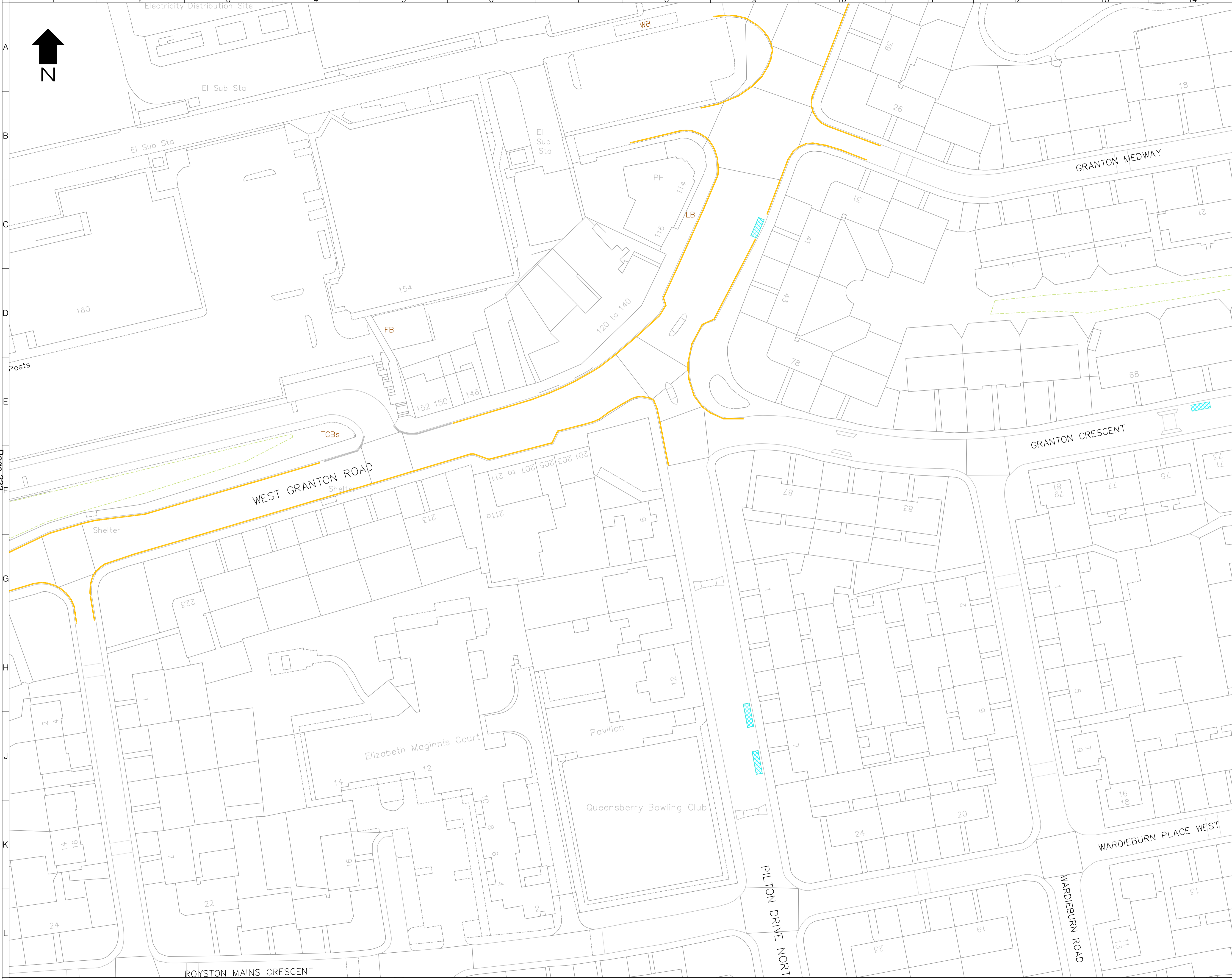
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Granton Waterfront Parking Implementation Strategy

Drawing Title
SHEET 11 OF 14

Drawing Status
FOR INFORMATION

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BF	BF	DEC/21	Not to scale	A1

Drawing No.
CEC Granton Waterfront Parking Implementation Strategy-01



LEGEND

EXISTING RESTRICTIONS

	PRIVATE ROAD/PARKING
	DISABLED BAY
	CAR CLUB BAY
	NO WAITING AT ANY TIME
	NO WAITING WITH TIME RESTRICTION
	ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

	PROPOSED NO WAITING (WITH TIME RESTRICTION)
	PROPOSED NO WAITING (AT ANY TIME)
	PERMIT HOLDER BAY
	SHARED-USE BAY
	PAY AND DISPLAY BAY
	CAR CLUB BAY
	AREA BOUNDARY

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Rev	Date	Description	Drn	Chk	App
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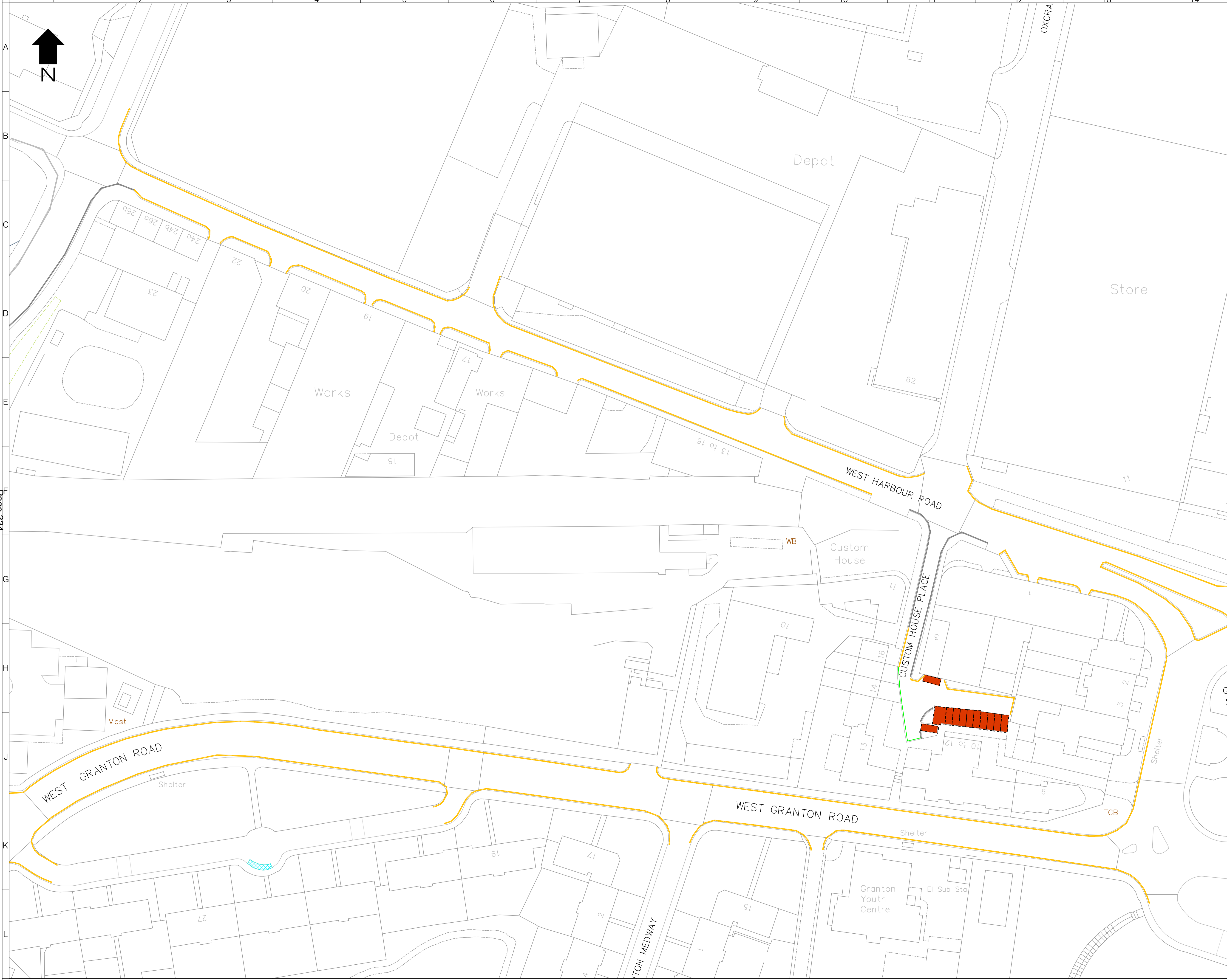
Project
Granton Waterfront Parking Implementation Strategy

Drawing Title
SHEET 12 OF 14

Drawing Status
FOR INFORMATION

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BF	BF	DEC/21	Not to scale	A1

Drawing No.
CEC Granton Waterfront Parking Implementation Strategy-02



LEGEND

EXISTING RESTRICTIONS

	PRIVATE ROAD/PARKING
	DISABLED BAY
	CAR CLUB BAY
	NO WAITING AT ANY TIME
	NO WAITING WITH TIME RESTRICTION
	ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

	PROPOSED NO WAITING (WITH TIME RESTRICTION)
	PROPOSED NO WAITING (AT ANY TIME)
	PERMIT HOLDER BAY
	SHARED-USE BAY
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	CAR CLUB BAY
	AREA BOUNDARY

PARKING LAYOUTS MAY BE SUBJECT TO CHANGES TO TAKE ACCOUNT OF CONSULTATION FEEDBACK AND/OR MOVEMENT OF COUNCIL ASSETS

Rev	Date	Description	Drm	Chk	App
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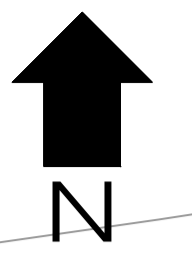
Project
Granton Waterfront Parking Implementation Strategy

Drawing Title
SHEET 13 OF 14

Drawing Status
FOR INFORMATION

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BF	BF	DEC/21	Not to scale	A1

Drawing No. CEC Granton Waterfront Parking Implementation Strategy-03



LEGEND

EXISTING RESTRICTIONS

	PRIVATE ROAD/PARKING
	DISABLED BAY
	CAR CLUB BAY
	NO WAITING AT ANY TIME
	NO WAITING WITH TIME RESTRICTION
	ZIG ZAG (SCHOOL KEEP CLEAR)

PROPOSED

	PROPOSED NO WAITING (WITH TIME RESTRICTION)
	PROPOSED NO WAITING (AT ANY TIME)
	PERMIT HOLDER BAY
	SHARED-USE BAY
	PAY AND DISPLAY BAY
	CAR CLUB BAY
	AREA BOUNDARY

PARKING LAYOUTS MAY BE SUBJECT TO CHANGES TO TAKE ACCOUNT OF CONSULTATION FEEDBACK AND/OR MOVEMENT OF COUNCIL ASSETS

Rev	Date	Description	Drm	Chk	App
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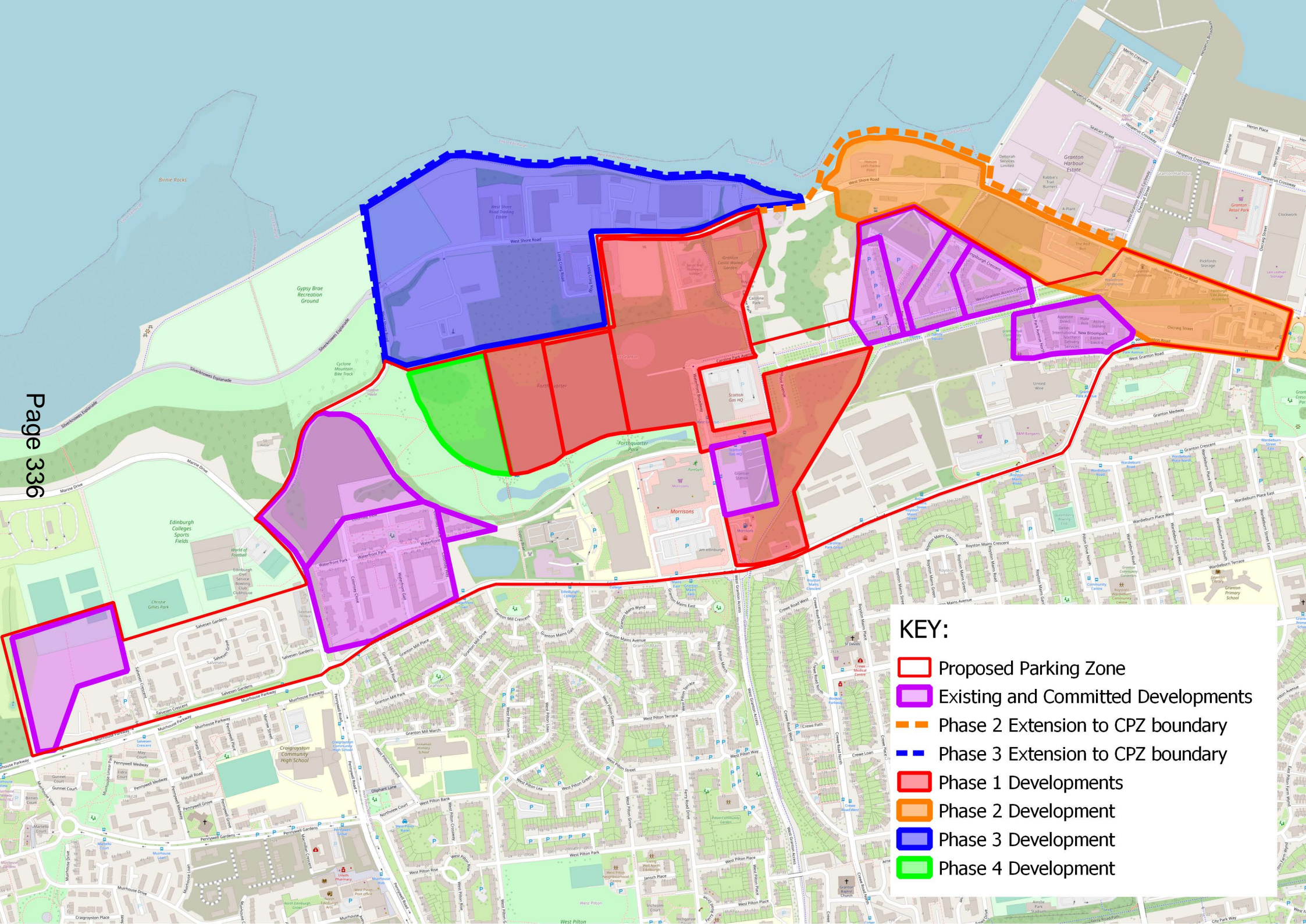
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Drawing Title
SHEET 14 OF 14









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Drawn	Designed	Date	Scale	Size
BF	BF	DEC/21	Not to scale	A1

Drawing No. CEC Granton Waterfront Parking Implementation Strategy-04



KEY:

-  Proposed Parking Zone
-  Existing and Committed Developments
-  Phase 2 Extension to CPZ boundary
-  Phase 3 Extension to CPZ boundary
-  Phase 1 Developments
-  Phase 2 Development
-  Phase 3 Development
-  Phase 4 Development

Categories of property: Existing and proposed eligibility for permits

Property category		Permits Per household	Exceptions ¹ See note 1 for general exceptions
Residential properties in the central and peripheral Controlled Parking Zone (CPZ) Applies generally to all properties ² within Zones 1 through 8 inclusive.			
A	New build	None	Properties being constructed on a narrow ³ 'gap' site which makes provision of on-site parking either impractical or undesirable. In this case the allowance is 1 permit per household.
B	Newly sub-divided or converted, utilising buildings that: a. were originally dwellings; or b. have the character of dwellings ³ ; and/or c. are listed buildings.	One	1. Properties where there is scope to provide sufficient off-street parking to provide 1 space per dwelling without compromising other Planning policies. 2. Where conversion of any listed building or any part of a listed building results in the removal of off-street parking provision. No entitlement in these cases.
C	Newly sub-divided or converted, utilising buildings that do not fall into any of the categories set out in B above.	None	Properties on a narrow ² 'gap' site which makes provision of on-site parking either impractical or undesirable. As A above.
Residential properties in all other zones of the CPZ and all Priority Parking Areas (PPAs) Applies generally to all properties.			
D	New build	One ⁴	None
E	Sub divided, or converted	One ⁴	None
All student housing - Applies to all new build and converted student housing in all Zones (CPZs) and Priority Parking Areas (PPAs).			
F	All student housing	None	None

Notes.

1. General exceptions
 - a. Drivers who hold a current blue badge;
 - b. Live-in carers of a disabled person exempt from restrictions. Other carers of disabled people dealt with on a case by case basis
 - c. Where a developer is providing on-street parking or improving the layout of existing on-street spaces. Such developments will be dealt with on a case by case basis.
2. "Narrow" will be defined on a site by site basis. In these cases, the usual position will be to allow one permit per household, provided that the site has been identified during the planning process as qualifying for "narrow" status, otherwise the general provision of **no permits** will apply.
3. Applies, for example, to buildings that may have been built all or part as offices or shops that are in buildings similar in character to primarily residential properties on the same street.
4. More onerous restrictions may be applied to any property, properties or development in any of the above categories through the Planning process or retrospectively, on a case by case basis, in support of Council policies and objectives.

Residents Permits - New Charges from 3 April 2023

		Bands	1	2	3	4	5	6	7
		Engine Size (cc)	0 to 1000	1001 to 1200	1201 to 1800	1801 to 2000	2001 to 2500	2501 to 3000	3001+
		CO ₂ (g/km)	0 to 100	101 to 120	121 to 140	141 to 165	166 to 185	186 to 225	226+
Charges - Central Zones (1-4)	Permit 1	3 Month Permit 6 Month Permit 12 Month Permit	Not Applicable Not Applicable £70.20	£55.80 £100.60 £167.60	£80.50 £145.20 £242.00	£98.20 £176.90 £294.90	£116.40 £209.70 £349.60	£153.00 £275.70 £459.50	£221.30 £398.80 £664.70
	Permit 2	3 Month Permit 6 Month Permit 12 Month Permit	Not Applicable Not Applicable £84.30	£67.00 £120.70 £201.20	£100.70 £181.50 £302.50	£122.70 £221.20 £368.70	£145.50 £262.20 £437.00	£198.90 £358.40 £597.40	£287.70 £518.50 £864.10
Charges - All Other Zones (5-8, S1-S4 & N1-N5)	Permit 1	3 Month Permit 6 Month Permit 12 Month Permit	Not Applicable Not Applicable £34.70	£27.20 £49.10 £81.90	£38.90 £70.20 £117.00	£47.20 £85.00 £141.70	£55.50 £100.10 £166.90	£72.10 £129.90 £216.50	£102.00 £183.80 £306.30
	Permit 2	3 Month Permit 6 Month Permit 12 Month Permit	Not Applicable Not Applicable £41.70	£32.70 £58.90 £98.30	£48.70 £87.70 £146.20	£59.00 £106.30 £177.10	£69.40 £125.10 £208.60	£93.70 £168.90 £281.50	£132.60 £238.90 £398.20

Transport and Environment Committee

10.00am, Thursday, 16 November 2023

Communal Bin Review Update

Executive/routine
Wards

Executive
All

1. Recommendations

- 1.1 Transport and Environment Committee is asked to:
 - 1.1.1 Note the outcome of the performance monitoring update for Phase 1 (Appendix 1);
 - 1.1.2 Note the progress of the Communal Bin Review project and delivery of Phase 3;
 - 1.1.3 Approve the revised timeline for the delivery of the communal bin hubs roll-out (Appendix 2);
 - 1.1.4 Note the bin hub locations of Phase 3 and Phase 4 have been reviewed in line with the Review Framework agreed in May 2023 and the outcomes are outlined in Appendices 3 and 4;
 - 1.1.5 Approve the next stage of the phase 5 within World Heritage Site (WHS) as per Appendix 5; and
 - 1.1.6 Note that side-loading bins will be removed from the WHS area and replaced with Euro bins due to operational reasons.

Paul Lawrence

Executive Director of Place

Contact: Andy Williams, Head of Neighbourhood Environmental Services

E-mail: andy.williams@edinburgh.gov.uk | Tel: 0131 469 5660

Communal Bin Review Update

2. Executive Summary

- 2.1 This report provides an update on the delivery and monitoring of the Communal Bin Review project and the implementation of increased collection schedules (Appendix 1).
- 1.1 It also provides an update on the timelines for implementation and seeks approval to revise the timescale of the project to allow the roll-out to continue in the areas of Phases 4 and 5 (as outlines in Appendix 2).
- 2.2 The report provides an update on the outcome of the review of bin hub locations for Phases 3 and 4 (Appendices 3 and 4) in line with the new review framework approved by Committee in May 2023.
- 2.3 The report also addresses the request by Committee to improve recycling services for residents on communal bin services within the World Heritage Site (WHS) (Phase 5 of the project) as outlined in Appendix 5.
- 1.2 Finally, the report also responds to the motions/amendments agreed by Committee in May 2023.

3. Background

- 3.1 On 27 February 2020, Transport and Environment Committee approved the [report](#) outlining the approach to implementation of the communal bin review project. This included setting out the parameters and criteria to be used to determine the locations of each bin hub and they type of bins that would be used for non-recyclable waste, mixed recycling, food waste and glass.
- 3.2 Phases 1 and 2 have been implemented. Phase 3 started in September 2023 and Phase 4 is due to commence in early 2024. Phase 5 (WHS) was paused following concerns raised by heritage bodies and community groups. This report provides an update on the work being undertaken to achieve the project objectives whilst acknowledging the heritage status of this unique area.
- 3.3 On 18 May 2023 Committee approved a [report](#) outlining a Review Framework to allow officers to check bin hub locations and allow some flexibility in their

positioning. This report provides the outcome of the reviews undertaken for bin hub locations in Phases 3 and 4.

4. Main report

Implementation update: phase 1

- 4.1 The implementation of Phase 1 was completed in March 2022, while the effectiveness of the changes was monitored for the period January to March 2023 and reported to Transport and Environment in May 2023. An update on the performance monitoring for the period January to September 2023 is outlined in Appendix 1.
- 4.2 Requests for service for overflowing communal bins (non-recyclable waste and mixed recycling) for the period January to September 2023 have decreased, with a significant drop in communal mixed recycling complaints (85%) compared to pre-pandemic levels. This demonstrates how the changes have successfully addressed the lack of capacity for residents to recycle.
- 4.3 Dumping and fly-tipping continues to be observed at some bin hubs and communal bins. To help tackle these issues, additional resources have been introduced to overlap with communal bin routes to ensure dumped items are removed as quickly as possible. Communication materials continue to be distributed to residents and attached to bins, highlighting the appropriate means of disposing of unwanted household goods.

Implementation update: Phase 2

- 4.4 Approximately 190 on-street bin hub locations were introduced in Gorgie, Shandon, Roseburn and Corstorphine, Trinity, Newhaven and Portobello between late 2022 and early 2023.
- 4.5 The roll-out to off-street locations in Gorgie, Shandon, Roseburn and Corstorphine (e.g. developments where bins are stored in private car parks, and/or internal/external bin stores) has progressed with the delivery of 56 food waste bins, circa 40 glass bins, and over 85 more mixed recycling bins ((with either changes to non-recyclable waste and paper bins or additional mixed recycling bins have been delivered) available to residents for recycling.

Implementation update: Phase 3

- 4.6 Approximately 355 on-street bin hub locations are currently being introduced in Polwarth, Darly, Hillside, Broughton, Comely Bank, Marchmont, Morningside and Churchill to service around 15,000 properties.
- 4.7 As part of the implementation of the new bin hubs within Phase 3, nearly 450 side loading bins, which used to collect non-recyclable waste have been removed. All on-street non-recyclable waste, mixed recycling, packaging and paper wheeled communal bins (mainly 1280 litre bins) are being removed and sent for refurbishment.

- 4.8 Over 1,400 new or refurbished non-recyclable waste and mixed recycling bins are being installed, together with the deployment of 355 new or refurbished glass bins and 355 new food waste housing containers.
- 4.9 For all on-street non-recyclable waste and mixed recycling bins, the new increased collection frequency (every other day) started in Summer 2023 in Polwarth, Dalry and Hillside areas. Broughton, Comely Bank, Marchmont, Morningside and Churchill will be receiving the enhanced service by end of December 2023.
- 4.10 The majority of the off-street locations for Phase 3 have been completed with the delivery of over 72 food waste bins, nearly 40 glass bins, and approx. 90 more recycling bins available to residents for recycling.

Implementation update: Phase 4

- 4.11 Bin hub locations as part of Phase 4 (including Stockbridge, Canonmills, Fountainbridge, Tollcross, Sciennes, Southside, St Leonard's, Newington and Prestonfield) require a Traffic Regulation Order (TRO) process for the peripheral and central Controlled Parking Zone (CPZ) areas 3, 4, 5A, 6, 7 and 8. The TRO process for Phase 4 began in April 2023 and is due to be completed in by early 2024.
- 4.12 Subject to the outcome of the TRO process, it is anticipated that the implementation of the new bin hubs will begin in February 2024.

Implementation update: Phase 5

- 4.13 Implementation of Phase 5 within the WHS was paused to allow a feasibility study of possible alternative waste collection solutions to be carried out by the Association for Public Service (APSE). The outcome report is attached in Appendix 6. This leans heavily towards an underground solution which is not an affordable or pragmatic solution in the short term.
- 4.14 Furthermore, Council officers have been working closely with the New Town and Broughton Community Council (NTBCC) and street Residents Associations to undertake a pilot using green gull proof sacks to replace the red box service and improve recycling capacity available to residents. In May 2023, Committee agreed to extend the pilot, and this commenced in November 2023. Further details of the trial are available in Appendix 5.
- 4.15 Appendix 5 also provides details on proposals for the waste and recycling collections service within the Phase 5 area. In summary, it is proposed that properties in Area A will be serviced with communal bin hubs for the reasons outlined.
- 4.16 In Area B, pending the outcome of the trial, it is proposed that the gull proof sack service will be extended to all these properties, with communal bins removed.
- 4.17 In Area C assessments will be undertaken to identify the feasibility to move properties on gull proof sacks service to communal bin service or vice versa to maintain consistency within the areas.

- 4.18 The Council will progress with the removal of the side loading bins and replace these with wheeled communal bins within Phase 5 as the vehicles used to service these specialist bins are being replaced. This change will be carried out in Spring/Summer 2024.
- 4.19 For properties within Phase 5 that are currently provided with a kerbside wheeled bin service, there will be no changes to their waste and recycling service provision.

5. Next Steps

- 5.1 Implementation will continue as outlined in the main report and in Appendix 2.
- 5.2 Committee will be aware that the introduction of the Scottish Government's Deposit Return Scheme (DRS) has been delayed until October 2025 at the earliest. The implications of this commitment will be tracked throughout the lifecycle of the project. Elected Members should be aware that the DRS will remove both recyclable and (currently) non-recyclable material from the control of the Council and this may have a negative impact upon the Council's overall recycling performance. The extent of the impact will not be fully known until the DRS is fully operational and monitoring has taken place.
- 5.3 Bin hub locations as part of Phases 1, 2 and A are already installed. Progress with the locations review, applying the review framework, is expected to be completed by the end December 2023.

6. Financial impact

- 6.1 The Council has committed over £3.2m of capital investment to upgrade communal bins.
- 6.2 In addition, the Council successfully obtained £7.7m from Zero Waste Scotland's [Recycling Improvement Fund](#) (RIF). Funding was granted for refurbishment of bins, corralling and associated roadworks, electric refuse vehicles, in-cab devices and bin sensors. Further information regarding the funding was provided in the [Business Bulletin](#) to Transport and Environment Committee on 27 January 2022.
- 6.3 Costs have, however, increased as a result of the global economic challenges which are feeding through to the costs associated with equipment and fuel in particular. The cost of bins and containers have increased by approximately 25-30%.
- 6.4 To off-set these costs, an application for additional funding from Zero Waste Scotland, under the RIF was submitted and additional funding of £792,000 has been secured for the roll out of the project.

7. Equality and Poverty Impact

- 7.1 The Integrated Impact Assessment has been reviewed due to the changes for the framework review which was approved at transport and environment committee in May 2023 and also in consideration of the lessons learnt from the implementation of Phases 1 and 2.
- 7.2 Updated [IIA](#) is available on the Council website.

8. Climate and Nature Emergency Implications

- 8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity. The Council

“must, in exercising its functions, act in the way best calculated to contribute to the delivery of emissions reduction targets”

(Climate Change (Emissions Reductions Targets) (Scotland) Act 2019), and

“in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions”

(Nature Conservation (Scotland) Act 2004)

- 8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

Environmental Impacts

- 8.3 One of the key objectives of the project is to support improvements in recycling performance. By reducing resource consumption, this serves to reduce future climate change as well as provide other environmental benefits such as a reduction of resource extraction, and therefore protect biodiversity.
- 8.4 The increase in frequency for non-recyclable waste and mixed recycling to every other day will reduce incidents of overflowing bins which will reduce side waste and litter which could have a positive impact on the marine and urban environment.
- 8.5 In the longer term, residents' positive behaviour changes will potentially help in reducing overall waste volumes and to reduce net waste quantities, reducing the number of vehicle trips required and reducing associated vehicle emissions.
- 8.6 Changes to fleet will be taking place via scrappage of fossil-fuelled vehicles and modal shift to electric waste vehicles (EVs), in line with local, national and international targets, including the city's Low Emissions Zone (LEZ), and as such will contribute to an improvement in local air quality.
- 8.7 The delivery of the project also supports delivery of the Council's Net-Zero 2030 strategy.

- 1.3 The project does not in itself contribute to the mitigation of climate change impacts which are already taking place.

9. Risk, policy, compliance, governance and community impact

- 9.1 The parameters and criteria approved by Committee in February 2020 are based on accessibility, health and safety, legislative requirements to ensure the bin hubs provide the appropriate services and can be accessed and serviced safely by residents and operational collection crews.
- 9.2 All efforts are made to accommodate requests both from residents or Elected Members to move locations including meeting on site with residents and ward councillors. The review framework approved by Committee in May 2023 includes greater flexibility on walking distance and crossing the road to dispose waste and recycling under certain circumstances.
- 9.3 If an alternative location can be found which meets the framework review, bin hubs have been moved or other amendments to the bin hubs have been made e.g. reduction of number of bins, reduction in size of bin.
- 9.4 For locations as part of Phases 1, 2 and A, the installation of bins and bull bars has been already carried out and the review of these bin hub locations is anticipated to take place by the end December 2023.
- 9.5 The TRO for bin hub locations as part of Phase 3 were already approved in September 2021 and the road works and installation of bull bars started late September 2023. In Summer 2023, the bin hub locations were reviewed, and its outcome is outlined in Appendix 3. Thanks to the review framework flexibility, over 40 locations were moved which would need to go through a new TRO anticipated to be advertised by early 2024.
- 9.6 For locations as part of Phase 4, engagement with residents took place before the statutory consultation as part of the TRO process to allow members of the public to provide feedback on the new bin hub locations proposal. The engagement process was carried out in June/July 2023 and it included the postage of letters to all properties that use the communal bin service or are in the proximity of the proposed bin hub. In addition, seven engagement events in the areas were organised to provide information on how to provide feedback and general information about the aim of the project. The feedback received supported the determination of the final bin hub locations in accordance with the review framework which has led to changes to 24 locations. The TRO process is underway to secure the changes in parking restriction and the installation of bull bars and implementation of the new bins hubs is anticipated in early 2024.
- 9.7 For locations as part of Phase 5, if recommendation the report recommendations are approved, engagement will continue with Edinburgh World Heritage and Historic Environment Scotland to agree the bin hub locations for Area A and agree the measures to mitigate the impact on the WHS.

- 9.8 Engage with the public prior to the statutory TRO process will also be progressed. The feedback provided by members of the public on specific locations will be considered and accommodated where possible and in accordance with the review process. This will support the determination of final bin hub locations that will undergo the statutory consultation for the TRO process.
- 9.9 If recommendation 1.1.6 is approved, engagement will be undertaken with residents in Areas A, B and C of Phase 5. This will follow the process followed for Phase 4.
- 9.10 The delivery of the project supports the Council's [waste and cleansing strategy](#).

10. 10. Background reading/external references

- 10.1 Enhancing Communal Bin Collections - Transport and Environment Committee, [7 December 2017](#).
- 10.2 Enhancing Communal Bin Collections- Update following trial to implement every other day collections - Transport and Environment Committee, [9 August 2018](#).
- 10.3 Communal Bin Enhancement Update - Transport and Environment Committee, [20 June 2019](#).
- 10.4 Communal Bin Enhancement Update - Transport and Environment Committee, [5 December 2019](#).
- 10.5 Communal Bin Enhancement Update - Transport and Environment Committee, [27 February 2020](#).
- 10.6 Communal Bin Enhancement Update –Transport and Environment Committee, [20 November 2020](#).
- 10.7 Contract Award – Purchase and refurbishment of Communal Bins - Finance and Resource Committee, [4 March 2021](#).
- 10.8 Communal Bin Enhancement Update – Transport and Environment Committee, [22 April 2021](#).
- 10.9 Contract Award – Supply and Installation of Corralling for Bin Hubs and Associated Road Works – Finance and Resources Committee, [7 October 2021](#).
- 10.10 Waste and Cleansing Services Update - Transport and Environment Committee, [31 March 2022](#).
- 10.11 Response to Motion by Councillor Whyte – Cleaning Up Edinburgh (Communal Bin Review Update) – Transport and Environment Committee, [6 October 2022](#).
- 10.12 Communal Bin Review Update – Transport and Environment Committee, [18 May 2023](#).

11. Appendices

Appendix 1 – Performance Monitoring update – Phase 1

Transport and Environment Committee - 6 November 2023

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Appendix 2 – Phasing and Timeline

Appendix 3 – Outcome of review of bin hub locations – Phase 3

Appendix 4 – Outcome of review of bin hub locations – Phase 4

Appendix 5 – Phase 5 plans – gull proof bags and communal bin hubs

Appendix 6 – World Heritage Area Waste Refuse Collection Options (APSE)

Appendix 1 – Performance Monitoring Update – Phase 1

In [May 2023](#) the effectiveness of the changes was monitored for the period January to March 2023 and compared to the same period in previous years as per Appendix 1 of the Communal Bin Review update report presented to Transport and Environment Committee.

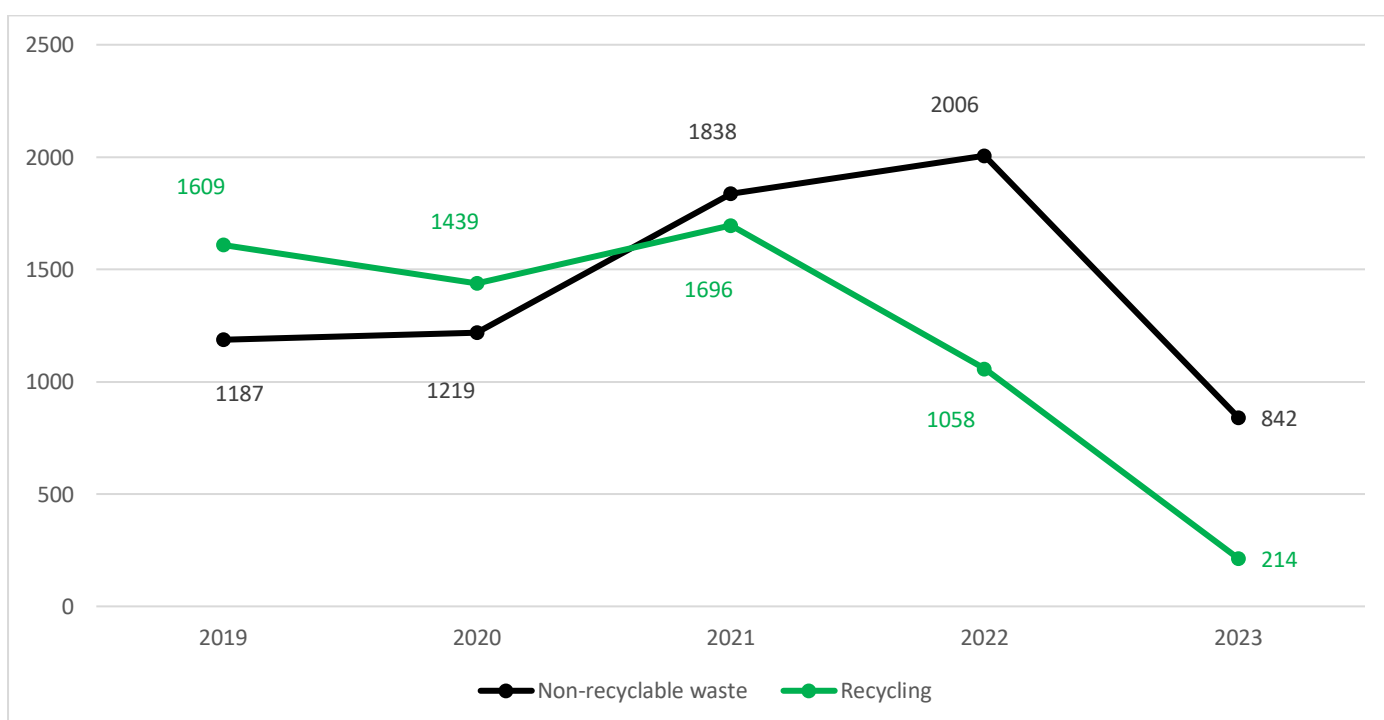
To continue monitoring the outcome of the new increased frequency of collection of non-recyclable waste and mixed recycling for on street bin hubs, the period of monitoring for phase 1 has been extended from January to March to January to September for the last 5 years (2019 to 2023). This to establish if the outcome of the monitoring carried out in the early 2023 was still valid and to ensure the benefits of the communal bin review project are still being realised.

Requests for service for overflowing communal bins

Information has been collated in relation to requests for service for full/overflowing communal bins for locations as part of Phase 1 of the Communal Bin Review (CBR) project for the period January to September for the years 2019, 2020, 2021, 2022 and 2023.

Request of service for overflowing communal bins – Phase 1 CBR					
Stream	Jan – Sep 2019	Jan – Sep 2020	Jan – Sep 2021	Jan – Sep 2022	Jan – Sep 2023
Non-recyclable	1187	1219	1838	2006	842
Recycling	1609	1439	1696	1058	214

Non-Recyclable includes requests for service for overflowing euro bins (i.e. 1100/1280/660L bins) and side loading bins (1800/2400/3200L bins). Recycling includes request of service for overflowing packaging, mixed recycling and paper bins (i.e. 1100/1280/660L bins).



It can be seen in the table and graph above that the request for service of overflowing bins has seen a decrease in 2023 compared to the previous 4 years.

The non-recyclable waste request for service in 2023 has decreased by more than 55% (from circa 1,900 to 842 for the same period of the year) compared to 2021 and 2022 and has decreased by 30% compared to 2019 and 2020 (from circa 1200 requests for service to 842 for the same period of the year).

The recycling request for service in 2023 has decreased by 85% from an average of 1,500 requests in 2019, 2020, 2021 and 2022 to 214 in the same period in 2023.

This shows how the project has addressed one of its main aims, to improve the waste and recycling service reliability. It was acknowledged there was a lack of public confidence in the communal collection system and the Council used to receive a relatively high number of service request from the public regarding full or overflowing bins. This was also a key finding in the Changeworks Consultation undertaken in early 2018 with householders living in flats in Edinburgh who identified the overflowing bins as a barrier to recycling.

Appendix 2 – Communal Bin Review Project Implementation: Phasing and Timeline

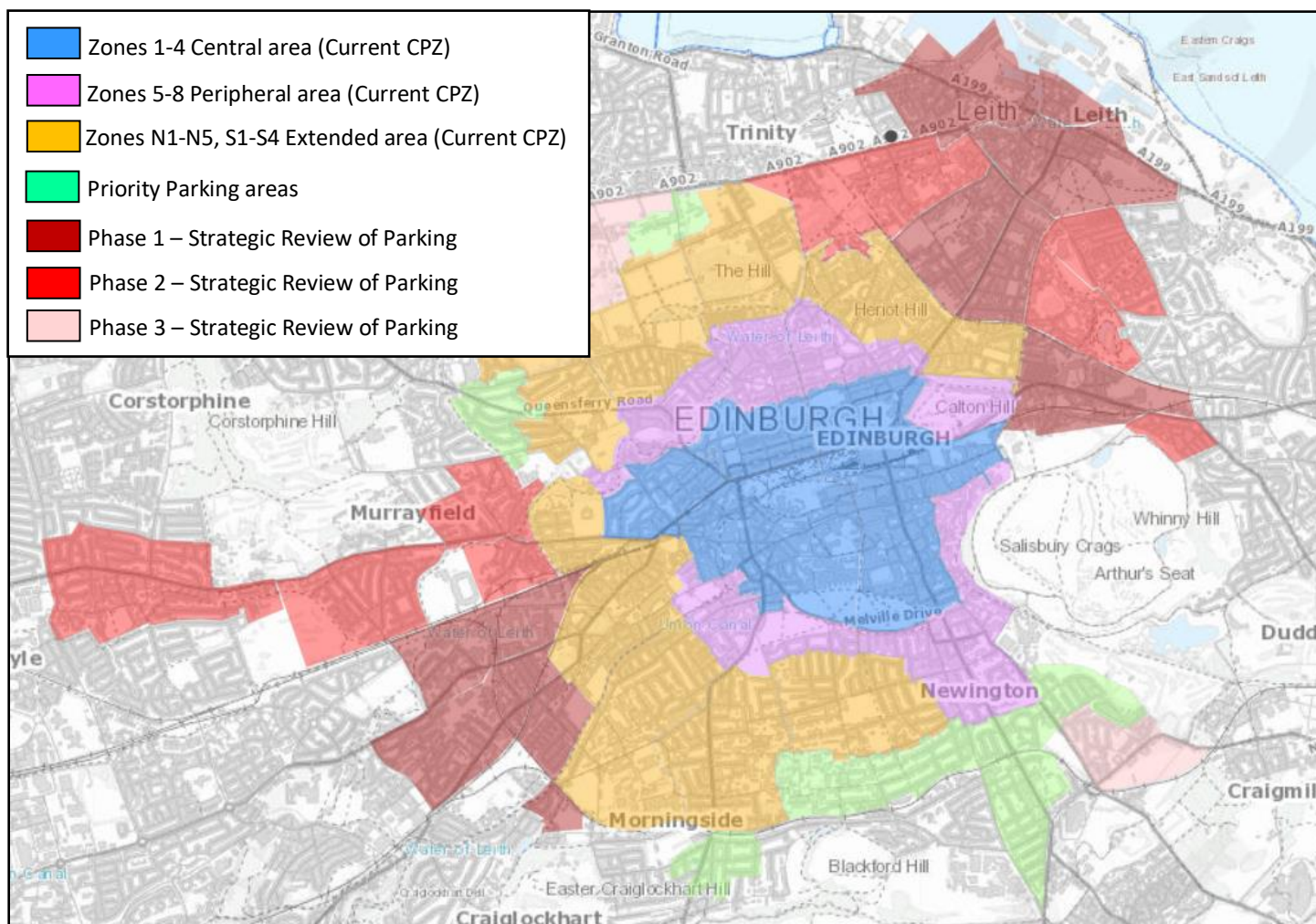
The phasing and the timeline for the project is under continuous assessment to ensure dependencies from other projects (e.g. Strategic Review of Parking) are included. The identification of the order for each phase to be rolled out depended on the need to secure Traffic Regulation Orders (TROs) in many of the areas where on-street waste and recycling bins are sited and are prevalent i.e. current Controlled Parking Zones (CPZs).

The Council’s standard approach to siting communal bins at on-street locations in controlled parking areas has been to use Traffic Regulation Orders (TRO). This process is used to amend parking places to accommodate and correctly reflect bin locations. This approach ensures that each bin location can be subject to yellow line restrictions, allowing them to be correctly enforced. It also improves transparency, as the legal process for a TRO includes a formal consultation process where the Council is legally required to consider any relevant objections received in relation to traffic management and road safety issues.

The project will change and rationalise bin locations, resulting in fewer bin locations. Following the TRO process will allow any potential loss of parking to be minimised through allowing the return of some existing bin locations to be used as parking places and to make sure that parking places in the new locations are adjusted accordingly. The TRO process also ensures that the allocation of space, or the split in parking, is appropriate and usable.

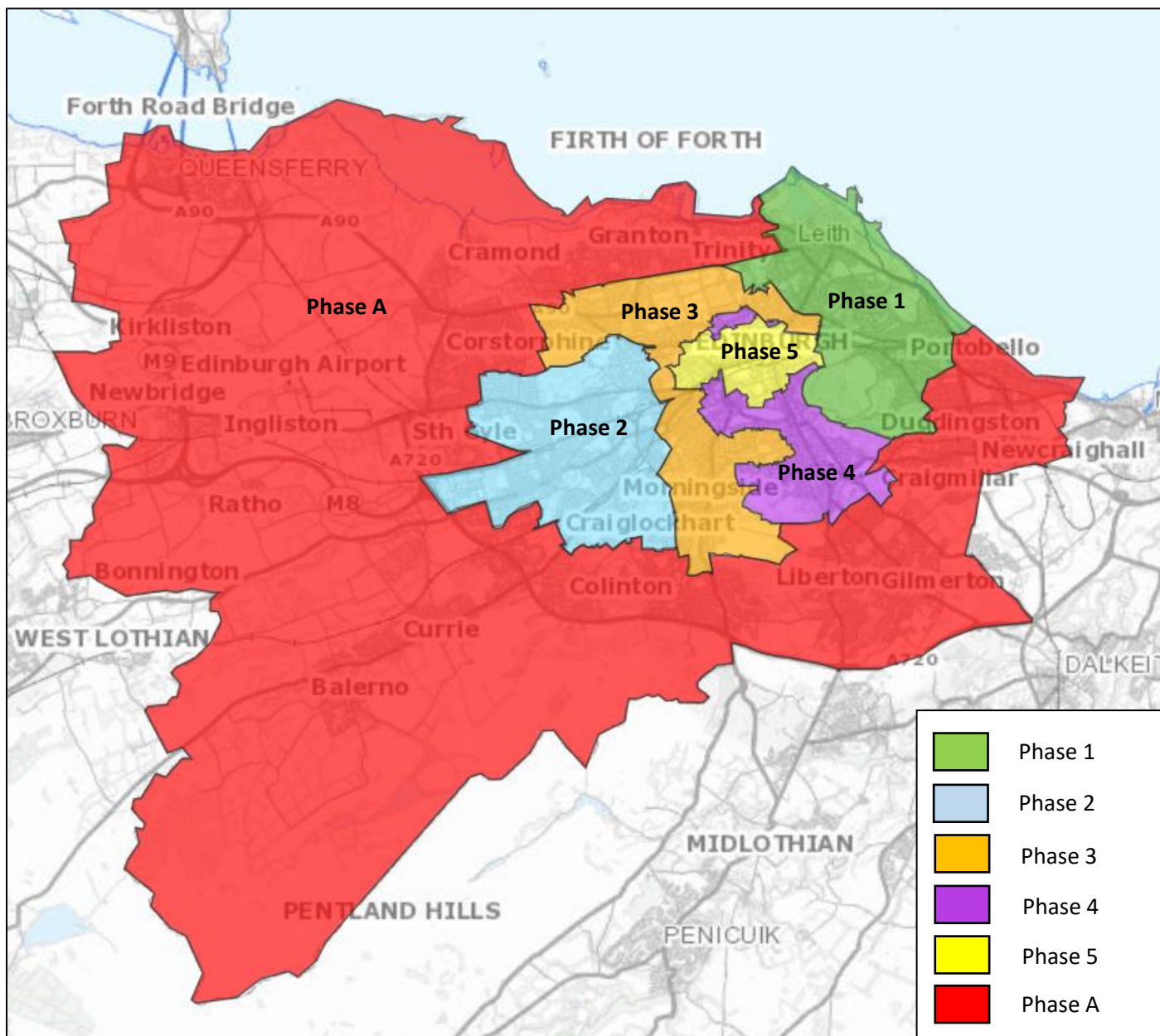
TROs are a process designed to encourage transparency, accountability and to ensure that affected stakeholders can become actively engaged in a process that legally requires Councils to consider their comments.

TROs are needed in the controlled parking zones (CPZ), 1-8, N1-N5, S1-S4 which include Southside, Marchmont, Bruntsfield, Merchiston, Fountainbridge, Dalry, West End, Comely Bank, Stockbridge, Canonmills, Broughton, Hillside and the City Centre.



Map 1 – Controlled Parking Zones

The TRO process, which is required to change the road layout within existing controlled parking zones, takes a minimum of 6-12 months and up to 18 months to determine and implement changes. Considering the length of the TRO process, which we anticipate being on average 9 months long the following maps and tables show the phases.



Map 2. CBR project phasing

Phase 1 – Leith, Leith Walk and Craigentenny area

The implementation of on street locations for phase 1 of the project was completed by August 2022. The outstanding off-street locations (i.e. developments where bins are stored in private car parks, and internal or external bin stores) have been implemented.

Phase 2 – Gorgie, Roseburn and Corstorphine

The implementation of phase 2 on street locations was completed by April 2023. The off-street locations (i.e. developments where bins are stored in private car parks, and internal or external bin stores) are due to be implemented during Autumn/Winter 2023.

Phase 3 – Broughton, Hillside, Inverleith and Marchmont

Areas within Phase 3 of the project are within current CPZs S1-S4 and N1-N5. These required a TRO process to amend the parking restrictions. TROs for these areas were advertised in Autumn 2021 and the objections have been discussed. The TROs were approved by the [Transport and Environment Committee on 1 September 2022](#).

In the summer 2023 the project team reviewed the bin hub locations and its outcome is outlined in Appendix 3. Thanks to the review framework flexibility over 40 locations were moved which would need to go through a new TRO anticipated to be advertised by early 2024 and their implementation is expected to be carried out mid-2024.

The implementation of the new bin hub locations within CPZs S1-S4 and N1-N5 started in September 2023 and are due to be completed by December 2023. The majority of the off-street locations have been completed.

CBR Phase	Timescale	CPZ area (colour coded as per map 1)	Section	No. properties (approx.)	Ward affected
3	July 2023 – January 2024	Current CPZ – Extended area	S1 (Marchmont) S2 (Churchill) S3 (Merchiston) S4 (Dalry)	13,300	7- Sighthill/Gorgie 6 – Corstorphine/Fairmilehead 10 – Morningside 11- City Centre 15 – Southside
			N1 (Hillside and Broughton) N2 (Inverleith) N3 (Inverleith)	12,000	5 - Inverleith 11 – City Centre 12 – Leith Walk 14 – Craightinny/Duddington
		Outwith Current and future CPZ	Remaining Morningside (except CPZ 8) Inverleith (except CPZ 5-5a)	2,600	5 - Inverleith 10 – Morningside
			Total	27,900	

Table 3. Phase 3 number of properties

Phase 4 – Southside, Newington, Prestonfield and some parts of Stockbridge and Canonmills

Areas within Phase 4 of the project which are within current CPZs 3, 4, 5A, 6, 7 and 8 require a TRO process to amend the parking restriction. The TROs process for these areas started in April 2023 and is expected to be finalised by early 2024. The implementation stage for communal bin locations for phase 5 are anticipated to start February 2024.

Off street locations are due to be implemented before and the same time of the on-street bin hub locations.

CBR Phase	Timescale	CPZ area (colour coded as per map 1)	Section	No. properties (approx.)	Ward affected
4	January – June 2024	Current CPZ – Central Area	3 (Old Town and Southside) 4 (Fountainbridge)	5,100	9 – Fountainbridge/Craiglockhart 11- City Centre 15 – Southside
		Current CPZ – Peripheral Area	5 (Dean) 6 (Stockbridge and Canonmills) 7 (Dumbiedykes-Sciennes) 8 (Bruntsfield)	10,300	5- Inverleith 11 – City Centre 15 - Southside
		Outwith Current and future CPZ	Southside	2,000	15 - Southside
			Total	17,400	

Table 4. Phase 4 number of properties

Phase 5 – World Heritage Site (WHS) – City Centre

Phase 5 includes on-street locations within the WHS and CPZs 1-6. The TRO process for this phase is currently paused while the Council undertakes a feasibility study of alternative solutions. More information on the recommended approach to be taken in Phase 5 is available in the Appendix 5 - Phase 5 plans – gull proof bags and communal bin hubs.

Off street locations are due to be implemented between from early 2024 to Summer 2024.

CBR Phase	Timescale	CPZ area (colour coded as per map 1)	Section	No. properties (approx.)	Ward affected
5	On hold	Current CPZ – Central Area	1 (Westend) 1a (New Town) 2 (New Town) 3 (Old Town and Southside) 4 (Fountainbridge)	10,600	9 – Fountainbridge/Craiglockhart 11- City Centre 15 – Southside
		Current CPZ – Peripheral Area	5 (Dean) 6 (Stockbridge and Canonmills)	5,300	5- Inverleith 11 – City Centre 15 - Southside
			Total	15,900	

Table 5. Phase 5 number of properties

Phase A

The majority of the areas included in phase A have a prevalence of off-street locations (i.e. private developments). Those locations can be assessed at any time and waste and recycling changes will be implemented on an on-going basis through the project implementation period.

Due to operational efficiencies, on street locations within Portobello, Newhaven and Trinity areas as part of Phase A were implemented by December 2022.

CBR Phase	Timescale	CPZ area (colour coded as per map 1)	Section	No. properties (approx.)	Ward affected
A	On-going during the project	Outwith Current and future CPZ	Forth Portobello/Craigmillar Liberton/Gilmerton Colinton/Fairmilehead Pentland Hills Drumbrae/Gyle Almond	25,500	1 – Almond 2 – Pentland Hills 3 – Drumbrae/Gyle 4 - Forth 8 – Colinton-Fairmilehead 16- Liberton/Gilmerton 17 – Portobello/Craigmillar
			Total	25,500	

Table 6. Phase A number of properties

Appendix 3 – Outcome of review of bin hub locations – Phase 3

All the bin hub locations for Phase 3 have been reviewed with reference to the review framework approved by Transport and Environment Committee in May 2023. It is concluded that alternative bin locations could be found for the locations below:

Reference	Location	Reference	Location
N1-26	42 Broughton Road	S2-52	41 Colinton Road
N1-30	89 Broughton Road	S2-59	203 Bruntsfield Place
N1-45	7 Bellevue Terrace	S3-15	28 Mardale Crescent
N1-56	60 Brunswick Street	S3-18	1 Merchiston Crescent
N1-61	66 Montgomery Street	S3-20	59 Merchiston Crescent
N1-65	7 West Montgomery Place	S3-21	31 Polwarth Gardens (Mertoun Place)
N1-67	119A Montgomery Street	S3-22	30 Mertoun Place
N1-82	20 Elgin Terrace	S4-03	17 Murieston Crescent
N1-94	15 Brunton Place	S4-04	3 Murieston Place
N1-104	2 West Norton Place	S4-05	8 Murieston Crescent
N2-01	1 Inverleith Avenue	S4-06	8 Murieston Terrace
N2-09	19 Eildon Street	S4-23	8 Cathcart Place
N2-10	11 Eildon Street	S4-33	3 Caledonian Crescent
N2-11	73 Inverleith Row	S4-52	35 Gibson Terrace
N2-15	36 Howard Place	S4-53	15 Gibson Terrace
N3-33	14 Learmonth Gardens	S4-54	3 Gibson Terrace
N3-41	11 Dean Park Street	S4-71	36 Watson Crescent
N3-48	17 Cheyne Street	S4-98	27 Ardmillan Place
S1-10	54 Marchmont Road	S4-102	105 Harrison Road
S1-29	84 Strathern Road	S4-105	47 Bryson Road
S2-01	2 Bruntsfield Terrace	S4-106	35 Caledonian Crescent
S2-09	32 Cuddy Lane		

Letters with a map illustrating the new bin sites were posted to residents in August 2023 and information has been sent to local Councillors, Community Councils and Transport and Environment Committee members.

These new bin hub locations, as per list above, will need to go through a new Traffic Regulation Order (TRO) process which is anticipated to be advertised in early 2024. It is anticipated that the new bin hubs for the locations listed above will be delivered in mid-2024.

The maps for bin hub locations as part of phase 3, both the ones on the list above and the ones that will be delivered from late September 2023 are available online depending on which controlled parking zone they fall in: [N1](#), [N2](#), [N3](#), [N5](#), [S1](#), [S2](#), [S3](#) and [S4](#). These maps are also available through a link in the city map on the communal bin review project [page](#).

The rest of the locations within Phase 3 have started to be installed from late September 2023 and are due to be completed by December 2023. However, for the locations mentioned above, the historic bin locations will be retained until the new TRO is secured.

To ensure continuity with operational services, some of the historic bins, as per the locations in the list above, might change in type or size (i.e., a large side loading bin may be swapped for smaller wheeled 1100/1280L bins), however the frequency of collection will be adjusted to ensure enough capacity is provided and to prevent overflowing issues. Existing bins will not be moved from the historic locations listed above until new hubs are installed.

Appendix 4 – Outcome of review of bin hub locations – Phase 4

All the bin hub locations for Phase 4 have been reviewed with reference to the review framework approved by Transport and Environment Committee in May 2023 and with consideration to the comments received from residents through the engagement undertaken in June-July 2023. It is concluded that alternative bin locations could be found for the locations below:

Reference	Location	Reference	Location
Z3-02	11 Bernard Terrace	Z7-11	4 Gladstone Terrace
Z4-05	2 Leven Terrace	Z7-21	1 Sciennes Hill Place
Z4-24	12 Lonsdale Terrace	Z7-40	4 Oxford Street
Z4-26	14 Lauriston Gardens	Z7-50	51 Salisbury Road
5A-20	2 Perth Street	Z7-52	57 St Leonard's Hill
5A-50	3 Perth Street	Z7-79	15 West Newington Place
Z5-04	34 Dean Street	Z8-19	29 Viewforth
Z6-29	27 East London Street	Z8-22	22 Viewforth
Z6-88	8 Eyre Crescent	Z8-29	4 Barclay Terrace
Z6-89	27 Eyre Crescent	Z8-45	5 Warrender Park Terrace
Z7-01	4 Fingal Place	Z8-47	45 Warrender Park Road
Z7-06	11 Livingstone Place	Z8-50	4 Roseneath Street

With reference to Glengyle Terrace and Warrender Park Road, the team is currently working with colleagues in Parks and Greenspaces to understand the implications of moving bin hubs Z4-02, Z4-03 and Z4-04 to the south side of Glengyle Terrace and Z8-40 and Z8-44 to the north side of Warrender Park Road, as residents would be required to stand on the grassed area to deposit their waste and recycling.

A letter and map showing the new bin locations were posted to residents in September 2023 and information has been sent to local Councillors, Community Councils and Transport and Environment Committee members.

It is anticipated that the new bin hubs for the locations listed above will be delivered in mid-2024.

The maps for bin hub locations as part of phase 4, available online depending on which controlled parking zone they fall in: [5A](#), [6](#), [4](#), [8](#), [3](#) and [7](#). These maps are also available through a link in the city map on the communal bin review project [page](#).

Appendix 5 - Phase 5 plans – Gull proof sacks and communal bin hubs

Phase 5 of the project was paused to allow a feasibility study of possible alternative waste collection solutions within the World Heritage Site (WHS).

The Association of Public Service Excellence (APSE) was commissioned to undertake an independent feasibility study into waste solutions for the WHS. Officers provided background information in respect of existing waste services and household numbers etc. The study drew on best practice examples employed elsewhere and feedback from stakeholders and resident representatives.

The study, which is available in Appendix 6, concluded that a pneumatic waste system, such as that employed in Bergen, would be the most beneficial solution. Officers do not consider this to be deliverable in the short or medium term from a finance and infrastructure perspective and it is therefore discounted.

The second option was suggested as URS (underground recycling system). Again, officers do not believe this to be deliverable in the short or medium term due to financial or infrastructure considerations. More investigation would require to be done from an archaeological and an infrastructure perspective. The feasibility study also recognises that this would not be suitable in all locations.

The study also highlights above ground communal bins as being preferred to Gull Proof Sacks and boxes, in part due to the requirement for a property to have railings for the sacks to hang on and both the manual handling and litter implications arising from boxes. It is however important to note that the on-site element of the feasibility study was largely conducted prior to the current trial of dry mixed recycling sacks replacing boxes. It would also be intended that new sacks would be issued with a closure flap and weighted bottom which avoids the need for them to be hung on railings.

So far, feedback on the trial from crews has been highly positive. The sacks are easier and quicker to empty than a box. Anecdotal evidence from residents in the area also suggests a positive improvement through a reduction in windblown litter on collection days.

Recycling gull proof sack trial

While the feasibility study was being undertaken, Council officers have been working closely with the New Town and Broughton Community Council (NTBCC) and street Residents Associations to undertake a pilot to improve the recycling rate in streets with gull proof sacks.

Residents in 1,000 properties were issued with green gull proof sacks to replace their red boxes for the collection of dry mixed recycling, increasing the capacity available for recycling. All other waste collections remained the same. The pilot has been running since October 2022 and the local groups have been proactive in promoting and monitoring the impact of the trial.

This was assessed via measurement of tonnages for both mixed recycling and non-recyclable waste, presentation rates and feedback from residents and operational teams. Residents have embraced the trial, and the feedback has been very positive. Operations have also seen an improvement in littering as there is less likelihood of the waste being blown out of the gull proof sacks. However, the tonnage hasn't demonstrated a significant increase in the amount of recycling collected, despite increasing capacity from 44 to 85 litre (L) and the trial has not shown a reduction in the non-recyclable waste collected.

In May 2023, Transport and Environment Committee approved the retention of the weekly collection frequency for non-recyclable waste while decreasing the size of the gull proof sacks from 180 to 70L and increasing the collection frequency for mixed recycling from fortnightly to weekly. This was to align the overall capacity with the existing policy for kerbside households (currently servicing circa 140,000 households).

This second stage of the trial is due to start in mid-November 2023.

Capacity per household per week (Litres per household per week)	Gull proof sacks capacity Stage 1	Current kerbside wheeled bin service	Gull proof sacks capacity Stage 2
Non-recyclable waste	180	70	70
Dry mixed recycling	GPS trial 85	120	170
Glass	20	20	20
Food waste	23	23	23

Table 1, comparison of capacity (Litres per household per week) between kerbside properties and residents with gull proof sacks.

Stage 2 of the trial will start in November 2023 and will be undertaken for six months. The outcome of this will be available in summer 2024.

F Committee also requested a final recommendation in respect of Phase 5 relating to mixed provision streets where both gull proof sacks and communal bin services were provided.

The mixed recycling gull proof sacks trial has addressed the issue relating to the lack of capacity for mixed recycling. Through the initial stage of the trial, started in October 2022, the capacity for mixed recycling increased from 22L to 85L per week per household (45L red box collected fortnightly and 85L mixed recycling gull proof sacks collected fortnightly) and with the second stage of the trial, planned to start mid-November 2023 the capacity will increase from 85L to 170L (170L mixed recycling gull proof sacks to be collected on a weekly basis).

The capacity for mixed recycling provided to kerbside properties is 120L per week per household (with 240L green wheeled bin collected fortnightly) and for communal bin service through the communal bin review a minimum of 140L per week per households. The capacity for recycling through the mixed recycling gull proof sacks fully align with the kerbside and communal services and it is a significant improvement with an increase from 22L to 180L per week per household.

For residents within the WHS boundaries currently provided with communal bin services, the lack of capacity for mixed recycling, food waste and glass still need to be addressed.

Moreover, issues in relation to overflowing communal bins due to overuse of these by residents who should be using the gull proof sacks are still outstanding. This is most noticeable where a mixture of services (gull proof sacks and communal bins services) is provided within a small area (i.e. Nelson Street and Northumberland Street or St Bernard Crescent and Leslie Place). It is proposed to address this by simplifying the range of services provided within each part/area of the WHS and in increasing the consistency of the approach.

It has to be noted that all properties within Phase 5 that are provided with off-street communal waste and recycling services (e.g. developments where bins are stored in private car parks, and/or

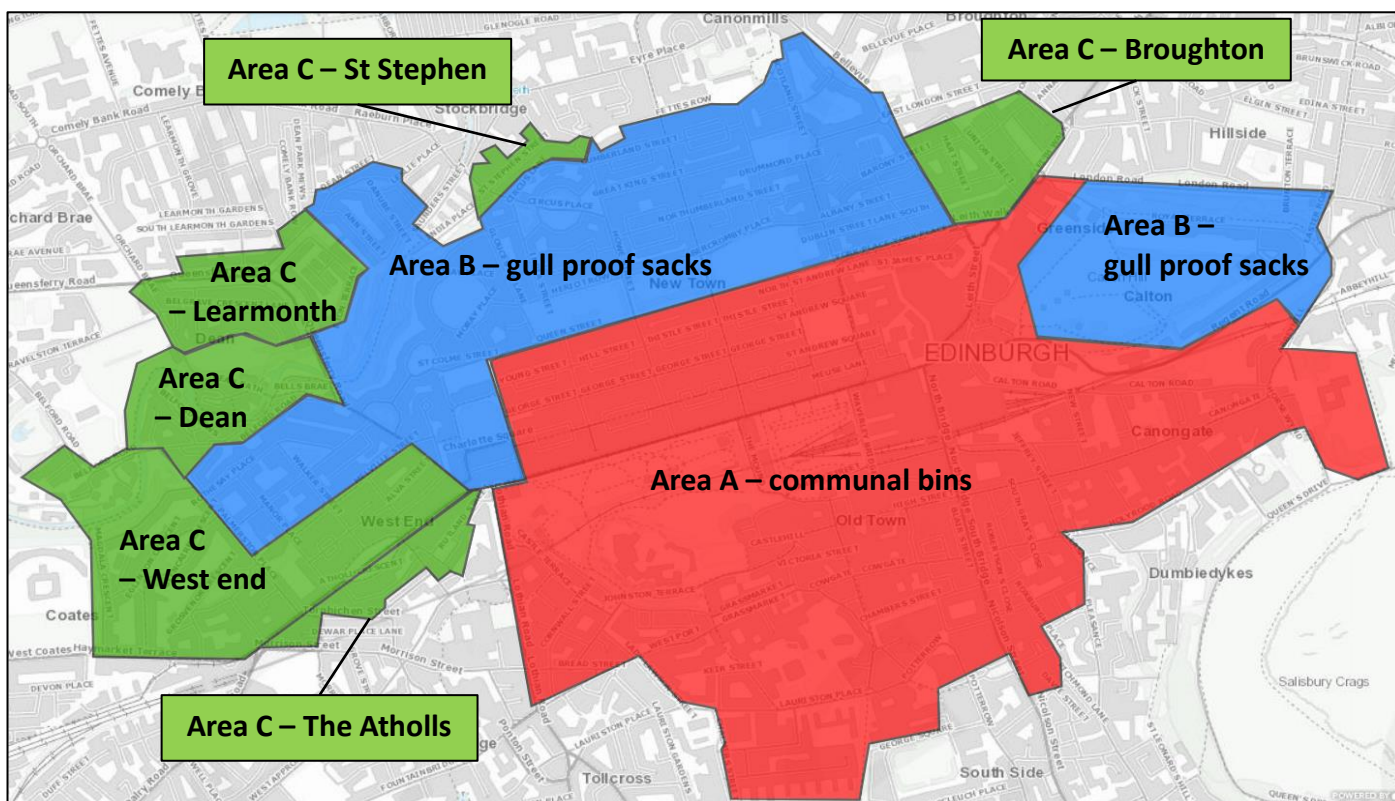
internal/external bin stores) will fall under the communal bin review project improvements. This means that for an off-street development which is currently provided with communal services every effort will be made to ensure the waste and recycling facilities are provided in line with Communal Bin Review (CBR) with the improvement of services for mixed recycling, glass and food waste bins.

For properties within Phase 5 that are currently provided with a kerbside wheeled bin service there will be no changes to their waste and recycling service provision.

To ensure a sustainable waste and recycling solution for Phase 5, three areas have been identified (A, B and C) considering a number of factors which includes:

- Current service provided i.e. kerbside, communal or gull proof sack service.
- Current service provided to nearby streets/areas to minimise the misuse of the communal bin service by residents that will be provided with gull proof sacks.

Area	No. households on street communal	No. households off-street communal	No. households on gull proof sacks	No. households on kerbside	Total no. households per area
A	3,330	3,580	0	0	6,910
B	2,050	220	1,980	210	4,460
C	3,000	240	270	250	3,760
Total	8,380	4,040	2,250	460	15,130



Area A – Old Town and George Street corridor

Area A covers most of the Old Town and the George Street corridor and it is bounded by the following streets: Lothian Road, Hope Street, Charlotte Square, Queen Street, Leith Street and Calton Hill (with the exclusion of Royal Terrace, Carlton Terrace, Regent Terrace and its Mews).

This area is currently provided with a prevalence of communal bins service with more than 3,300 properties on-street service and around 3,600 properties provided with off-street facilities.

There are no households provided with gull proof sack service.

It is recommended that within Area A the communal bin review should progress.

It is anticipated that up to 70 bin hubs would be installed in this area to improve recycling services and replace the existing bin locations. Engagement and agreement with Edinburgh World Heritage and Historic Environment Scotland is currently in progress on the specific bin hub locations. Moreover, mitigation factors will be applied to new bin hub locations within these areas to minimise the impact on the WHS.

These mitigation factors include:

- Provision of a different corralling design and finish which is more in keeping with the streetscape of the WHS (Black powder coated bespoke corralling);
- Different colour of the bin lids: deeper green for mixed recycling and glass lid to have only the flap purple to minimise visual intrusion;
- Locating bins on the opposite side of properties serviced (i.e. garden side) where this can be accommodated as per CBR framework review approved by Transport and Environment Committee in May 2023;
- Relaxation of the recommended walking distance (50m) as per CBR framework review approved by Transport and Environment Committee in May 2023.

It has to be noted that some streets within Area A are not suitable for full bin hub facilities i.e. streets adjacent to Rose Street, High Street and Canongate are not suitable for the installation of bollards consequently facilities of recycling facilities at locations such as these will be agreed with Edinburgh World Heritage and Historic Environment Scotland.

Area B – New Town and part of Westend

Area B covers the majority of New Town and part of West End within the WHS and is bounded by the following streets: Queen Street, Charlotte Square, Queensferry Street, Melville Street, Palmerston Place, the back of Rothesay Place, Belford Road, the Dene path, the back of Danube Street, the back of Bernard Street and Leslie Place, Deanhaugh Street, Gloucester Street, the back of North West Circus Place to cover the Royal Circus and North East Circus Place, Fettes Row, Royal Crescent, Summer Bank, Cornwallis Place, Bellevue Crescent, Mansfield Place, Broughton Street and York Place.

This area is currently provided with a prevalence of gull proof sacks and on-street communal bin services with limited number of properties with off-street communal bins and kerbside services.

Nearly 2,000 properties within Area B are currently provided with gull proof sacks service which represent up to 90% of total number of households provided with this service.

It is recommended that gull proof sacks are retained for all properties who currently receive this service for non-recyclable waste and mixed recycling as per stage 2. Pending the outcome of the stage 2 trial monitoring anticipated to be available in Summer 2024, it is anticipated that the gull proof sacks service will be provided with a 70L gull proof sack for non-recyclable collected on a weekly basis and a 170L gull proof sacks for mixed recycling collected as well on a weekly basis.

In addition, the gull proof sacks service as described above would be extended to cover the properties currently on communal bin service for an additional 2,000 properties. This change however will be subject to the success of the next stage of the trial and also subject to engagement with residents.

This would address problems with abuse of the communal bins leading to bins overflowing. Streets that would be change their service from communal bins to gull proof sacks are:

- Fettes Row
- Royal Crescent
- Summerbank
- Cornwallis Place
- Bellvue Crescent
- Mansfield Place
- London Street
- Broughton Street (west)
- Barony Street
- Barony Lane
- Albany Street
- York Lane
- Dublin Street
- Scotland Street
- West Scotland Street Lane
- Nelson Street
- Drummond Place
- Dundonald Street
- Cumberland Street
- Dundas Street
- St Vincent Street
- North East Circus Place
- North West Circus Place
- Royal Circus
- Howe Street
- Gloucester Lane
- Wemyss Place
- Randolph Place
- Rothesay Place
- Rothesay Terrace

For properties that are currently provided with a kerbside wheeled bin service there will be no changes to their waste and recycling service provision.

Area C – Broughton, St Stephen, Learmonth, Dean, part of West End and The Atholls

Area C covers the Atholls, part of Westend, the Dean, Learmonth, St Stephen and Broughton area within the WHSs and it is bounded by the following streets: Broughton Street, Broughton Place, Gayfield Square, Union Street, Antigua Street, Leith Street and Picardy Place, Rutland Street and Square, Canning Street Lane, Torphichen Street, Torphichen Place, part of Morrison Street, Haymarket Terrace, Donaldson Crescent up to Queenferry Road, South Learmonth Avenue, Learmonth Terrace Lane, Comely bank Avenue, Dean Park Crescent, the back of Ann Street, down the The Dene path, Belford Road, the back of Rothesay Mews, Palmerston Place, Melville Street, Queensferry Street and Shandwick Place.

Properties in area C are mainly served by on street communal bin services with 3,000 properties on this service, with some properties provided with off-street facilities, some kerbside wheeled bin services and a limited number of household provided with gull proof sacks (circa 270 properties which represent just over 10% of the total number of properties currently on gull proof sacks service). The current streets provided with gull proof sacks in area C are:

- Lennox Street
- Eglinton Crescent
- Melville Street
- Palmerston Place (east)
- Manor Place
- Walker Street

Due to the proximity of those areas to on-street communal bin locations outwith the WHS and also the proximity to gull-proof sacks area further assessment is required to identify the feasibility to

move properties from gull proof sack to on street communal bin service and vice versa to improve service consistency.

For properties that are currently provided with a kerbside wheeled bin service there will be no changes to their waste and recycling service provision.

Phase 5 – Side loading bins service

As part of the communal bin review project and as approved by Transport and Environment Committee in [February 2020](#), side loading bins (see image below) are being removed across the city in favour of wheeled communal bins, 1100/1280L bins (see image below). The specialised side loading bins vehicle are at their end life and to provide a single service city-wide so to improve service flexibility and reliability it is necessary to remove the side loading bins within Phase 5 and replaced with wheeled communal bins.



Image 1. Side loading bins
Image

The change in the large side smaller not affect the the frequency of adjusted to



2. Wheeled communal bin

type/size of bins from loading bins to communal bins will capacity provided as collection will be ensure enough

capacity is provided and to prevent overflowing issues. While the type/size of bins would change the bin locations will not.

It is anticipated the removal of the side loading bins from Phase 5 in favour of wheeled communal bins will be carried out in Spring/Summer 2024.

The code of practice on household waste and recycling services in Scotland is intended to become a statutory measure. The timescale for this is unclear however this might require further changes to align the gull proof sack service to the code of practice in terms of capacity of recycling to be provided and streaming of the materials.



Edinburgh World Heritage Area Refuse Collection Options

City of Edinburgh Council

This report has been
prepared by Andy
Mudd

Draft Version 1.0

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APSE (Association for Public Service Excellence) is a not-for-profit local government body working with over 300 councils throughout the UK. Promoting excellence in public services, APSE is the foremost specialist in local authority front line services, hosting a network for front line service providers in areas such as waste and refuse collection, parks and environmental services, leisure, school meals, cleaning, housing and building maintenance.

APSE provides services specifically designed for local authorities, such as benchmarking, consultancy, seminars, research, briefings and training. Through its consultancy arm APSE delivers expert assistance to councils with the overt aim of driving service improvement and value for money through service review and redesign. APSE delivers in excess of 100 projects a year and clients benefit from the consultancy's not for profit ethical approach to consultancy services.

Edinburgh WHA Refuse Collection Options

City of Edinburgh Council

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1. Executive Summary

2. Introduction

- 2.1 The collection of waste in a World Heritage Area (WHA) poses significant challenges. In Edinburgh that challenge is compounded by the fact that many domestic properties do not have anywhere to store containers, such as wheeled bins and it is seen as undesirable for them to be permanently on the streets in such a sensitive area.
- 2.2 Following a previous meeting of the Transport and Environment Committee, the Council engaged APSE Solutions to undertake a feasibility study to consider a range of potential waste and recycling collection options for the area and to report back on which ones would be feasible for the Edinburgh World Heritage Area (WHA).
- 2.3 APSE Solutions has reviewed a range of background documentation, held meetings with relevant council officers and wider stakeholders and carried out research into the waste management systems in place in other World Heritage Cities. On-site visits have also been carried out to gain a better understanding of the waste management issues Edinburgh and its residents face.
- 2.4 The methodologies set out below are all theoretically available. However, some may not meet essential criteria e.g., from a health and safety perspective, and others may not be feasible for operational or other reasons. They are however all included to facilitate a frank discussion. They include options for the collection of individual household waste and recycling as well as options for communal containers.
- 2.5 This options appraisal takes particular account of a recent report by Simpson and Brown, commissioned by the New Town and Broughton Community Council, assessing the Heritage Impact of the proposal to create communal bin hubs in the area. This report has been extremely useful in considering the implications for the WHA of the available collection methodologies.
- 2.6 The options can be split into three broad categories; those involving individual household provision, those of an above ground communal nature and those located below ground. There are multiple sub options for each of these broad options as set out below.
- 2.7 This version of the options report is an initial draft for discussion. It should not be circulated beyond those to whom it has been provided for comment.

3. Option One: Individual Property Options

Option 1A: Time Zoned Hybrid Collection using gull proof sacks, caddies and other containers for food waste and recycling

- 3.1 High Frequency (daily / twice daily collection) with very specific limited timed collection windows, with residents restricted to only presenting waste an hour before in either dark grey tinted or clear transparent sacks (paper & card, collected in resident supplied cardboard boxes). Vehicle would need to be a rear loaded split body suitable for a lot of hand loading, unless the use of crew 'assistance-bins' is acceptable. This would then be rigorously enforced to ensure waste was not left in the street.

Option 1B: Hybrid collection on standard frequencies of gull proof sacks, caddies and other containers for food waste and recycling

- 3.2 This methodology is currently being trialled in some areas of the WHA. Collection frequencies do not currently match those in use for wheeled bins elsewhere in Edinburgh. Residual waste is being removed on a weekly, as opposed to fortnightly basis in recognition of the type of containment provided. Containers/bags can only be presented for the day of collection, as with wheeled bins in other areas.

Option 1C: Traditional Container Collection

- 3.3 Traditional container-based collection methodology (considered to include either newer design higher capacity kerbside caddies with hinged lids, or hinged lidded bins / wheeled bins collected from the kerbside at the same frequency as other areas of Edinburgh. (The current design open boxes are not considered viable due to the lack of lid, the cleansing impact from wind-blown litter and the significant amount of bending required by operatives.)
- 3.4 Food waste and glass could either be collected from small communal containers or on an alternate basis from caddies using a further compartment at the front of the vehicle.

4. Option Two: Communal Container Options

Option 2A: Moveable Communal Containers

- 4.1 Wheeled or Eurobins are placed at regular locations in the area wherever most appropriate for waste arisings or storage location and are easily moved as desired. The exact location of these bins is impossible to control as they are capable of being moved by anybody not just collection staff.

Option 2B: Moveable Large Communal Containers

- 4.2 Large freestanding containers without wheels which are either side or crane loaded, are placed at regular locations in the area wherever most appropriate for waste arisings or storage location and easily moved as desired. These units are less easy to move than wheeled bins but do not have a fixed location.
- 4.3 This may be enhanced with Semi-underground or Underground containers where they are deemed to be appropriate.

Option 2C: Communal Container Hubs

- 4.4 These are a way of fixing the location of communal wheeled bins to ensure that they remain in the intended location. There are several different ways in which this could be achieved. Examples are:
- Using low minimal railings to keep containers in place.
 - Enclosing containers in individual housing, in rows with limited apertures to a single container
 - A gated bin store which may or may not have a roof. These are the 'norm' for many modern blocks of flats without waste chutes.
 - Purpose-built buildings with appropriately sized restrictive apertures in which the waste is deposited, with the bins themselves being out of site
 - Above ground versions of the underground systems described below which have easy access apertures and can have access control technology.

5. Option Three: Underground Refuse Systems (URS)

Option 3A: Semi-Underground URS

- 5.1 These containers tend to have about a metre visible above ground which can have appropriate decorative surround / cladding attached, generally a grey plastic lid which houses an appropriately sized restrictive apertures. These can be circular or square / rectangular and of various diameters of approximately 1-2m. The lid and inner bag / container is lifted out with a crane and emptied into the collection truck. They are very high capacity and so need emptying far less frequently than wheeled bins. Edinburgh already has some of these units in place of standard litter bins in Princes Street Gardens but there are many alternative designs on the market.
- 5.2 Access to semi-underground bins is capable of being restricted through the use of an RFD fob or smart card. Sensors fitted to the bins can be used to ensure that the bins are only emptied when they are full.

Option 3B: Fully-Underground URS

5.3 This system just has one or a series of above ground pillars. They are generally either in stainless steel or painted steel. These in turn house appropriately sized restrictive apertures into which waste & recycling is deposited. This pillar sits on top of a sealed flat metal plate or other decorative appropriate surface, which completely hides the container that sits beneath. This whole pillar / lid unit is then lifted up and the container beneath emptied into the collection truck using the inbuilt crane mechanism. These units have very high capacity – up to 20 times that of a standard 240ltr wheeled bin and so need emptying far less frequently. Compatible above ground units are also available for locations where it is not feasible to place an underground unit.

5.4 Access to fully underground bins and compatible above ground units is capable of being restricted through the use of an RFD fob or smart card. Sensors fitted to the bins can be used to ensure that the bins are only emptied when they are full.

Option 3C: Hydraulic Platform Fully Underground Containers

5.5 This system uses standard wheeled bins but hides them underground on a hydraulically operated platform which allows the bins to be emptied by a regular refuse collection vehicle fitted with a bin lift. There are examples of such units in use in the Grassmarket.

5.6 Access to hydraulic platform bins is capable of being restricted through the use of an RFD fob or smart card. Sensors fitted to the bins can be used to ensure that the bins are only emptied when they are full.

Option 4D: Vacuum / Pneumatic Waste System

5.7 These systems are effectively like the high-powered waste chutes found in high-rise buildings, enabling waste to travel in horizontal pipes beneath the ground. They have waste deposit chutes like fully underground containers, similar to post boxes placed at regular intervals along the pavement or road, development court yards etc. The waste is sucked to a central depot and compacted into a demountable vehicle body. There are a few examples worldwide of such systems in a municipal setting, the most significant retrofitted example being in the World Heritage City of Bergen in Norway. This system involves the phased installation of 7,500 metres of pneumatic pipes, capable of transporting 50 tons of waste a day. Installation began in 2010 with the first phase becoming operational in 2015 and was extended in 2022. Once complete, the system will cover 30,000 apartments with waste and recycling streams being transported multiple times a day.

6. Options appraisal

6.1 To help with understanding the potential for different options to work for Edinburgh the table below sets out some of the key factors to take into consideration in determining the preferred approach. It includes service parameters applicable to communal bins as well as essential requirements for all systems, to ensure the health and safety of both collectors and residents and to meet the requirements of WHA status. The table also includes some secondary factors that are likely to influence preferences such as user convenience and operational practicality.

Service parameters	Comment
<p>Source: Transport and Environment Committee; 10am, Thursday, 27 Feb 2020, Communal Bin Enhancement Update.</p> <ul style="list-style-type: none"> • Residents should not need to walk more than 50m, alignment to Blue Badge criteria; target being 30m as for new build locations. • Placing bin in locations where driver or pedestrian visibility is not affected. Bins should be positioned at least 10 metres away from any junctions and pedestrian crossing. • Bins should preferably be located on the roadway not the footway. • However, if this is not possible bins can still be sited on the pavement subject to factors such as width of pavement and distance left for wheelchair and pushchair users which should be a minimum of 2 metres. • Users should preferably not be required to cross a road to dispose of their waste and recycling. Bins should be on the same side of the road as the users' properties, unless a safe crossing place is nearby. • Bins not to be over covers and gully grates. • User is not required to stand in the flow of traffic in order to access the bin aperture. • Where there is parking, as far as possible multiple of 5 metres stretches of parking will be used to guide the bin location to minimise any loss of parking spaces where that cannot be avoided. 	<p>These parameters apply to all systems but were developed specifically for Communal bin options</p>
<p>Operations have a vehicle reverse distance of maximum 15m and an operative pull distance of 10m.</p>	
<p>Other key projects are being delivered across the area. i.e. EV points, bike storage, road safety. These might have an impact on locations and service to be provided etc. Including community heating.</p>	

	Proposed capacity per property per week (communal)	Kerbside service capacity per property per week	Code of Practice capacity per property per week
Non-recyclable waste	140/170L	70L	70L
Mixed recycling	140/170L	120L	120L
Glass	5-20L	20L	20L
Food waste	5-20L	23L	23L
Essential Appraisal Criteria			
Health & Safety; User; Minimal manual handling (carrying, lifting, distance) adjustable by the user, i.e. they can carry amounts that are appropriate to them, with a journey frequency that is appropriate, Access with minimal steps and debris, which is well lit with good visibility, with good hygiene promoted by minimal contact points that are not soiled in an area that does not require regular cleaning. Ease of accessibility.			The preferred solution must not create undue risks for users
Health & Safety; Collection personnel; Minimal manual handling (carrying, lifting, distance) by collection personnel, with minimal exposed activity in the highway, easy access to collection containers (minimal steps, debris, lighting), with minimal risk from the waste itself and minimal weather exposure.			The preferred solution must not create undue risks for operatives
WHAS-Atmosphere / General Aesthetic; Is of the utmost importance, especially the visual of the building fronts and the 'main' front street view (both frontal and street length). The basis of the protection is individuals 'experience' of the area in terms of originality, (legally that is what an individual would have 'experienced' during a visit in 1995, as that was the time of the application for protection), is impacted as little as possible, so significant numbers of brightly coloured containers, left out, at a high frequency, would be less desirable, than a minor permanent infrastructure amendment. Time window is important (duration and timing), preference to avoid Friday collections, to avoid containers being left out over the weekend. Preference for regular placement of moderate sized free-standing units, over less-frequent container stores, preference for waste 'post-boxes' over regular placement of moderate sized containers.			Permanent presence of bins on the streets not compatible with this
WHAS-Built Environment; Minimal Building, Highway structures altered or impacted as little as possible with little permanent irreversible amendments. Of the utmost importance, is the visual of the building fronts and the			Permanent bin housings would need very careful

<p>'main' front street view, so infrastructure amends to avoid, to enable 'bins' on garden side or 'side-street' would include a preference for speed tables to facilitate that. Requires confidence upon methodology as being the right solution to avoid the need to be changed. This includes damage to the road surface and sub-structure by collection vehicles, including axle loadings.</p>	<p>consideration</p>
<p>WHAS-Archaeological; OLD TOWN area; Excavation best avoided, or absolutely minimised in frequency and scale, considered only at specific sites and likely to overrun and be costly. NEW TOWN area; Excavation would potentially be OK in general, there are some complete no-go areas, confirmation of no issues is impossible, area by river unstable.</p>	<p>URS may not be feasible for some areas</p>
<p>Levels of recycling; quantity / quality; The quantities of actual real reuse of packaging ought to be maximised, through achieving maximum output without contamination, with moisture ingress minimisation for paper / card. Need to be able to move away from co-mingled collections. The collection methodology ought to easily support the addition of other materials like Soft Plastics, Textiles & WEEE.</p>	<p>Requires multiple containers to achieve</p>
<p>The Household Recycling Charter Code of Practice (CoP Scotland 2016), Compliance; The collection methodology ought to maximise compliance with the current code and consider change impact from the Deposit Return Scheme and Packaging and packaging waste: Extended Producer Responsibility (EPR). Therefore, to easily support the addition of other materials like Soft plastics, Textiles & WEEE and / or support a change in the number waste streams.</p>	<p>DRS may remove some recycling streams for domestic waste</p>
<p>Cost (Revenue); Collection, Cleansing, Maintenance costs overall required to be affordable and to achieve an optimised outcome against methodology efficacy.</p>	<p>Needs to be fair on all Edinburgh charge payers</p>
<p>Cost (Capital); Must be achievable with an acceptable payback period for capital expended</p>	<p>Needs to be overall affordable</p>
<p>Secondary Options Appraisal Criteria</p>	
<p>Resident Convenience; Capacity, Access, Noise / disturbance, Scheduling; Containers should be accessible to all members of the community, have adequate capacity and minimise noise and disruption to residents.</p>	
<p>Practicality and Overall Suitability, ease of Methodology to be Combined, Integrated, be Flexible;</p>	

<p>The system will either need to be practical for most locations of the area, or be consistent with other systems e.g. in terms of lifting methodology. It should avoid, very specific vehicle format that requires dedicated spare vehicles that cannot be used elsewhere. It needs to offer flexibility with other collection methodologies and keep total number of vehicle movements to a minimum (to reduce carbon emissions but also damage to the fabric and atmosphere of the world heritage site).</p>	
<p>Preferential Options Appraisal Criteria</p>	
<p>Cleanliness / Hygiene; Container access, Container area, Collection process, Ease of mechanical sweeping, fly-tipping risk;</p> <p>The area needs to minimise places for dirt / rubbish to collect and fly-tipping to be abandoned, communal containers ought to permit hands free access, with openings not contaminated during emptying. The collection process ought to minimise the risk of litter and lost containers. Cleansing by mechanical sweeper ought to be easy.</p>	
<p>Service Delivery impact; Inclement weather, scheduled collections, collection frequency;</p> <p>Minimal collection process disruption (total highway disruption, time versus frequency), collection methodology able to respond adequately to public holidays and weather disruption especially wind & snow.</p>	
<p>Ingress Of Trade Waste; System ought to minimise free access by businesses.</p>	

6.2 Given that there are no options that totally avoid compromising one or other of the criteria set out above, a 'least bad' approach seems unavoidable. Moreover, identifying a single preferred option for all locations may not be feasible. It may therefore be better to draw up a hierarchy of preferences to be followed, depending on a location-by-location assessment.

Service parameters

6.3 In terms of the broad options, they all have sub-options that are capable of operating within the service parameters. The clear exception to this is communal bin options that involve the informal placement of wheeled bins. The potential for these to be moved mean that they are likely to fall foul of every one of the service parameters as they all hinge on containers remaining in a fixed location. For this reason, Options 2A and 2B can be discounted from any further appraisal.

Safety and well-being of users.

6.4 The first of the essential criteria concerns the safety and well-being of users. Manual handling is minimised in systems that allow for waste to be disposed of on a frequent

basis to avoid large amounts having to be carried in one go. All systems that require residents to present their waste on a frequency basis move away from this principle to one extent or another.

- 6.5 Wheeled containers avoid the need for carrying but can be heavy and difficult to manoeuvre, particularly if they have to be brought down stairs or steps. Other containers, including sacks and boxes also create manual handling issues, although these would be less significant for options with the most frequent collection regimes. Sacks and boxes that are removed or emptied on a frequent basis minimise the need for residents to carry significant quantities of material at a time and to that extent, share the advantage of the communal bin options in this regard. However, frequent emptying also increases the need for collection vehicles to enter into residential areas which creates physical risks and, until vehicles are decarbonised, contributes to poor air quality and will increase the carbon footprint of refuse collection at a time when the council is committed to tackling climate change through reducing emissions from its activities. It should however be borne in mind that five electric RCVs will be available to the Council from July 2023 onwards.

Best: URS and Pneumatic systems

Better: GPS, boxes and caddies with frequent collection

Worst: Individual property containers emptied on a standard kerbside frequency of fortnightly

Health and safety of collectors

- 6.6 The second essential criterion is the health and safety of collectors. Risk to them comes primarily from manual handling requirements but can also be related to the location of the material they are lifting. It follows that the safest systems are those that avoid the need for manual handling altogether and where the location of the container is permanent. This includes all the fixed location communal bin options as well as the underground systems. The pneumatic system avoids the need for on street collection altogether so eliminates all risk to refuse collectors. This includes those associated with working outside and with the operation of vehicles and machinery.

Best: URS and Pneumatic systems

Better: Fixed location communal bins

Worst: Bags, boxes and caddies with higher manual handling requirements

General aesthetic of the area

- 6.7 The general aesthetic of the area is best protected by minimising the extent to which waste and recycling containers are left on the streets. On the one hand this could suggest using less visible containers that are left out for a minimum period. The hybrid

collection, using gull proof sacks, boxes and caddies is the option that most closely fits this description, although if the collection frequency was daily or even more frequent there would be at least some containers on the street most of the time. Moreover, this option maximises the impact of collection vehicle movements in sensitive areas, albeit that collections could potentially be scheduled to minimise this. The less obtrusive communal or URS options on the other hand, could be carefully designed and sited to actively minimise their impact on the environment subject to the parameters for siting. Fully underground URS systems in particular would remove the actual waste container from view altogether and minimise the visual impact. The pneumatic system would eliminate issues associated with collection altogether:

Best: Pneumatic system

Better: URS

Worst: Individual household containers

WHAS Archaeological

- 6.8 The archaeological impact of some options could rule them out altogether for some areas, if not the whole of the Old Town, as they would require significant excavation. Fully underground systems require a deeper excavation than semi underground units but neither could be used without extensive survey work. The installation of a pneumatic system would involve major and extensive earthworks. The example of medieval Bergen suggests that it may not be entirely unfeasible, particularly where there are other utilities such as sewers or utility supplies in place.

Best: Above ground containers

Better: Pneumatic or semi underground

Worst: Fully underground

Levels and quality of recycling

- 6.9 The need to avoid co-mingled collection inevitably means that multiple containers are required. Materials such as paper and cardboard are easily devalued by contamination and by exposure to adverse weather conditions. It follows that the best options in relation to this criterion are those that make it easy for users to sort material and which preserve the quality of it. Box systems do neither of these things as they are too small for some materials and generally open to the weather. Bins of all types are better options in relation to this criterion but are greatly improved through the use of access control technology and where designed to be easy and clean to use. Large wheeled bins can be difficult to open, dirty and if not lockable by users, likely to be left open to the elements. The systems with easy access apertures escape these problems. These include some above ground options where access is via a restricted

aperture, along with all versions of URS which are easy to use and fully protect recyclable material.

Best: URS

Better: Other sealed containers with aperture access

Worst: Open sacks and boxes

The Household Recycling Charter Code of Practice (CoP Scotland 2016) Compliance

6.10 The main requirement of this criterion is flexibility and the ability to adapt the system to accommodate additional recycling streams or the removal of any materials from the domestic waste stream as a result of DRS. Individual household wheeled bins can be expensive to repurpose where there are thousands of them in use – even if this means just changing the colour of lids rather than the whole bin. Providing residents with different coloured gull proof sacks would be relatively easy and far less costly.

6.11 Traditional, high capacity, communal wheeled bins can be repurposed to accept a different waste stream by changing a colour coded lid. Where they are contained within enclosures however it may be difficult to add additional bins if a requirement for additional source segregation arises. Similarly underground units can be easily adapted to changes in material but the installation of additional bins to accept new streams would be prohibitively expensive.

Best: Gull proof sacks

Better: Communal wheeled bins

Worst: URS

Affordability

Cost (Revenue);

6.12 The revenue cost of different options is closely linked to the frequency with which they are collected and to the number of people and vehicles needed to achieve this. The most expensive is therefore the sack-based system with daily or more frequent collection and significant levels of manual handling, involving a crew of four. Whilst the calculation of an accurate cost is beyond the scope of this options appraisal, it is reasonable to assume that the revenue cost of this approach would be many times greater than the cost of a high capacity URS system, where bins are only emptied when they are full and each lift clears the equivalent of the waste from 20 households. URS can be and in many cases is, emptied by a single person crew. Policy may require an additional crew member for reasons of safety but costs are significantly lower than any collection methodology based on individual household containers. The lowest

revenue cost of all the options is the pneumatic system which avoids collection costs altogether.

Best: Pneumatic

Better: URS and other communal systems

Worst: Gull proof sacks, boxes and caddies

Cost (capital)

6.13 The capital cost of the options tend to be highest for the ones with the lowest revenue costs. A pneumatic system would amount to a major capital project. The value of the contract to install the first phase of the Bergen system was reported to be £20m (2010 prices) which is £2,564 per household across 7,800 homes. Recent reports indicate that the eventual cost of the full scheme, covering 30,000 households, is likely to be in excess of £100,000,000.

6.14 Stand-alone, fully underground refuse units cost around £9,000 per unit or around £1350 per property for a three stream system. Semi underground systems can be purchased for around £6,000 per unit or £900 per property for a three stream system.

6.15 Whilst these costs are high, the revenue savings over the lower capital cost options can make them good investments in the longer term. The recent example of Liverpool where underground bins are being installed in areas of high density terraced housing is expected to pay back the capital outlay from savings in collection and clean-up costs in less than 10 years. In that case the per household cost of service has reduced from over £60 per household per annum to under £20.

Best: Sacks, boxes and caddies

Better: Above ground communal systems

Worst: Pneumatic system

Secondary appraisal criteria

Resident Convenience; Capacity, Access, Noise / disturbance, Scheduling;

6.16 All systems that are compliant with the service parameters offer a level of convenience to users. Gull proof sacks are popular with residents because they are regarded as more convenient than communal options but experience from other locations in the UK indicates that it is likely that the less obtrusive URS and pneumatic options would also be popular. These systems avoid some of the less convenient aspects of the gull proof sack system associated with the requirements around presenting and taking in the sacks on collection day. Moreover, it is very unlikely that residual waste collection frequencies can be maintained at the current frequency Two weekly collection would increase the quantity of material to be presented and the need for residents to store

it between collections. All communal options reduce levels of disruption as they reduce the frequency with which collections take place. This is particularly the case with URS options and of course the pneumatic system would remove collection altogether. The vacuum option is also the quietest as waste and recycling is removed soundlessly.

Practicality and Overall Suitability, ease of Methodology to be Combined, Integrated, be Flexible;

6.17 The least practical methodologies from an operational perspective are the ones using the smallest containers as these require the most frequent collection frequencies. It is however feasible for these methodologies to be combined with other, more practical methods where the latter are not feasible, for example because it is not possible to site above ground units without impacting on the streetscape or where it is not possible to excavate for underground systems.

Cleanliness / Hygiene; Container access, Container area, Collection process, Ease of mechanical sweeping, fly-tipping risk;

6.18 Sealed units offer significant benefits in terms of street cleanliness. Whilst gull proof sacks may prevent animals from spilling waste onto the streets, the presentation and collection process itself is likely to lead to some spillage. On the other hand, standard communal bin storage areas are widely seen as magnets for fly tipping and when not fitted with fill sensors, bins are frequently allowed to overflow although the proposed collection frequency is designed to reduce the potential for overflows. Unenclosed communal bins can also attract fly tipping and unless fitted with sensors and access control mechanisms, can become overfull before they are scheduled to be emptied. Whilst effective enforcement and service planning can go some way to resolving these issues, the underground options are a better alternative. These units retain all the waste that goes into them and there is very little escape at emptying time. They eliminate foul odours and discourage fly tipping. The Bergen experience of the pneumatic version is that it leads to cleaner streets with no disruption from refuse collection.

Best: Pneumatic systems

Better: Other URS

Worst: Communal wheeled bins

Service Delivery impact; Inclement weather, scheduled collections, collection frequency;

6.19 Other than pneumatic systems, which do not require to be emptied, large capacity URS, equipped with fill sensors, are the least susceptible of the systems to disruptions

in collection frequency. Gull proof sacks are the most susceptible, particularly where there is a narrow collection and take back window. Where collections are scheduled daily, adverse winter weather could be highly disruptive, leading to resident dissatisfaction and unacceptable numbers of containers left on the streets although a weekly schedule would reduce this risk. Above ground communal containers typically have much lower capacity than URS and do not have locking systems linked to fill sensors. They are therefore more likely to become overfilled and lead to waste spillage if the collection regime is disrupted.

Best: Pneumatic systems and other URS

Better: Above ground communal bins

Worst: Gull proof sacks

Ingress Of Trade Waste;

6.20 There is a widespread view that trade waste is routinely finding its way into the domestic waste stream in the WHA. Freely accessible communal bins of all types will be attractive to residents of the area whose premises are used for commercial purposes. This includes the many properties made available through Air BnB and other routes. The council does not currently provide a charged for service to commercial customers and there seems to be a low level of enforcement. Therefore, even the solutions based on individual properties, may not be effectively restricted to domestic customers.

6.21 In so far as communal bins are concerned, the use of access control that is capable of differentiating between domestic and trade users can facilitate a cost effective, co-collection regime with automatically generated charging for trade waste users. Authorised users would have a fob or card to allow access to specific bins. This sort of technology is routinely used on URS units and compatible above ground bins but is not readily available for communal wheeled bins where low tech but difficult to police methods, such as different coloured bags, are sometimes used.

6.22 Whilst co-collection is also a feasible option with the gull proof sack system, it does not necessarily lend itself to the needs of many trade waste users who would likely continue to take advantage of nearby accessible communal bins. For this reason, the method is less capable of controlling the level of trade waste entering the domestic stream and has less potential for creating an income stream for the service than a suitably equipped underground system.

Best: All underground systems

Better: Gull proof sack

Worst: Open access communal wheeled bins

7. Conclusions

- 7.1 In terms of visual impact, resident convenience and operational practicability, the assessment indicates a pneumatic system may well be the best option. However, the feasibility of installation and capital affordability are significant barriers to the implementation of such a system. The excavation required may be entirely unacceptable, at least in some of the areas concerned and the capital cost prohibitive at a time when UK local government funding is under huge pressure. Moreover, installation would likely take years to get underway and at least a decade to complete. The fact that the system has been retrofitted in one World Heritage Area – Bergen, does not mean it could therefore be installed in Edinburgh. Conditions for excavation are unlikely to be the same and the public sector funding regimes and local government powers framework of Norway and Scotland are not comparable. One major difference is that Bergen is able to charge residents for using the system and whilst ‘pay as you throw’ schemes have been discussed in Scotland, they are not currently lawful for domestic waste disposal services.
- 7.2 Other underground solutions also come out well in the assessment. URS is convenient, operationally practicable and would have a minimum impact on the WHA streetscape. Such systems are expensive to install but do generate significant revenue savings over individual household collection methodologies. If the revenue comparison were to be with a system that involves daily collections it is likely that a robust financial case could be made. As with the pneumatic system however, the excavation required may not be feasible in all areas, either because of what is underground or because suitable sites cannot be found to satisfy the service parameters, e.g. to avoid residents having to cross the road to access the bin. It should be noted that underground systems have been installed in a number of other cities with WHA status, including Lyon and Bruges.
- 7.3 Other communal bin solutions all struggle in terms of the impact they would have on the environment of the WHA. Whilst they can be convenient, operationally practicable and very affordable, all versions of permanently sited bin hubs, whether enclosed or not, would have a high visual impact, making them unsuitable for most, if not all locations in both the Old and New Towns.
- 7.4 Standard large wheeled bins are very unpopular with users, not only because they are ugly but also because they can be difficult to open and close and are considered unhygienic. To meet the service parameters there would need to be a hub of at least three containers every hundred meters. These could be hidden in bin stores or other housing which, if carefully designed, could make them more user friendly, but it is difficult not to conclude that the permanent addition of them to the streetscape

would not be compatible with the WHA requirement to preserve the general aesthetic of the area and the appearance of the built environment.

- 7.5 Despite strict requirements around the presentation and taking back of containers, the gull proof sack system is relatively popular with residents, albeit that some have been observed to make use of nearby communal wheeled bins, perhaps indicating that the system is not always practicable for all residents. Its major drawback is the level of manual handling required of collection operatives and the frequency with which emptying would have to take place to make the service convenient and accessible to all residents. The use of boxes and caddies also creates manual handling issues and is the least effective way to preserve the quality or increase the quantity of recyclable material.
- 7.6 Daily collection is costly and also damaging to the environment but weekly or less frequent collection could prove difficult for at least some residents because of the quantity of material that they would need to present for collection on emptying day. Regardless of frequency, a narrow time window for collection and taking back would be necessary to minimise the visual impact. This would make the system difficult to use for some residents, e.g. those who are at work when collection takes place, indicating a requirement for controlled access to alternative disposal arrangements if issues around fly tipping are to be avoided.

Hierarchy of preferences

- 7.7 None of the options are an exact fit with the appraisal criteria. Those that best satisfy the key requirements and constraints of WHA status, whilst remaining convenient to all users and operationally practicable, are also the ones that pose the greatest challenge in terms of implementation. It is therefore likely that a range of solutions will be needed, depending on location.
- 7.8 It is important to stress that the options presented in this report are alternatives to the default system used across Edinburgh and are only applicable to sites where this is not feasible because of WHA sensitivities. There may however be some areas where it is feasible e.g. where residents are able to keep wheeled bins within the curtilage of their property. Where this is not the case, unobtrusive communal systems are the best overall choice and the best way to achieve this is to put them underground. Where this is not possible for the reasons discussed above, compatible above ground units should be considered but only for siting in areas where their visual impact does not unduly impact on the preservation of the WHA characteristics. For those locations where neither URS nor compatible above ground units are feasible or acceptable, the only remaining option is the gull proof sack system.

First preference: Option 3D: Pneumatic system but only if a financial and feasibility case can be made

Second preference: Options 3A, 3B and 3C: Other underground Refuse Systems with fully underground as a first preference, subject to location-by-location feasibility and affordability study. Semi underground to be used for locations where fully underground not feasible. Units to be equipped with differential access control technology and fill sensors

Third preference: Option 2C: Fixed location, above ground communal systems with restricted, accessible apertures subject to site survey to establish location by location impact on WHA requirements. These could be above ground units compatible with the lifting gear required for URS and equipped with access control and fill sensors

Fourth preference: Option 1A and 1B: Gull proof sack system with boxes and caddies for recycling – perhaps supplemented by access to nearby communal bins. If the latter is feasible, collection frequencies can be weekly or greater, if not then collection would have to be more frequent, even daily

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Transport and Environment Committee

10.00am, Thursday, 16 November 2023

Cleansing Performance Report

Executive/routine
Wards

Routine
All

1. Recommendations

- 1.1 Transport and Environment Committee is asked to:
 - 1.1.1 Note the contents of this report, and in particular the good level of performance compared to other urban areas, and the steps being taken to develop the service; and
 - 1.1.2 Agree to continue with the use of the booking system at household waste recycling centres and the potential for the data to help support the development of Household Waste Recycling Centres going forward.

Paul Lawrence

Executive Director of Place

Contact: Andy Williams, Head of Neighbourhood Environmental Services

E-mail: andy.williams@edinburgh.gov.uk

Cleansing Performance Report

2. Executive Summary

- 2.1 This report provides the regular six-monthly update on street cleanliness across the city and provides an update on progress in respect of the actions agreed by Committee on 6 October 2022.
- 2.2 This report also responds to the motion approved by Committee in June 2023 in relation to the use of the booking system at Household Waste Recycling Centres (HWRCs).

3. Background

- 3.1 It is acknowledged that the general cleanliness, evidenced by the Local Environmental Audit and Management System (LEAMS) surveys and the Council's own internal monitoring of the city had reduced markedly over the course of the COVID-19 pandemic but that these have started to return to a normal level. LEAMS is the sole statutory indicator for the Street Care service. It is a survey that is undertaken three times per year and provides an indicative scoring for the cleanliness of the city. In the case of Edinburgh, all three surveys are undertaken independently by Keep Scotland Beautiful (KSB) whilst the majority of, if not all, other Scottish Councils self-score two of the three audits.
- 3.2 The most recent audited report shows that Edinburgh's performance has improved significantly and remains in line with the other urban Councils in its peer group, while Appendix 1 sets out the most recent data related to internal monitoring of cleansing requests and demonstrates that the service continues to deliver a high level of responsiveness.
- 3.3 The remainder of the report sets out how the service is using the additional funding agreed as part of the budget for financial year 2023/24, with the aim of improving cleanliness overall and ensuring that the service is both proactive and responsive.
- 3.4 The final part of the report responds to the approved motion from Committee in June 2023 in relation to the use of the booking system at household waste recycling centres.

4. Main report

LEAMS Validation Audit 2023/24

- 4.1 The most recent audited LEAMS report shows a KPI of 86.2%. The data in 2022/23 showed that Edinburgh's score was identical to the average for others in the benchmarking club (with the average score for the group of urban Councils). It was higher than Dundee City, Falkirk, Glasgow and North Lanarkshire, and lower than Aberdeen City and East and West Dunbartonshire. The national average score across Scotland in the verification survey was 90.6%.
- 4.2 The main sources of litter reported were smoking related litter, followed by fast food, drinks packaging and packaging generally. Besides litter, other environmental impacts included graffiti, fly-posting and chewing gum staining. Low levels of vandalism were reported.
- 4.3 Responses to a number of these issues are outlined below but, following the postponement of the deposit return scheme for drinks containers (DRS) until 2025 at the earliest, it seems unlikely that there will be significant improvements in behaviour in relation to littering of these materials before this comes into effect.
- 4.4 The second LEAMS survey for the 2023/24 period is due to be carried out in the latter part of November 2023. Refresher training on LEAMS standards has been carried out for all manual and supervisory cleansing staff.

Internal Monitoring

- 4.5 Appendix 1 shows the most recent position with regard to requests for cleansing activities and response times. In August 2022 the service was subject to significant industrial action and prior to August 2023 requests for cleansing were lower than in the same period in 2022. The gap has now reduced following a more "normal" August but overall, the service continues to see a high level of responsiveness to requests within the target timescales.

Cleaning up Edinburgh- Progress to date and ongoing workstreams

- 4.6 Following the allocation of additional funding towards the Cleansing service in the 2023/24 budget, a number of initiatives have been taking place.
- 4.7 Two new graffiti/washing vehicles have been procured which gives the service a current resource of three. A further two are anticipated to be procured before the end of the financial year. One hired vehicle will be returned to the supplier to leave a total of four vehicles.
- 4.8 A system to support the delivery of free means tested special uplifts for some customers is under development and is expected to go live in December 2023.
- 4.9 Recruitment of additional drivers for the Cleansing service, together with cleanliness inspectors, has been concluded and candidates are being onboarded. The service has successfully recruited Operational Managers to cover East and West operations and more specialist services. Recruitment of cleansing operatives is the final recruitment requirement and is underway.

- 4.10 Small mechanical sweepers are being routed and deployed consistently across the city, while a more flexible litter bin siting policy was agreed by Committee in October 2023. Four rapid response vehicles have been deployed to strengthen responses to incidents citywide. Vehicles are equipped with bin lifts and tail lifts.
- 4.11 An external supplier has been engaged to review daily resource deployment and routing of scheduled cleaning teams and is intended to validate in-house work undertaken so far. This work will be influenced by four factors: the CoPLAR zone the area falls into; historic LEAMS data; Scottish Indices of Multiple Deprivation (SIMD) and type of waste collection provided in that area (kerbside or communal).
- 4.12 Poor LEAMS scores can be mapped against SIMD and footfall to target enhanced cleansing frequencies in those areas versus areas that have previously had higher LEAMS, kerbside waste collections, and therefore need less targeted or frequent interventions. Each street will be allocated a cleaning frequency allowing for cleaning to Grade A standard. This work is in the final stages of completion and is anticipated to be introduced from December onwards. Between 14 and 18 teams will be undertaking scheduled cleaning across Monday to Friday.
- 4.13 Fly-tipping has long been an endemic problem in tenemental streets, and an enhanced service of four vehicles will be routinely checking those streets every two days and will remove items dumped at on-street bin hubs or in the street more generally. These crews will also carry out running communal bin repairs (such as lid or wheel replacements).

Household Waste Recycling Centre (HWRC) Booking System

- 4.14 The use of the booking system was most recently [considered](#) by Committee in March 2022 and the decision was made to retain the system for a number of reasons. These included: customer feedback related to ease of access and lack of over-crowding at peak times; ability to prevent illegal use of the sites by commercial vehicles, and to prevent use by residents from other areas; ability to collect data on site use patterns.
- 4.15 The system enabled an immediate response on 12 October 2023 when the Craigmillar site was closed at short notice because of illegal dumping of asbestos on the access road. The data from the booking system allowed many customers to be contacted in advance and redirected to Seafield instead rather than being turned away at Craigmillar.
- 4.16 Going forward, it is intended to use data from the booking system to assess the need for, and timing of, development of the HWRC network in line with housing growth across the city.
- 4.17 West Edinburgh in particular is subject to significant growth with homes forecast to increase by more than 10,000 by 2032. As the Sighthill HWRC is already extremely busy at peak times, it is likely that the Council will need to consider options to address this (e.g. potentially reopening Braehead HWRC at least on a part time basis initially). Visitor number data would be used to support any future recommendations on this.

5. Next Steps

- 5.1 The report sets out a number of work streams which are underway to recruit staff, procure equipment and carry out service routing. Work is ongoing and will continue, to complete these.
- 5.2 The next Cleansing performance report is due to be considered by Committee in six months.

6. Financial impact

- 6.1 The measures outlined in this report are being delivered within the agreed budget for 2023/24 and is inclusive of the additional funding awarded to the Cleansing Service.

7. Equality and Poverty Impact

- 7.1 The report highlights the intention to better target some cleansing resources in the areas where they are most required which is expected to improve the cleanliness of areas where there is multiple deprivation.

8. Climate and Nature Emergency Implications

- 8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity. The Council

“must, in exercising its functions, act in the way best calculated to contribute to the delivery of emissions reduction targets”

(Climate Change (Emissions Reductions Targets) (Scotland) Act 2019), and

“in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions”

(Nature Conservation (Scotland) Act 2004)

- 8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

Environmental Impacts

- 8.3 The majority of the measures outlined in this report focus on the cleanliness of the city. As such they do not directly impact on climate change or contribute to adaptation to climate change. They do help to deliver improved local environmental quality and could potentially have indirect benefits for biodiversity by protecting the

natural environment from the impacts of litter (e.g. through harm to wildlife from litter).

- 8.4 The continued use of the booking system at household waste recycling centres directly helps to prevent inappropriate use of the sites to dispose of waste illegally and could be seen as a means of ensuring the correct sorting of waste for recycling which does ultimately encourage more efficient use of resources with indirect benefits to the climate emergency and to the wider environment, including biodiversity.
- 8.5 The booking system has served to prevent over-crowding at peak times and prevented wider environmental impacts in the surrounding areas by avoiding traffic management issues outwith the sites.

9. Risk, policy, compliance, governance and community impact

- 9.1 The revised litter bin siting policy referred to was agreed at Transport and Environment Committee in October 2023, and was agreed following engagement with elected members.
- 9.2 The measures outlined in this report support the Council in complying with the Code of Practice on Litter and Refuse (CoPLAR) which, under the Environmental Protection Act 1990, provides statutory guidance to organisations (which include local authorities) with a duty to keep the land and roads for which they're responsible clean, and clear of litter and refuse.
- 9.3 The continued use of the booking system for household waste recycling centres is supported by customer feedback as service users have found that the use of the system allows them to use the sites when they want to, without overcrowding and delays on site, and impacts on neighbouring streets as a result of traffic management problems at peak times.

10. Background reading/external references

- 10.1 Street Cleansing Performance [Report](#) – Transport and Environment Committee, 20 April 2023.
- 10.2 Cleaning Up Edinburgh – [report](#) to Transport and Environment Committee, 6 October 2022.

11. Appendices

Appendix 1- Responses to Cleansing Requests

Appendix 2 – HWRC tonnages and recycling performance

Appendix 1- Cleansing Requests

1. Requests resolved within timescale (*performance measure*):

% of Street Cleansing Service Requests Resolved Within Timescale

Locality	Sep-22	Aug-23	Sep-23	Monthly
	Value	Value	Value	Target
North East Locality	83%	96%	95%	85%
South East Locality	79%	96%	97%	85%
North West Locality	82%	99%	98%	85%
South West Locality	93%	97%	97%	85%
City	84%	97%	97%	85%

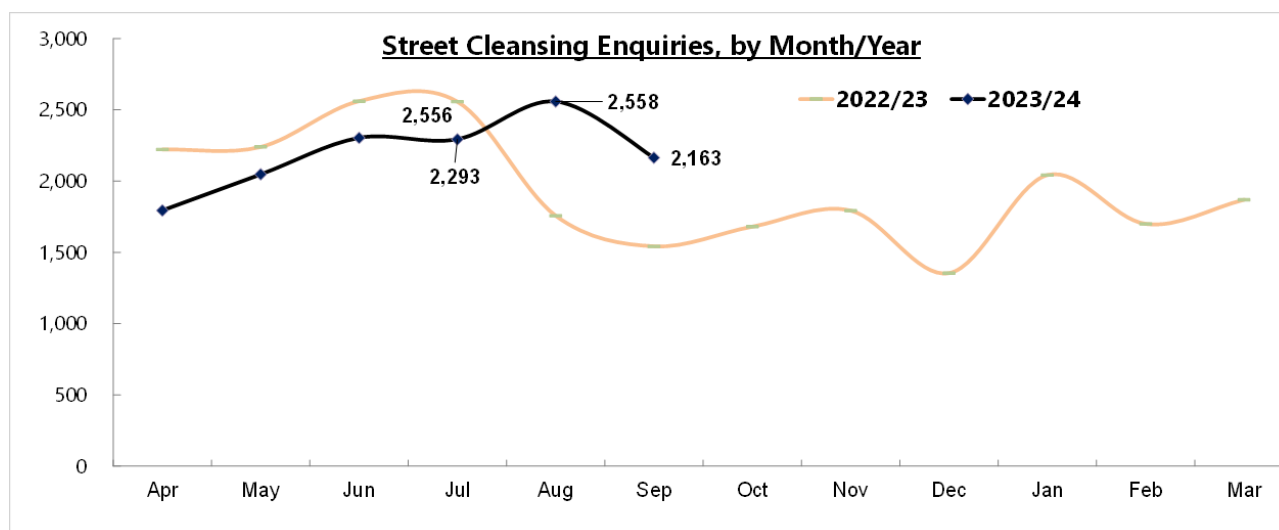
1. Number of Enquiries (*additional info*):

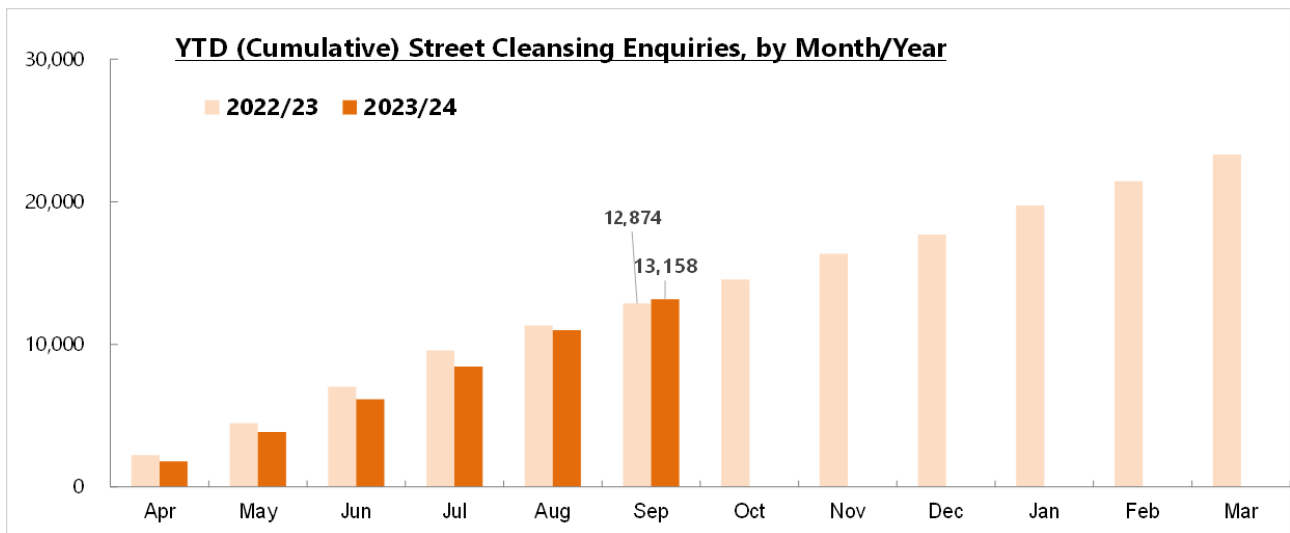
YTD Street Cleansing Service Requests are **2%** (284) up from the **2022/23** figures and are **5%** down from the **2021/22** figures, for the same period.

Street Cleaning Service Requests in the month are down **15%** (395) from the previous **month**

Dumping (**8%** (85) down on the month), Litter (**24%** down (120) on the month) and Bin Full **18%** down (102 on the month) Service Requests make up **81%** of Service Requests in the month.

There was a **40%** increase (621) in Street Cleaning Service Requests versus **September 2022**. This increase relates primarily to the strike action in 2022, when requests could not be actioned.





Appendix 2 – HWRC tonnages and recycling performance

	2018/19	2019/20	2020/21	2021/22	2022/23
Tonnage Recycled	19,545.97	19,622.03	13,010.17	16,086.58	13,433.41
Total Landfill CRC	14,160.19	13,030.16	6,227.19	8,339.51	6,889.14
Total Waste Arisings	33,706.16	32,652.19	19,237.36	24,426.09	20,322.55
Recycling Percentage	58.0%	60.1%	67.6%	65.9%	66.1%

Transport and Environment Committee

10.00am, Thursday, 16 November 2023

Implementing of new parking prohibitions

Executive/routine
Wards

Routine
All

1. Recommendations

- 1.1 Transport and Environment Committee is asked to note:
 - 1.1.1 The regulations governing enforcement of the new parking prohibitions are expected to come into force on 11 December 2023;
 - 1.1.2 The outcome of the footway parking assessment project; and
 - 1.1.3 The anticipated timescales and enforcement approach that will be taken by the Council when applying the new parking prohibitions.

Paul Lawrence

Executive Director of Place

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Implementation of new parking prohibitions

2. Executive Summary

- 2.1 This report updates Committee on the introduction of new parking prohibitions, which will come into force on 11 December 2023, with enforcement commencing in Edinburgh in January 2024.

3. Background

- 3.1 Ensuring that Edinburgh's roads and pavements are accessible for all is a key factor in delivering the Council's transport policies and supporting the travel hierarchy. Inconsiderate and obstructive parking on footways and at dropped kerbs as well as double parking causes inconvenience and accessibility issues for all. It particularly affects those with mobility problems, parents with pushchairs and older people.
- 3.2 The Council worked with Living Streets and Guide Dogs Scotland to lobby for legislative change and has always supported proposals to introduce a footway parking prohibition in Scotland to ensure a better and safer travelling experience for all. Prohibitions on footway parking, double parking and parking at dropped kerbs were finally included within the Transport (Scotland) Act 2019, bringing them into law.
- 3.3 However, the required regulations that support the enforcement and appeals processes for parking prohibitions have only now been finalised by Transport Scotland. The final regulations are expected to be published and to come into force on 11 December 2023. Final details of the regulations, including details of the fines will be available on 11 December 2023.
- 3.4 On 22 August 2022, the Council approved an [adjusted motion](#) by Councillor Lang on parking on pavements and at dropped kerbs. This committed the Council to introduce a pavement parking and double-parking ban, with only the exceptions mandated by the Scottish Government.
- 3.5 In preparation for the introduction of these new regulations, the Council has assessed 5,217 roads as part of the footway parking assessment project.

4. Main report

- 4.1 The final regulations will govern the enforcement and appeals processes for the new parking prohibitions and will confirm details such as the contravention codes that can be applied.

Preparing for introduction

- 4.2 Whilst work has been undertaken by the Council and contractors to prepare for the introduction of the new regulations, it is not possible to conclude this work until the regulations come into force.
- 4.3 This is further complicated by the fact that these contraventions will be issued under different legislation (Transport (Scotland) Act 2019) from the existing Decriminalised Parking Enforcement (DPE) contraventions (Road Traffic Act 1991). This requires significant changes to back-office system configurations and all associated enforcement stationery.
- 4.4 The work to finalise the necessary changes will commence as soon as it is confirmed that the new regulations have come into effect.
- 4.5 Transport Scotland are aware of the issues facing Local Authorities in preparing for these changes, including the timescales for introducing enforcement and the associated costs. A national awareness campaign is currently being designed by Transport Scotland to primarily focus on raising awareness of the difficulties pavement parking causes.
- 4.6 Once the regulations come into effect and the Transport Scotland campaign launches, the Council will run a complimentary communications campaign aligned with the national approach.

Awareness Campaign

- 4.7 The awareness campaign will be rolled out citywide with particular focus on streets where there is significant footway parking. It is hoped that this awareness campaign will start to change driver behaviour over the festive season, in advance of commencing enforcement in the new year. This will enable the necessary systems to be updated and will avoid introducing enforcement over the festive period.
- 4.8 A further, targeted, awareness campaign will also be launched during the transition period where behavioural change will be the focus and compliance with the prohibitions will be encouraged.

Footway Parking Assessment Project

- 4.9 From January 2024, it is proposed to commence enforcement of all dropped kerb and double-parking contraventions across the city.
- 4.10 Enforcing a footway parking prohibition will deliver significant benefits for all users of the footway, providing an unobstructed and safe route for travel. However, it is acknowledged that enforcement, particularly in areas where levels of footway

parking are significant, could inadvertently have a negative impact on the wider road network.

- 4.11 Displaced parking could potentially result in the inefficient operation of the road network, associated delays to public transport and emergency services, parking pressures in nearby streets and road safety issues.
- 4.12 The Red, Amber, Green (RAG) classification of all 5,217 streets included within the footway parking assessment project highlights that, while 88% of the city's streets have no footway parking taking place (RAG assessment – green) and 0.7% have moderate levels (RAG assessment – amber), 11.3% (RAG assessment – Red) experience significant footway parking and therefore mitigation measures may be required to minimise negative impacts on the wider road network when the new regulations are introduced.

Enforcement and Resolution of Localised Issues

- 4.13 It is proposed to commence full enforcement of footway parking contraventions across the city at the same time as the dropped kerb and double-parking contraventions. However, it is acknowledged that further consideration should be given to those streets which have been classified as Red where displacement of parking, a potential result of enforcement action, is most likely to impact on the wider road network.
- 4.14 Whilst it is anticipated that most Red-classified streets will progress to full enforcement at the same time as all other streets, it is accepted that targeted interventions may be required in some specific cases should the displacement of vehicles begin to affect the road network or cause road safety issues.
- 4.15 It is considered that a targeted awareness campaign, focussing on trying to change driver behaviour whilst acknowledging the difficulties faced by residents and businesses, will help to promote driver change in advance of enforcement commencing and during a transition period when enforcement action is taken.
- 4.16 This will allow time for any behavioural changes to take effect and for the Council to properly assess how the footway parking prohibition is impacting on the wider network (and therefore whether any mitigation measures, such as waiting restrictions/prohibitions) may be necessary.
- 4.17 In circumstances where enforcement of the footway parking prohibition is having a negative impact on the wider network, on parking pressures in surrounding unrestricted streets or on how a street can be safely serviced, by emergency vehicles or waste collection, for example, officers will seek to intervene rapidly utilising available powers to restrict inconsiderate parking.
- 4.18 Only where impacts on the wider network, road safety or servicing cannot be resolved using parking restrictions and prohibitions would an Exemption Order be considered. In these exceptional circumstances any proposed Exemption Order would be considered fully by Committee before being progressed.

- 4.19 If an Exemption Order was approved and progressed, it would require the marking of formal parking places and the installation of associated signage.

5. Next Steps

- 5.1 Once the final regulations come into force, the Council will finalise the changes required to its enforcement software and stationery.
- 5.2 It is anticipated that enforcement of the new parking prohibition contraventions will commence in January 2024.
- 5.3 The Council will assess how the footway parking prohibition is impacting on the wider network and consider all necessary mitigation measures, such as waiting restrictions/prohibitions. Only in very exceptional circumstances would an Exemption Order be considered which would have to receive Committee approval before being progressed.

6. Financial impact

- 6.1 The cost of upgrading the systems and stationery to support the introduction of these regulations will be met by the Council's parking budget.
- 6.2 Officers are awaiting confirmation of whether additional funding will be made available to Councils to meet the cost of processing and making Traffic Regulation Orders or other mitigation measures that may be required as a result of the introduction of the footway parking prohibitions.

7. Equality and Poverty Impact

- 7.1 The changes proposed in this report are not considered to have any negative Equality or Poverty Impacts.
- 7.2 Implementing these parking prohibitions should be beneficial to all pedestrians, but particularly to wheelchair users or those with prams etc. who may benefit most from enforcement of the dropped kerb and footway parking prohibitions.

8. Climate and Nature Emergency Implications

- 8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity. The Council

“must, in exercising its functions, act in the way best calculated to contribute to the delivery of emissions reduction targets”

(Climate Change (Emissions Reductions Targets) (Scotland) Act 2019), and

“in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions”

(Nature Conservation (Scotland) Act 2004)

- 8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

Environmental Impacts

- 8.3 This section should identify any positive or negative environmental impacts, as well as the steps taken (or planned) to mitigate any adverse impacts. This includes impacts on greenhouse gas emissions, air quality, biodiversity, and adaptation to climate change.
- 8.4 More detailed information on the different types of impacts and how to assess them can be found in the supporting guidance document.

9. Risk, policy, compliance, governance and community impact

- 9.1 It is anticipated that implementing the prohibitions on footway parking, double parking and parking at dropped kerbs across Edinburgh will have a positive impact on communities, helping to ensure that footways are kept clear for pedestrians and vulnerable road users.
- 9.2 Transport Scotland have been working with stakeholders on this matter for several years and have also undertaken extensive consultation exercises which were open to the public.
- 9.3 Transport Scotland are also planning a national communications campaign on this matter, which will be supported by specific communications for Edinburgh.
- 9.4 In developing plans to introduce these new regulations, the Council has considered the potential impact of enforcement particularly in areas which were categorised red in the footway assessment project. Monitoring of compliance with the regulations in these areas will begin, considering any impacts on the wider road network. Where necessary, the Council may put in place traffic regulation measures to minimise the impact. An Exemption Order may be considered in exceptional circumstances which would have to receive Committee approval before being progressed

10. Background reading/external references

- 10.1 Review of parking policy – [report](#) for Transport and Environment Committee, 8 December 2022.

11. Appendices

Appendix 1 – Summary of footway parking assessment project outcome report



CEC Footway Parking Prohibition

Extract of report on the survey, analysis and recommendations for footway parking in relation to the Transport (Scotland) Act 2019
City of Edinburgh Council

Document 1000008034 – CEC Footway Parking - Report
Date: September 2022

Document control

Project Centre has prepared this report in accordance with the instructions from The City of Edinburgh Council. Project Centre shall not be liable for the use of any information contained herein for any purpose other than the sole and specific use for which it was prepared.

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Authorised by	Graham Storrie	Graham Storrie	
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EXECUTIVE SUMMARY

This report describes the process followed by Project Centre Limited (PCL) for the survey and review of footway parking on Edinburgh's roads.

A desktop study identified locations where footway parking is taking place around the city. The results of this assessment were used to classify Edinburgh's roads (into Red, Amber and Green categories) and ascertain those that required a site visit. Red roads being areas that had significant levels of footway parking, amber moderate levels and green no footway parking or had footway parking but where the prohibition would have little impact, for example where carriageways were wide enough to accommodate parking and unobstructed traffic flow. A flowchart with the checks carried out for the classification of each road is included in Appendix A. In addition, a list of roads in each ward where footway parking was identified, regardless of the classification of the road, is included in Appendix D.

PCL assessed the parking displacement envisaged as a result of the introduction of the legislation at each road where significant footway parking was identified (i.e. RED roads). Furthermore, PCL identified potential interventions that could help to mitigate the impact of the new legislation coming into effect at these locations. PCL then proposed a final recommendation for each location. Physical mitigations such as footway widening will be more expensive than "soft" measures such as the considered introduction of road markings. Therefore, where multiple mitigation options were identified, interventions were prioritised based on current policy and those which could achieve best value. The included indicative prices for mitigation measures are based on 2021-22 prices and these may change should measures need to be introduced in future years. These costs are based on potential Traffic Regulation Order (TRO) or Exemption Order prices which may include various elements such as signage, road markings, traffic management and enforcement services where required. Economies of scale could be achieved by batching potential orders together, but this has not been included and for the purposes of this report single streets or clusters are reported individually."

PCL completed site visits to those roads that were categorised as Unclassified during the desktop study. These roads were not classified for various reasons (e.g. the road

was under construction at the time of the assessment). A site visit was undertaken for all the Unclassified roads to assess footway parking on-site and classify them. As shown in Table 1, several roads remain Unclassified as it is still not possible to classify them. Further details about these roads are included in Section 3 of this report.

PCL visited those areas identified during the desktop study as clusters. A cluster, for the purposes of this study, is formed by a group of roads, or sections of road, classified as RED and in close proximity to one another where significant parking displacement is envisaged as a result of the introduction of the legislation.

Additionally, in some instances, there is less than ample capacity in adjacent roads to accommodate displaced vehicles. It is expected that areas identified as clusters will face increased parking problems, for example residents not being able to park as close to their homes as they've become accustomed to and may require mitigation measures, such as community engagement and increased enforcement.

A breakdown of the RAG category and number of clusters in each ward is shown in Table 1. The records from each site visit are included in Appendix B. The results of the pavement parking assessment, possible parking displacement and proposed mitigations for each RED road are included in Appendix C.

Table 1: Executive Summary - RAG Breakdown per Council Ward

Council Ward	Total	RED	AMBER	GREEN	UNCLASSIFIED	Clusters
01 - Almond	470	57	1	412	0	0
02 - Pentland Hills	331	27	0	304	0	0
03 - Drum Brae / Gyle	234	19	0	215	0	1
04 - Forth	297	55	0	242	0	2
05 - Inverleith	345	18	0	327	0	0
06 - Corstorphine / Murrayfield	265	31	0	234	0	2
07 - Sighthill / Gorgie	259	24	1	233	1	1
08 - Colinton / Fairmilehead	265	41	2	222	0	1
09 - Fountainbridge / Craiglockhart	220	19	0	201	0	1
10 - Morningside	242	9	0	233	0	0
11 - City Centre	456	5	3	447	1	0
12 - Leith Walk	207	24	1	182	0	0

13 - Leith	240	48	11	181	0	3
14 - Craightinny / Duddingston	252	41	4	207	0	1
15 - Southside / Newington	327	9	0	318	0	0
16 - Liberton / Gilmerton	368	70	10	288	0	0
17 - Portobello / Craigmillar	407	59	2	343	3	3
TOTAL	5185	556	35	4589	5	15
%	100%	10.7%	0.7%	88.5%	0.1%	

1. Introduction

Background

- 1.1.1 The Scottish Government intends to introduce national prohibitions on footway and double parking and parking at dropped crossings under the Transport (Scotland) Act 2019.
- 1.1.2 The main aim of the legislation is to improve walking conditions for pedestrians and to grant local authorities additional enforcement powers to help keep footways clear of parked vehicles.
- 1.1.3 The City of Edinburgh Council (CEC) appointed Project Centre Limited (PCL) on 12th January 2022 to carry out a study of the streets within its boundary, including all roads already enforced within controlled parking zones (CPZ).
- 1.1.4 The Strategic Review of Parking (SRoP) is in the early stages of its implementation phase. The interventions proposed in this report, while aware of the SRoP proposals, are independent of the introduction of any additional parking controls that may be implemented within the city.
- 1.1.5 The intention of the study is to provide an improved understanding of the city's streets and in particular, areas where the legislation referenced above will apply and may require additional enforcement and/or interventions, such as exemptions or mitigation measures.

2. Methodology

2.1 Study Phases

2.1.1 This study was completed in two different phases:

- Phase 1: provided an initial overview and a single 'classification' for each street within Edinburgh.
- Phase 2: focussed on the worst-affected streets, assessing footway parking, potential parking displacement as a result of the legislation coming into effect and providing recommendations for specific streets at a segmented level.

2.1.2 The methodology for each phase is detailed in the following sections.

2.2 Phase 1

2.2.1 Only publicly adopted streets in the City of Edinburgh Council area were assessed to determine whether footway parking is currently taking place. The study area comprised all adopted roads within the red bounded areas shown in Figure 1. Major trunk roads (i.e. the M8) and unclassified roads without footways, such as many in rural West Edinburgh were omitted from the project, as they are likely to be outwith the scope of the legislation.

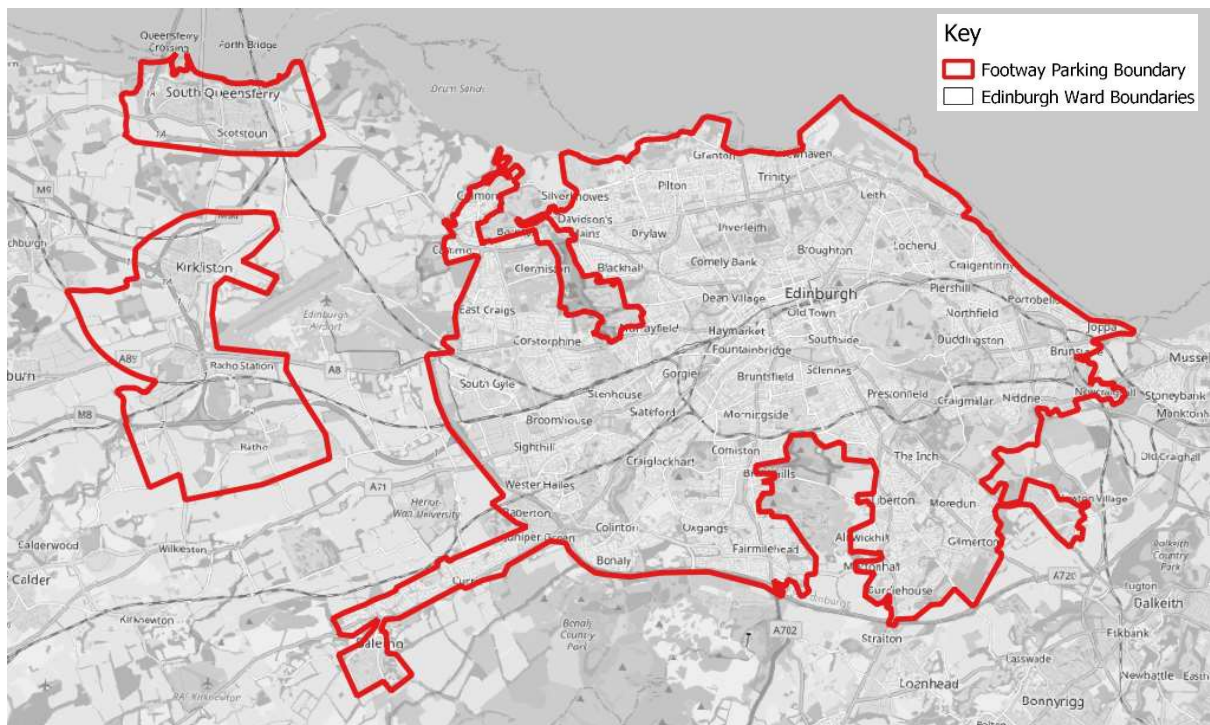


Figure 1: Study Extents

- 2.2.2 The Council provided PCL with a Graphic Information System (GIS) database containing all road and carriageway boundaries within Edinburgh, categorised by adoption status, e.g. 'adopted' 'prospectively adopted', 'private', etc. PCL processed the database to exclude 'private' roads and those streets outside the study boundary.
- 2.2.3 PCL setup a spreadsheet with tabs for each of the Council's 17 Wards. Within each of these tabs, all public roads in the Ward were listed. The following attributes were then assigned to each road:
- Ward code
 - Street Name
 - Road Identification Unique Code
 - Current Road Adoption Status
 - Road Length
 - Number of carriageway lanes
 - Minimum carriageway width along the road
 - Footway 1 (if present) minimum width along the road
 - Footway 2 (if present) minimum width along the road
 - Level of Footway Parking on Footway 1 (if present) - expressed as a percentage of the approximate length of footway occupied by parked vehicles
 - Level of Footway Parking on Footway 2 (if present) - expressed as a percentage of the approximate length of footway occupied by parked vehicles
- 2.2.4 Some carriageways and footways had assigned widths in the database provided by the Council. However, there were considerable gaps in this information. PCL manually input this information during the Phase 1 desktop study to complete the data.
- 2.2.5 For those roads that lack this information in the database, PCL took 3 measurements for the carriageway, Footway 1 and Footway 2 (if present) and input the average values in the spreadsheet. PCL used CEC's ArcGIS online tool¹ to obtain any length or width that was not included in the database provided by the Council.

¹ <https://www.edinburgh.gov.uk/statutorypublicroads>

2.2.6 Once this information was gathered and the spreadsheet was set up, PCL completed a desktop assessment of the streets. Streets were categorised using Red/Amber/Green (RAG) status, with red being areas that had significant levels of footway parking, amber moderate levels and green no footway parking. This is explained in further detail below:

- **RED** – Significant levels of footway parking currently taking place and may need consideration of mitigation measures.
 - These are typically streets with narrow footways and carriageways, where endemic footway parking takes place. Where parking fully on the carriageway may present problems for the free flow of traffic, block it entirely, or force motorists to drive on the footway to pass. There may also be a significant loss of parking for local residents and displacement into other areas where there may not be surplus capacity to accommodate further parking demands.
 - Moderate levels of footway parking taking place but the resulting unobstructed footway width where footway parking is taking place is less than 1.5m.
- **AMBER** – Moderate levels of footway parking currently taking place; however, footway parking could be prohibited with minimal impact.
 - These streets typically have wider footways and ample carriageway widths to safely accommodate parking on at least one side and allow the free passage of vehicles on the other. There is enough parking capacity for all demand, but vehicles would need to be parked further from residents' homes.
- **GREEN** – No footway parking taking place and footway parking can easily be prohibited with no discernible impact.
 - These roads typically have wide footways and wide carriageways; enough to allow parking on both sides of the road and enable the free passage of traffic (even on a one-way basis). The majority of streets in the city fall into this category.
- **Unclassified** – Unable to assess and classify the road into the categories described above.
 - These roads were not classified during the desktop study. The most common reasons were that road was under construction at the time of the assessment, or there was insufficient information about the

road on GIS mapping systems or Google Street View resources. A site visit was undertaken for all the 'Unclassified' roads in order to assess those on-site and classify them. The outcome of the site visit is described in the following sections of this report (Section 3).

2.2.7 PCL performed a series of checks to assign a RAG classification to each street. A flowchart diagram illustrating the classification using this process is included in Appendix A.

2.2.8 This methodology was developed to minimise subjectivity in the assessment of footway parking and provide a structured framework for the consistent and objective application of the RAG classification.

2.3 Phase 2

2.3.1 The desktop assessment carried out during Phase 1 resulted in some roads remaining as 'Unclassified'. The assessor classified these roads as 'Unclassified' in the following scenarios:

- The road/footways are under construction and footway parking cannot be assessed via desktop study
- There is an issue with the road record extracted from the CEC database (e.g. wrong/blank road name).
- The record does not correspond to a road (e.g. cycle track, path, etc.)
- The road is not found in the CEC ArcGIS database or Google Maps.
- Footway parking cannot be assessed via desktop study.

2.3.2 A sense-check of these 'Unclassified' roads was undertaken by a second assessor. This assessor broke down these roads into:

- Code the section in RAG: the second assessor was able to classify the road performing the checks included in Appendix A.
- 'Site Visit Required': where the assessor believed the road could be coded via site visit (e.g. area under construction in Google Maps).

2.3.3 Following the completion of the preliminary RAG classification, PCL carried out a detailed analysis of those streets categorised as RED. The roads contained in the Council's GIS database were split into different segments, an extract of which is shown in Figure 2.

2.3.4 A specific identifier (Section ID) was assigned to each individual road segment. For example, Addiston Crescent is split in the database into four different segments. Therefore, the Section IDs for the road are:

- 02-Pentland Hills-Addiston Crescent-CW-1
- 02-Pentland Hills-Addiston Crescent-CW-2
- 02-Pentland Hills-Addiston Crescent-CW-3
- 02-Pentland Hills-Addiston Crescent-CW-4

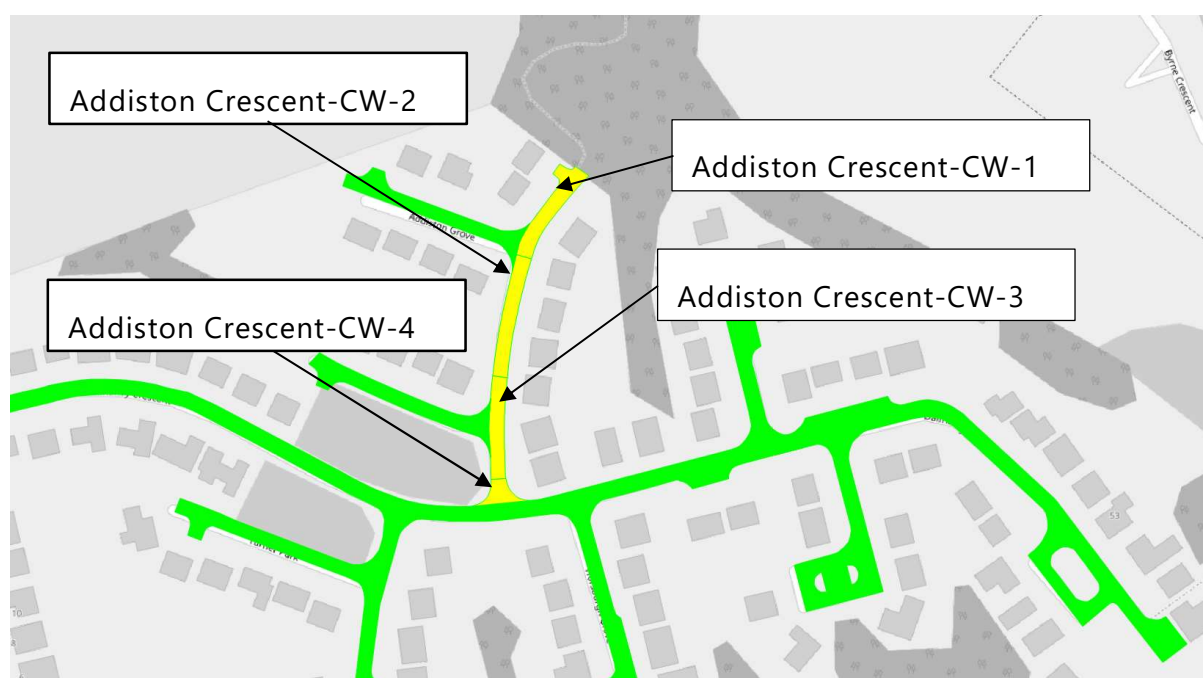


Figure 2: Street Segments in the GIS Database – Addiston Crescent

2.3.5 This enabled PCL to complete a granular assessment of the streets categorised as RED. Rather than studying roads classified as RED as single entities, PCL assessed footway parking on each segment, providing more robust data to support more detailed conclusions on impacts and interventions.

2.3.6 PCL gathered factual information for each segment where footway parking was taking place (i.e. segment length, carriageway width, number of lanes, footways width, number of cars parked on each footway, etc.) and carried out the granular assessment.

2.3.7 In the completion of the granular assessment, PCL assessed if the introduction of the legislation will lead to a reduction in parking capacity,

or if the legislation will not lead to a considerable loss of parking.

Examples of the latter case include:

- Parking displacement from footway to carriageway will not create a problem for emergency vehicles.
- There are available parking spaces nearby that the cars currently parked on the footway could be using.
- Cars currently parked on the footway are possibly second household cars and there is space available in properties (garages or driveways) next to the road.
- Cars parked temporarily on the footway (deliveries, trades people, etc.)
- Considerable parking available in the adjacent streets.

2.3.8 Following the above, PCL assessed the segment's geometry to identify suitability of the following potential mitigation measures to alleviate footway parking:

- Introduction of parking bays
- Footway widening
- Introduction of staggered parking bays in combination with passing places
- Introduction of road markings
- Exemption

2.3.9 PCL then proposed a final recommendation for each location. Physical mitigations such as footway widening will be more expensive than "soft" measures such as the introduction of road markings. Therefore, where multiple mitigation options were feasible, recommendations were prioritised by the most cost-effective option.

2.3.10 As mentioned in Section 1 in this report, the Strategic Review of Parking (SRoP) is currently under way and the final decision on its outcomes have yet to be made. However, any interventions proposed in this report, while recognising the SRoP work are independent of it.

2.3.11 PCL developed a project spreadsheet to incorporate the results of the granular assessment and the recommended mitigations and map-based digital information files (i.e. GIS Shapefiles) for each Council Ward. These GIS Shapefiles included a visual representation of all the street segments

included within each Ward. These segments were assigned a red, amber, green or purple colour to reflect the assessed level of footway parking. The project spreadsheet and the GIS Shapefiles were shared with CEC as part of the study package.

2.3.12 The proposed mitigation measures identified for each road and the potential impact on nearby locations caused by the envisaged parking displacement was then assessed. Table 2 shows how parking displacement was assessed.

Table 2: Methodology – Impact of Parking Displacement

Impact Parking Displacement	Assessment
No impact	0% of identified footway parking will be likely to be displaced to nearby roads. Sufficient on-carriageway space on the same road
Minor	<25% of identified footway parking will be likely to be displaced to nearby roads AND 100% of parking displacement can be accommodated on surrounding roads without introducing additional parking pressures (i.e. available parking spaces on nearby roads will likely be reduced by <25%)
Moderate A	<25% of identified footway parking will be likely to be displaced to nearby roads AND 100% of parking displacement can be accommodated but leading to ‘Moderate’ parking pressures on surrounding roads (i.e. available parking spaces on nearby roads will likely be reduced by 25%-50%)
Moderate B	25-50% of identified footway parking will be likely to be displaced to nearby roads AND Up to 50% of parking displacement could be accommodated on surrounding roads without introducing additional parking pressures (i.e. available parking spaces on nearby roads will likely be reduced by <25%)
Significant A	<25% of identified footway parking will be likely to be displaced to nearby roads AND 100% of parking displacement can be accommodated but leading to ‘Significant’ parking pressures on surrounding roads ((i.e. available parking spaces on nearby roads will likely be reduced by >50%)
Significant B	25-50% of identified footway parking will likely be displaced to nearby roads AND Up to 50% of parking displacement could be accommodated but ‘Moderate’ parking pressures will be introduced on surrounding roads (i.e. available parking spaces on nearby roads will likely be reduced by 25%-50%)
Significant C	>50% of identified footway parking will be likely displaced to nearby roads AND 100% of parking displacement can be accommodated on surrounding roads without introducing additional parking pressures (i.e. available parking spaces on nearby roads will likely be reduced by <25%)
Significant D	>50% of identified footway parking will be likely displaced to nearby roads AND 100% of parking displacement can be accommodated but leading to ‘Significant’ parking pressures on surrounding roads ((i.e. available parking spaces on nearby roads will likely be reduced by >50%)

- 2.3.13 PCL completed a geospatial analysis to identify clusters of segments with endemic footway parking. A cluster is formed by a group of roads or segments where significant footway parking is taking place (RED segments) which are near one another. In order for a group of RED segments to be defined as a cluster, parking displacement to nearby roads as a result of the introduction of the legislation must be envisaged. A group of RED segments is not defined as a cluster if the footway parking identified can be accommodated fully on the carriageway or in other segments of the same road or those adjacent to it, without introducing parking pressures on nearby roads. It is expected that, once the legislation comes into being, residents living in areas identified as clusters will face increased parking problems as incorrect parking is addressed. Therefore, footway parking has holistically been assessed at these clusters and different mitigation measures have been identified for each of them.
- 2.3.14 After the completion of the granular assessment and cluster analysis, PCL arranged two workshops (07/06/2022 & 14/07/2022) with CEC to present the outcome of the cluster analysis and present the potential mitigation measures identified.

3. Results

3.1 Overall Results

3.1.1 Following completion of the Phase 1 and Phase 2 assessments above, this Section summarises the results.

3.1.2 The overall results are presented below, and this is followed by separate sections providing a detailed analysis for each Council Ward.

3.2 Overall Results – RAG Classification

3.2.1 A breakdown of the roads assessed in each Council Ward, by RAG category, is shown in Table 3.

Table 3: RAG Breakdown per Council Ward

Council Ward	Total	RED	AMBER	GREEN	UNCLASSIFIED
01 - Almond	470	57	1	412	0
02 - Pentland Hills	331	27	0	304	0
03 - Drum Brae / Gyle	234	19	0	215	0
04 - Forth	297	55	0	242	0
05 - Inverleith	345	18	0	327	0
06 - Corstorphine / Murrayfield	265	31	0	234	0
07 - Sighthill / Gorgie	259	24	1	233	1
08 - Colinton / Fairmilehead	265	41	2	222	0
09 - Fountainbridge / Craiglockhart	220	19	0	201	0
10 - Morningside	242	9	0	233	0
11 - City Centre	456	5	3	447	1
12 - Leith Walk	207	24	1	182	0
13 - Leith	240	48	11	181	0
14 - Craightinny / Duddingston	252	41	4	207	0
15 - Southside / Newington	327	9	0	318	0
16 - Liberton / Gilmerton	368	70	10	288	0
17 - Portobello / Craigmillar	407	59	2	343	3
TOTAL	5185	556	35	4589	5
%	100%	10.7%	0.7%	88.5%	0.1%

3.2.2 The overall RAG breakdown of the roads within the study network is shown in Figure 3.

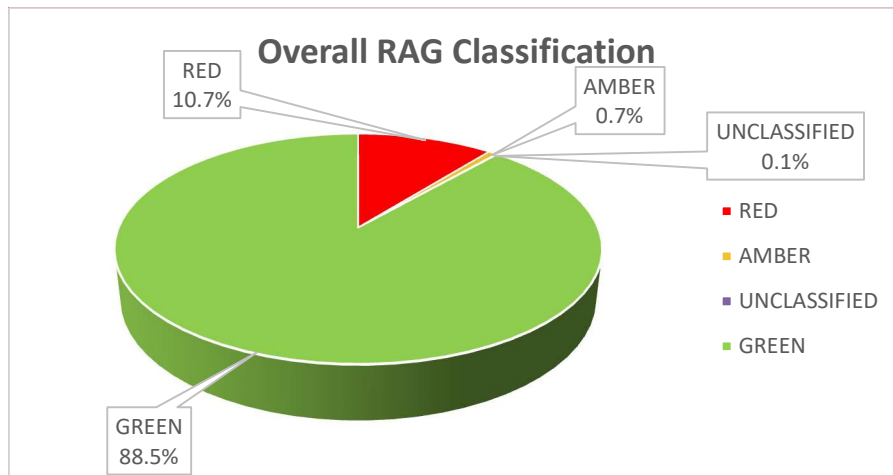


Figure 3: Overall RAG Classification

3.3 Overall Results - Cluster analysis

3.3.1 A cluster is formed by a group of roads, or segments, near each other that are all classified as RED where significant parking displacement is envisaged as a result of the introduction of the new legislation. As mentioned before in this report, it is expected that residents of and visitors to such areas identified as clusters will face increased parking problems and may possibly require additional mitigation measures as incorrect parking is addressed.

3.3.2 A total of 15 clusters have been identified during the study and a further breakdown by ward is included below. Wards 13 and 17 had the most clusters; each with three being identified. However, eight Wards had zero clusters identified with the rest having one or two. Table 4 includes a breakdown of the clusters identified in this study.

Table 4: Overall cluster breakdown

Council Ward	Clusters
01 - Almond	0
02 - Pentland Hills	0
03 - Drum Brae / Gyle	1
04 - Forth	2
05 - Inverleith	0
06 - Corstorphine / Murrayfield	2
07 - Sighthill / Gorgie	1
08 - Colinton / Fairmilehead	1
09 - Fountainbridge / Craiglockhart	1
10 - Morningside	0
11 - City Centre	0
12 - Leith Walk	0
13 - Leith	3
14 - Craightinny / Duddingston	1
15 - Southside / Newington	0
16 - Liberton / Gilmerton	0
17 - Portobello / Craigmillar	3
TOTAL	15

Transport and Environment Committee

10.00am, Thursday, 16 November 2023

Supported Bus Services

Executive/routine Wards	Routine All, particularly Wards 1- Almond, 2 – Pentland Hills, 11 - City Centre, 14 – Craightinny/Duddingston, 17 – Portobello/Craigmillar
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1. Recommendations

- 1.1 Transport and Environment Committee is asked to note:
 - 1.1.1 The intention set up a Dynamic Purchasing System for supported bus services in Edinburgh;
 - 1.1.2 The proposed supported bus service network routes which will then be tendered under the Dynamic Purchasing System; and
 - 1.1.3 That the outcome of the set-up of the Dynamic Purchasing System is expected to be reported to Finance and Resources Committee on 25 January 2024, with an update in the Business Bulletin to Transport and Environment Committee on 1 February 2024.

Paul Lawrence

Executive Director of Place

Contact: Daisy Narayanan, Head of Placemaking and Mobility

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

Supported Bus Services

2. Executive Summary

- 2.1 This report updates Committee on the procurement of the Council's supported bus services network.

3. Background

- 3.1 On 17 August 2023, Committee received an [update](#) on the current arrangements and proposed approach to review the Council's supported bus services network. This report included details of the existing network, with a summary provided in Appendix 1 of this report.
- 3.2 Committee requested ongoing concise updates to each Transport and Environment Committee on current arrangements in Ratho and on-going work to review, improve and retender supported bus services.
- 3.3 In addition, committee reiterated the direction given on 18 May 2023 in respect of the formal Prior Information Notice (PIN) and exploring opportunities to link with local businesses and organisations. Committee requested that full use be made of the valuable work done by the Ratho Bus Working Group.
- 3.4 The outcomes which Committee agreed for this work were to:
- 3.4.1 Support isolated communities;
 - 3.4.2 Promote accessibility and social inclusion (for example by providing access to health services, employment, leisure and shopping for older people, disabled people, and those from areas of social deprivation and high unemployment); and
 - 3.4.3 Ensure that the framework used to inform recommendations for tender and development of alternative route and service options should include equalities criteria that support the aims (3.4.1 and 3.4.2).
- 3.5 Business Bulletin updates have been provided to Committee on [14 September 2023](#) and [12 October 2023](#).

4. Main report

- 4.1 As outlined in the report to Committee in August 2023 and in subsequent Business Bulletin updates, officers have continued to engage with local Community Councils, Elected Members and bus operators in the west of the city on the provision of supported bus services. This has included consideration of the information provided by the Ratho Bus Working Group and feedback on connectivity and aspirations for the future of the network.
- 4.2 In addition, engagement with bus operators has continued on the development of routes which are efficient, reliable and affordable.

Supported Bus Service Options

- 4.3 In advance of tendering for the new supported bus service routes in the city, Appendix 1 contains a summary of the routes which will form part of the tendering process.
- 4.4 Revisions to the existing supported bus services network are proposed to create the following routes:
- 4.4.1 Gyle - Ratho Station – Ratho – Hermiston Park & Ride;
 - 4.4.2 Queensferry – Kirkliston – Newbridge – Gyle;
 - 4.4.3 Craigmyle – Ravelston Dykes – City Centre – Dumbiedykes;
 - 4.4.4 Gyle – Clermiston – Corstorphine; and
 - 4.4.5 Chesser – Wester Hailes.
- 4.5 In addition, a new service would connect Cramond – Gyle – Edinburgh park – Sighthill – Hermiston – Currie – Balerno, improving north-south connectivity in the west of the city. A Portobello Circular is also proposed to be reintroduced.
- 4.6 Recognising the feedback received from the Ratho Bus Working Group, an additional proposal has been developed to provide a direct link between the city centre and Ratho Station and Ratho, with potential connectivity to other visitor attractions and businesses in the area. It is proposed that this route would operate hourly, however, the option of a half-hourly frequency during the daytime will also be included, recognising the aspirations of the local community.
- 4.7 All revised routes seek to address changing patterns of travel demand and improve service reliability, while aligning with the Council's City Mobility Plan and Net Zero objectives.
- 4.8 However, initial feedback from bus operators has highlighted that this service may potentially be in competition with other commercial services and there may be limited operator interest in the route.

Dynamic Purchasing System

- 4.9 At the recommendation of the Council's procurement team, based on market research, it is intended to set-up a Dynamic Purchasing System (DPS). Unlike a

Framework Agreement, a DPS enables any new candidates (operators) who satisfy the selection criteria to be admitted throughout the lifetime of the DPS.

- 4.10 The selection criteria will include, but may not be limited to, meeting the relevant Public Service Vehicle (PSV) operator license requirements (or equivalent).
- 4.11 All contractors who are awarded into the DPS will then be invited to tender for each specific route under the DPS. This enables the Council to proceed with tendering each route on a phased basis, with tendering expected to proceed consecutively.
- 4.12 The phased approach recognises the demand on contractors in preparing tender submissions and therefore is expected to improve the quality of submissions received.
- 4.13 A Prior Information Notice (PIN) was published on 9 November 2023.

5. Next Steps

- 5.1 Officers will continue to review and refine the proposed supported bus service routes in preparation for tendering under the DPS.
- 5.2 An invitation to apply for admission to the DPS for the provision of supported bus services will shortly be advertised on Public Contracts Scotland, with a closing date for initial applications of mid-December 2023. Contractors may apply to join the DPS at any point during its validity if they satisfy the selection requirements, and if none of the grounds for exclusion apply.
- 5.3 A report to Finance and Resources Committee on 25 January 2024 is expected to recommend the appointment of contractors to the DPS.
- 5.4 If Finance and Resources Committee approve the set-up of the DPS, contractors on the DPS will be invited to tender for the supported bus service routes on a phased basis.
- 5.5 Following the preparation of tender documentation, the expectation is that each route will be put out to contractors on the DPS for a minimum of three weeks. Officers will ensure that the evaluation and due diligence of bids proceeds as swiftly as possible, and that Elected Members are kept updated throughout the tendering process.

6. Financial impact

- 6.1 The current annual budget for supported bus services is £1.5m.

7. Equality and Poverty Impact

- 7.1 An integrated impact assessment is underway and is expected to be completed for inclusion within the report to Finance and Resources Committee on 25 January 2024.

8. Climate and Nature Emergency Implications

- 8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity. The Council

“must, in exercising its functions, act in the way best calculated to contribute to the delivery of emissions reduction targets”

(Climate Change (Emissions Reductions Targets) (Scotland) Act 2019), and

“in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions”

(Nature Conservation (Scotland) Act 2004)

- 8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

Environmental Impacts

- 8.3 A key part of the tendering under the DPS will be the requirement for contractors to work towards achieving zero emissions as soon as practical, in support of the city’s net zero emissions target. Contractors are also aware of the Low Emission Zone implementation in 2024.

9. Risk, policy, compliance, governance and community impact

- 9.1 The outcomes noted in paragraph 3.4 are at the centre of the development of the draft proposed supported bus service routes.
- 9.2 There have been discussions with affected Community Councils and other representative groups, particularly in the west of the city, and with Elected Members on the need for supported bus services to improve local connectivity and accessibility.

10. Background reading/external references

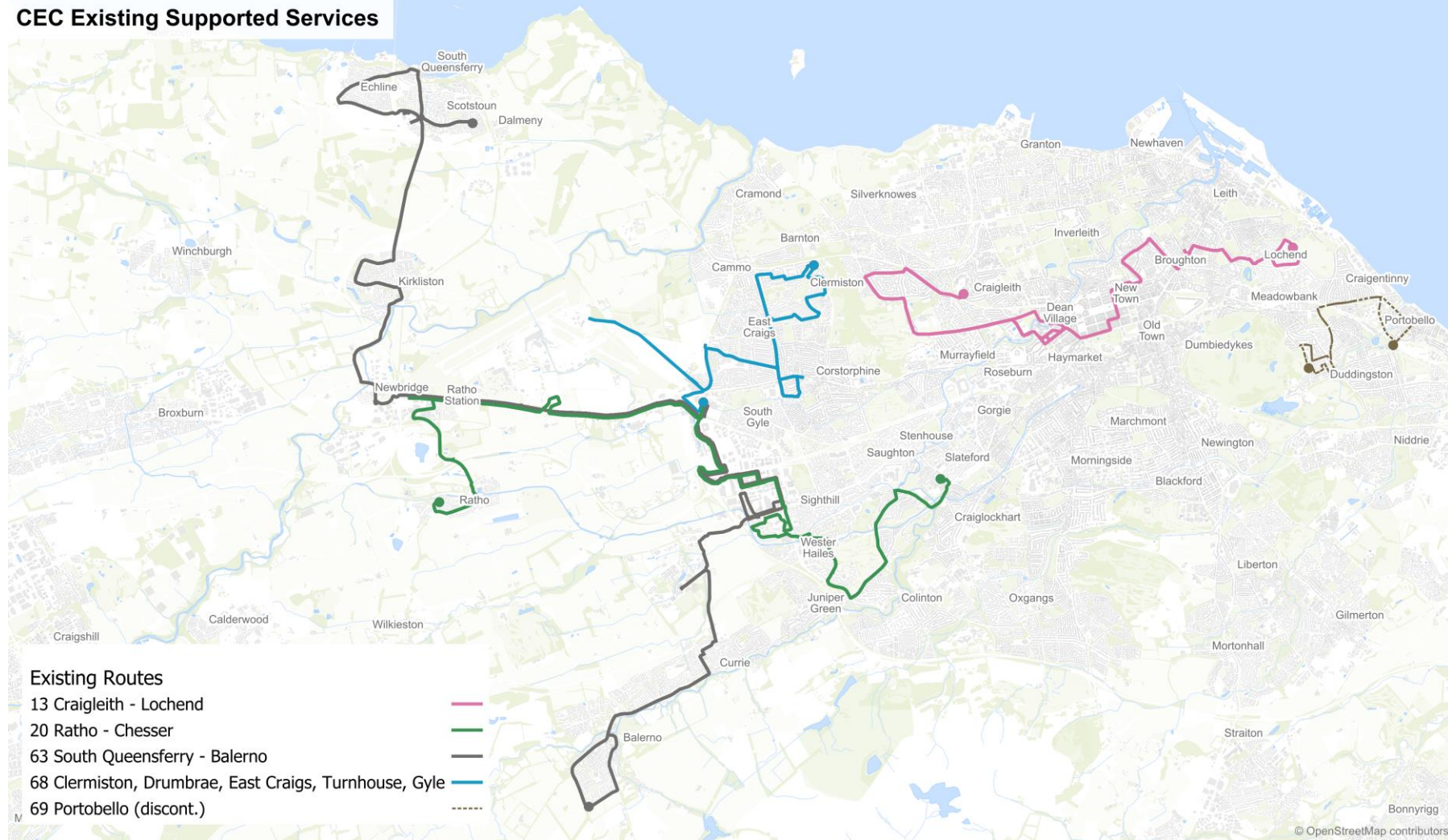
- 10.1 None.

11. Appendices

Appendix 1 – Current and Proposed Supported Bus Service Routes

Existing Supported Services

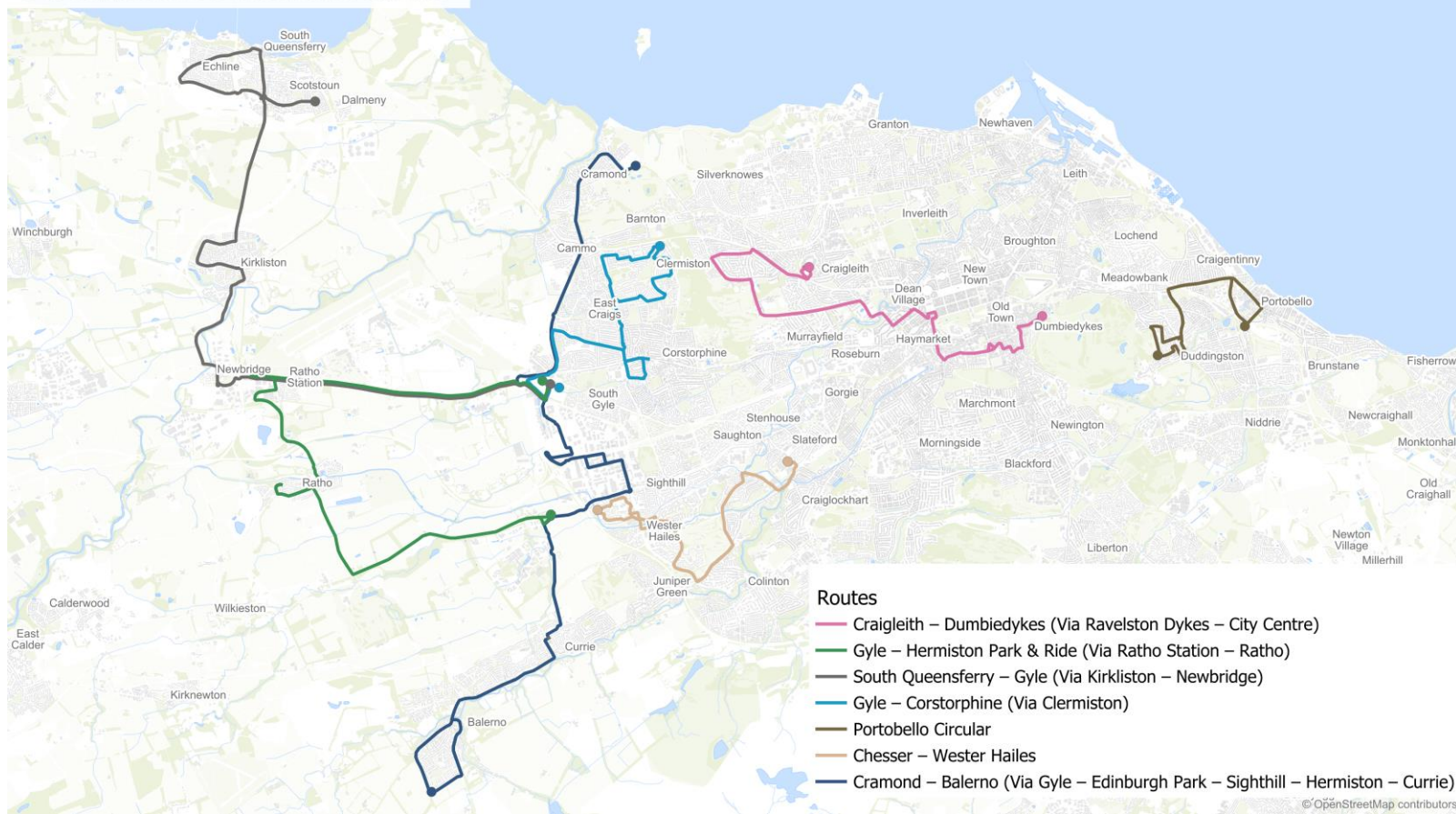
CEC Existing Supported Services



Metrics	ECL 13	McGill's 20	McGill's 63	McGill's 68	Lothian 69 (discont.)
Route	Lochend - Craigleith	Ratho - Chesser	S. Queensferry - Balerno	Gyle Circular	Portobello Circular
Hours of Operation* First-Last Departure	0635-1826 Mon-Sat No Sunday service	0630-2130 Mon-Sat 0832-2332 Sun	0642 – 1817 Mon-Sat 0755 – 1817 Sun	0900-1530 Mon-Fri 0957-1310 Sat No Sunday service	0918-1541 Mon-Sat No Sunday service
Frequency / Route Time	~60 mins / ~55mins	~60 mins / ~65 mins	~90 mins / ~60 mins	~70 mins / ~65mins	~40 mins / ~40mins

Supported Services Options (1)

CEC Supported Services Route Options



Metrics	Gyle – Hermiston Park & Ride	Chesser – Wester Hailes	Queensferry – Gyle	Cramond – Balerno	Gyle – Corstorphine
Route	Via Ratho Station, Ratho	Via The Calders, Kingsknowe, Longstone	Via Kirkliston, Newbridge	Via Gyle, Edinburgh Park, Sighthill, Hermiston, Currie	Via Clermiston
Days of Week	Monday - Sunday	Monday - Saturday	Monday - Sunday	Monday - Saturday	Monday - Saturday
Frequency	Hourly	Hourly	Hourly	Hourly	Hourly
Approx. Start/End Times	Mon-Fri: 0600-2300 Sat: 0700-2300 Sun: 0800-2300	Mon-Fri: 1000-1600 Sat: 1000-1600	Mon-Fri: 0700-2000 Sat: 0700-2000 Sun: 0900-1900	Mon-Fri: 0600-2200 Sat: 0600-2100	Mon-Fri: 0900-1700 Sat: 1000-1500

Supported Services Options (2)

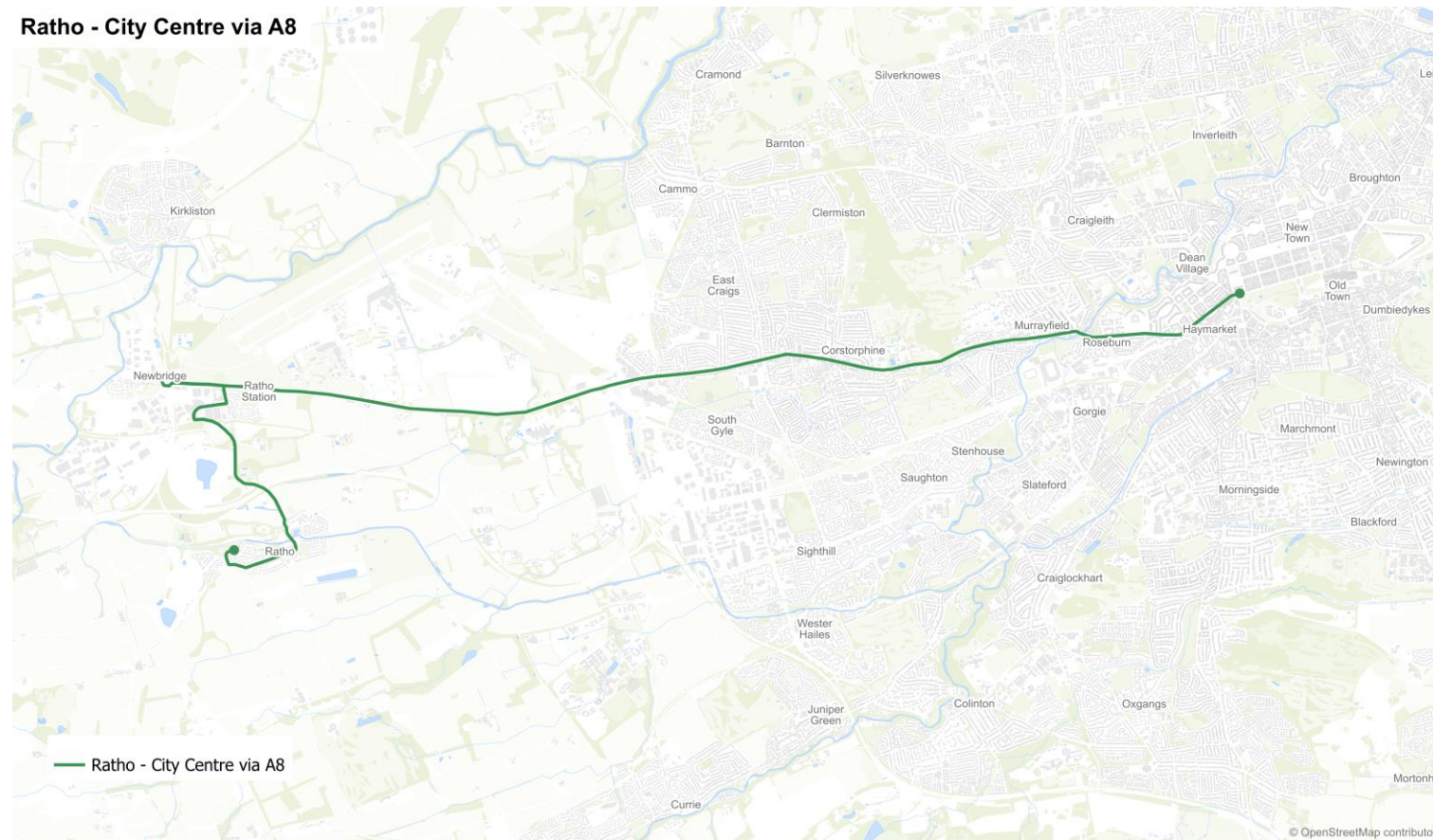
CEC Supported Services Route Options



Metrics	Craigeith - Dumbiedykes	Portobello Circular
Route	Via Ravelston Dykes, City Centre	Via Northfield, Duddingston
Days of Week	Monday - Saturday	Monday - Saturday
Frequency	Hourly	Hourly
Approx. Start/End Times	Mon-Fri: 0600-1900 Sat: 0700-1900 Sun: 0700-1900	Mon-Fri: 0900-1600 Sat: 0900-1600

Ratho – City Centre Direct Route (via A8)

Ratho - City Centre via A8



Metrics	Ratho – City Centre
Route	Via A8
Days of Week	Monday - Sunday
Frequency	Hourly / Half Hourly
Approx. Start/End Times	Mon-Fri: 0600-2300 Sat: 0700-2300 Sun: 0800-2300

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