

Business Bulletin

Transport and Environment Committee

10.00am, Thursday, 7 March 2024

Dean of Guild Court Room - City Chambers

Transport and Environment Committee

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

Recent news	Contact for further information
<p>Speed Activated Traffic Light Trial (Reverse Speed Discrimination)</p> <p>Transport Scotland are currently trialling speed activated traffic lights on the A75 Trunk Road in Springholm, between Dumfries and Stranraer. The trial was installed as a measure to improve compliance with an existing 30mph village speed limit. It included the installation of two sets of traffic lights with remote speed detection equipment. Should a vehicle approach the signals above a certain speed the traffic lights turn to red for a defined period.</p> <p>It is understood the trial has identified a reduction in vehicle speed through the village, however, results suggest an increase in speed on the exit of the signals and village.</p> <p>When the trial is complete, it is understood the results may be used to support an application to amend the relevant regulations and make the layout enforceable. The cost for the installation was approximately £220,000.</p> <p>At this time, officers do not intend to seek approval to progress with a similar trial, however, they will continue to engage with colleagues in Transport Scotland and offer a further update when the trial conclusions are reported. In an urban context it is expected the installation of similar equipment (one site), on a standard two-lane road, would likely cost between £50,000 and £75,000 depending on the</p>	<p>Dave Sinclair</p> <p>Wards Affected: All</p>

condition of the road and the requirement for anti-skid surfacing.

Active Travel Investment Funding

The Council's Active Travel Investment Programme (ATInP) and its annual programmes of behaviour change activities (to encourage increased active and sustainable travel) are both heavily dependant on external funding awards from Transport Scotland (TS).

TS have been reviewing the arrangements for the distribution of Scottish Government funding to Local Authorities (LAs) to support active travel and is currently in a state of transition.

In previous financial years, the main sources of external Capital funding towards the delivery of the ATInP were succesful project-specific funding bids to Sustrans' Places for Everyone (PfE) programme and TS' annual Cycling Walking Safer Routes (CWSR) funding grant. These monies were occasionally supplemented by succesful bids to other external funding streams and developers' Section 75 funding contributions (arising through the Planning process).

The primary source of external Revenue funding towards Behaviour Change activities was Paths For All's Smarter Choices Smarter Places (SCSP) programme.

In 2023/24, these funding sources have been supplemented by a new Active Travel Transformation Fund (ATTF), administered directly by TS. LAs were invited to submit project-specific bids for Capital funding from the ATTF to support both design and construction work being undertaken this year for active travel improvements.

Through this process, the Council was awarded the following additional funding:

- Design – Funding was awarded on 29 November 2023 for design work towards making experimental Travelling Safely schemes permanent (£0.086m). This funding will primarily be used to fund the programme of monitoring and evaluation work for these schemes. Further funding was awarded on 12 February 2024 for work to prepare and advertise Experimental Traffic Regulation Orders for the Travelling Safely programme (£0.047m).
- Construction – Funding was awarded on 26 September 2023 for construction work on Picardy Place Public Realm Improvements (£3.338m), Melville

[Daisy Narayanan](#)

Wards affected: All

Crescent Public Realm Improvements (£2.100m) and Tram Cycle Safety Improvements on Dalry Road at Haymarket Junction (£0.167m). Further funding was awarded on 9 January 2024 for an experimental scheme of active travel improvements at Charlotte Square (£0.325m).

In addition, the Council was recently awarded £0.265m by Cycling Scotland to support the next phase of the roll out of On Street Secure Cycle Parking.

TS recently notified LAs of further changes to funding arrangements that will come into effect from 2024/25. Full details are currently awaited but the basis of active travel funding next year is expected to be as follows:

- Sustrans' PfE programme will continue for 2024/25. However, with the exception of schemes for which a formal agreement to provide construction funding is already in place, the programme will only provide funding for design work. No new applications will be invited for construction funding.
- TS' ATTF will be replaced with an Active Travel Infrastructure Fund (ATIF), which will provide funding for construction work. Applications will only be considered for schemes expected to be at or nearing tender issue stage at the start of the construction year. No funding will be available for design work.
- There will also be a new direct block grant award from TS to LAs. This will replace the current CWSR grant award and is expected to be of a similar value (Edinburgh's 2023/24 CWSR grant was £3.363m). The availability of ATIF funding will be related to spending this block grant award on active travel projects.

Funding arrangements for behaviour change activities will also change in 2024/25. The SCSP programme is being discontinued, as are most grants previously available via bodies such as Cycling Scotland and Cycling UK for making cycling more accessible.

A new People and Place programme is being put in place by TS to replace these funding sources. This will provide a mix of Capital (60%) and Revenue (40%) funding. TS has appointed the seven Regional Transport Partnerships to co-ordinate delivery of suitable initiatives with LAs within their regional areas. Officers are currently in discussions with colleagues from Sustran and the eight other LAs within the Sustran area to develop a regional funding bid for submission to TS.

In addition to this, TS is considering awarding direct resource funding to LAs for the purpose of maintaining support for existing roles and projects or creating support for those deemed essential to the delivery of active travel outcomes. A further update on this is currently awaited from TS.

As full details of the changes are still awaited, it is difficult to evaluate their overall impact at this stage. However, from the information available to date:

- The bidding processes for ATIF funding are less resource intensive than the processes for PfE funding bids;
- Unlike PfE, there is no provision for ATIF funding awards to span more than one financial year. This is a concern for larger active travel projects, where construction work could take place across more than one year, particularly if there are several such projects proceeding concurrently. This is likely to entail the Council having to enter into multi-year construction contracts without the certainty that sufficient external match funding will be available beyond the first year of construction;
- The window for submitting bids for 2024/25 ATIF construction funding closed on 2 February 2024 and TS invited bids only for projects that were expected to be tender-ready at the start of the new financial year. TS have advised that there might be a further opportunity to submit bids later in the year, but cannot currently confirm this. If there is no second bidding window, this could lead to significant delays to implementation (and consequent cost increases) for projects that become tender-ready part way through a financial year but for which ATIF construction funding cannot be awarded until the following year.
- Some projects may be awarded ATIF construction match funding at a higher rate than the 70% match which is standard under PfE, potentially up to 100%.
- It is expected that there will be an increase in the overall amount of funding available for behaviour change activities.

Further detail on the changes to current arrangements for funding for active travel behaviour change and access to bikes are provided in a separate item in this Business Bulletin.

Active Travel Behaviour Change 2024/25

As outlined in a separate item in this Business Bulletin, the arrangements for the distribution of Scottish Government funding to Local Authorities (LAs) to support active travel are currently in a state of transition.

The Council's annual programmes of behaviour change activities to encourage increased active and sustainable travel for everyday journeys have, since 2015, been primarily funded by Paths For All's [Smarter Choices](#) [Smarter Places](#) (SCSP) programme.

The last update to the Committee on the SCSP programme was provided as part of the [Business Bulletin](#) on 17 August 2023.

On 12 December 2023, Transport Scotland issued a [communication](#), via Paths for All, to inform SCSP partners that the programme would be discontinued from 31 March 2024.

On 4 January 2024, the South East of Scotland Transport Partnership (Sustran) contacted all LAs within its regional area to inform them of changes to Transport Scotland's funding models for initiatives relating to active travel behaviour change and access to bikes.

A new People and Place programme is being put in place for 2024/25 to replace existing funding sources for these measures. This will provide a mix of Capital (60%) and Revenue (40%) funding. TS has appointed the seven Regional Transport Partnerships to co-ordinate delivery of suitable initiatives with LAs within their regional areas.

The new programme will have the following key themes:

- Schools and young people;
- Workplaces;
- Accessibility and inclusion; and
- Building capacity and capability.

Officers are currently in discussions with colleagues from Sustran and the eight other LAs within the Sustran area to develop a regional funding bid for submission to Transport Scotland. LAs have been asked to identify their priorities for initiatives relating to the four key themes for the programme. The following priorities have been identified for Edinburgh:

- Recruitment of an active travel behaviour change team;
- Work to develop a new cycle hire scheme;

[Daisy Narayanan](#)

Wards affected: All

- Maximising uptake of the new City Centre West to East Link and the Roseburn to Union Canal route, which is expected to be open for use in summer 2024;
- Providing additional cycle parking facilities in schools;
- Providing additional on-street cycle racks for public use; and
- Expansion of on-street secure cycle parking units in residential areas.

In addition, during discussions with Transport Scotland about the new Active Travel Investment Fund, they have confirmed that Capital funding provided from this fund for the construction of new active travel infrastructure improvements can be used to fund proportionate behaviour change activities specifically targeted at maximising uptake of the new infrastructure. The Active Travel behaviour change team will co-ordinate the delivery of these interventions alongside those prioritised through the People and Place fund.

Update on Zebra Markings on Side Streets

The last update to the Committee on this issue was provided as part of the [Business Bulletin](#) on [14 September 2023](#).

On 4 December 2023, the Council and Transform Scotland co-hosted a hybrid event to publicise a study into continental style zebra crossings, undertaken recently by Edinburgh Napier University (ENU), to other Scottish roads and transport authorities.

The aim of the event was to build a consensus of support for the potential benefits that this type of crossing could bring and advance the case for taking forward on-street trials in Scotland.

The Convener of Transport and Environment introduced the event with an explanation of why the Council is interested in introducing continental style zebras in Edinburgh and the actions it is taking to pursue this.

This was followed by a presentation from Professor Pat Landon of ENU on their study and its outcomes.

Representatives from Transport for Greater Manchester and the Welsh Government also presented their recent experiences with on-street trials of continental style zebras.

The event was attended by 48 delegates, representing 19 Scottish Local Authorities (LAs), three Regional Transport Partnerships and Transport Scotland.

[Daisy Narayanan](#)

Wards affected: All

The Question and Answer session at the conclusion of the event indicated that there was considerable interest from other LAs in the potential introduction of such crossings in Scotland.

Transform Scotland is therefore currently co-ordinating a joint letter to Scottish Ministers, from themselves and interested LAs, seeking ministerial support for the principle of continental style zebras and a commitment that officials from Transport Scotland will:

- Work collaboratively with LAs to overcome any current legislative barriers to undertaking on-street trials in Scotland; and
- Work in partnership with Scottish LAs to implement on-street trials on public roads.

In parallel with this process, plans are being developed for the Council to undertake a study to monitor the operation of existing continental style zebras in Edinburgh, at locations that are not on the public road network. This will provide additional, local evidence on the interactions of different road user groups at this type of crossing.

Travel Tracker System Update

This update provides a summary of progress on the replacement of on-street signs and an update on the provision of public transport operator's real time data.

Background

In December 2019, Council took the decision to renew the vehicle tracking and Real Time Passenger Information (RTPI) systems and awarded the contract for both Content Management and RTPI. The system which has been implemented can receive and display information from all public transport operators (local bus, inter-city services, tram, rail, and air), and enables operator's information to be displayed on the Bustracker screens. Operators are responsible for their own real time data and are expected to maintain a high level of consistency and accuracy.

Council is working closely with Lothian Buses to address ongoing issues with the real time data feed. Lothian Buses are in the process of installing new tracking equipment on their fleet, which alongside the associated back-office system, will communicate real time and other information seamlessly to the Council's Travel tracker system. Lothian

[Daisy Narayanan](#)

Wards affected: All

Buses will continue to display scheduled information until their new system is implemented.

Replacement of on-street signs is progressing well and as of 8 February 2024, 224 signs out of 330 have been replaced. All signs will be replaced by mid-March 2024. There are currently 13 operators using the new Travel Tracker System to show departure information across the Sestran region, with the potential of bringing on another two operators soon. Local Authorities within the Sestran region can also purchase and install screens through the Council's contract and as data is provided through the same system, travel information throughout the region provides a consistent experience for customers throughout their journey.

Next Steps:

The Council will continue with the sign replacement process with completion due mid-March 2024. Assessment of around 80 – 100 new locations for suitability for installation of new trackers at bus stops across Edinburgh will then be progressed. Trackers will be installed suitable sites in the coming months.

“Deep Dive” sessions are planned across February and March 2024 between the Council, the system contractors and operators to improve the levels of real time accuracy and to help provide improved information for customers (e.g. higher levels of disruption information etc).

The testing process is complex and is likely to identify issues where some further development is required to ensure consistent and accurate information. The best estimate at this time is for real time information from all operators to be available from summer 2024.

An update on progress on this issue will be shared with Committee later in the year.

Skip Permits

On 16 November 2023, in response to a motion by Councillor Aston, Committee requested the following information on skip permits.

Committee requested a review the criteria for determining applications for skip permits and if necessary, to request a change to legislation to ensure that the Council had the powers required to place conditions on those permits in relation to skip location and use.

[Gavin Brown](#)

Wards Affected: All

The powers available to the Council as Roads Authority and have confirmed that the powers provided in sections 85 and 86 of the Roads (Scotland) Act 1984 and section 34 of the Transport (Scotland) Act 2005, allow the Council to place conditions on those permits in relation to skip location and use and to issue a fixed penalty notice where the applicant does not comply with the conditions of permit.

The Application for Permission to Deposit a Builders' Skip on a Road form and guidance have now been updated (Appendix 1) to include specific reference to:

- Skips being sited outside the property where work is being carried out unless agreement for an alternative has been reached;
- That in the circumstance of a Council approved event, or emergency works, the contractor may be asked to remove skips during the permit period;
- That the Roads Authority (the City of Edinburgh Council) reserves the right to rescind a skip permit at any time; and
- That under the Transport (Scotland) Act 2005 Section 34, the Roads Authority (the Council) has the power to issue a fixed penalty notice to the Skip Hire company for not complying with the conditions of the permit.

Supported Bus Services

Dynamic Purchasing System

Evaluation of operator requests to be included in the [Dynamic Purchasing System](#) (DPS) is ongoing and is expected to be completed by the time of the Committee meeting on 7 March 2024.

The DPS will run for five years, with two optional extensions of 12 months each and will remain open for new applicants to join.

Mini-Competitions for Supported Bus Service Routes

Tender documents for all west Edinburgh routes are nearly complete. When tenders are published, operators will have three weeks to submit bids for assessment.

Prices are being invited on the routes, operating hours and frequencies shown in Appendix 2.

Alternative bids are also being invited, where operators can submit options, which may present good value and work efficiently with the resources they have available.

[Daisy Narayanan](#)

Wards Affected: All, particularly:

1 – Almond;

2 – Pentland Hills;

11 – City Centre;

14 –

Craighentiny/Duddingston

17 –

Portobello/Craigmillar

Development of the options to be priced (listed in Appendix 1), is based on delivering reliable services operating on a consistent timetable for communities with limited alternative public transport options and within the available budget.

Following submission of tender returns, these will be assessed against the available budget and recommendations made on routes and frequency of services. It should also be noted that contracts may not be awarded if deemed unsuitable or unaffordable. An update on the outcome of this will be prepared for Committee.

Committee is asked to note that, in preparing the route information for tender, Council officers recognise the request from the Ratho Bus User Group that an existing commercial service is redirected from the A71 to serve Ratho. However, to date, the operator has not expressed a willingness to do so, and the Council is unable to require that they do.

Additional Funding

On 22 February 2024, the Council approved additional funding of £300,000 for Supported Bus Services. This has been taken into account in developing the tender specifications outlined above and is expected to help offset potential higher operating costs and support improved service levels.

Additional Funding for Dumbiedykes and Lady Nairne

In addition, the Council approved £240,000 for supported bus services in Dumbiedykes and Lady Nairne. This should allow for one bus per area (possibly a 16 seat wheelchair accessible vehicle).

Potential routes will now be developed to maximise the effectiveness of the services in both areas of a length that allows for a consistent and reliable timetable.

Development of these routes will include community engagement, tender, contract award and service registration process. Committee will be kept updated on progress as part of the regular updates to Committee on Supported Bus Services.

Annual update on Accessibility

[Daisy Narayanan](#)

Wards Affected: All

In response to a motion by Councillor Macinnes, in March 2023, [an update](#) was provided on the Council's actions to improve accessibility together with information on the next steps in working with partners to improve the Council's understanding of accessibility issues and to support decision making in the future. It was noted that an annual progress update would be provided to the Transport and Environment Committee.

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.

1. Ongoing delivery of road safety and active travel projects:

Physical interventions which include: installation of dropped kerbs, reductions in speed limits/speed reduction measures, pedestrian crossings/traffic calming and general road safety improvement schemes improve accessibility for our most vulnerable road users, making active travel a safer option. The Local Traffic Improvement programme is intended to improve local mobility, mitigate the impact of local traffic and remove barriers to mobility especially in areas of significant SIMD (Scottish Index of Multiple Deprivation).

2. Decluttering of Pavements:

In September 2021, Council adopted Transport for All's Equal Pavements Pledge. Over the past year, a specific programme of activity of decluttering works has been progressed – some of which is detailed below:

- Large car park signs – 18 removed, one remains on site (requires co-ordination with Network Rail);
- Bollards – 226;
- Signs and poles – 139;
- Vehicle Restraint System (VRS) – 64m;
- Pedestrian guardrail – 300m; and
- Bike racks – two.

3. Dealing with parking on pavements:

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. This was reported to Committee in [November 2023](#) and the new rules for

parking prohibition on pavements came into force in January 2024.

4. Establishment of Edinburgh Accessibility Commission:

An Accessible Streets Group with partner organisations was convened which met March, September and December 2023.

Discussions over the past year have included challenges faced by disabled people in accessing Edinburgh's public streets and spaces, along with the role, remit and membership of a new Accessibility Commission. This was [reported](#) to Committee in January 2024.

The inaugural meeting of the Commission will be held on the 6 March 2024. It is anticipated that the Commission will work to establish a Work Plan and meeting timetable, which will be reported to Committee once agreed.

Thereafter, annual updates will be provided to Committee during the Commission's lifespan to report on progress, challenges, opportunities, and recommendations.

Trams to Newhaven Update

The project continues to work with the contractor on a programme of defect resolution. In addition, a programme of grass seeding will begin in Spring 2024.

Following discussion with local elected members and Council colleagues, the project has installed a temporary bollard at the top of Greenside Lane. This was in response to four instances of motor vehicles attempting to turn off Leith Walk into Greenside Lane. Google and Apple maps have been updated to reflect the new road layout.

The project is in discussion with colleagues the Parks and Open Spaces team on the future maintenance of the planters on Leith Walk and Constitution Street.

A lessons learned report is scheduled to for the Transport and Environment Committee in April 2024

[Hannah Ross](#)

Wards Affected:

- 11 – City Centre
- 12 – Leith Walk
- 13 – Leith

Corstorphine Connections

Corstorphine Connections aims to create a safer and more comfortable environment for residents walking, cycling and wheeling, as well as spending time in the local streets and outdoor spaces of Corstorphine.

On 19 August 2021, Committee approved the [recommendation](#) that the Corstorphine Connections project be implemented as a trial road safety scheme under an

[Daisy Narayanan](#)

Wards Affected:

- 6 – Corstorphine/Murrayfield

Experimental Traffic Regulation Order (ETRO). The trial road safety scheme commenced on 24 May 2023 and can last for up to 18 months.

Through the ETRO process there is a six-month public advertising process, this ran from 24 May to 23 November 2023.

However, on 8 January 2024, several changes were made to the ETRO. These were detailed in the [Business Bulletin](#) for Committee on 11 January 2024. Due to the introduction of these changes, a new six-month ETRO advertising period is required. This commenced on 8 January and will run until 7 July 2024.

Since the scheme commenced, monitoring information has been gathered on traffic levels, traffic speeds, levels of active travel, noise levels and air quality.

During the ETRO advertising period (24 May to 23 November), 656 responses were received, with 516 objections. Of the responses which provided post codes (56% of responses), 55% were from people living within the project area and 45% were from outside the project area.

In addition, an independent market research survey was undertaken to help understand the views of local residents who might not otherwise respond through the advertising process. This indicated that 49% of residents support the project and 26% oppose.

As a new six-month ETRO advertising period is now underway, it is intended to combine all of the information gathered to date, with the information which will be collected during the new ETRO advertising period, and the outcome will be reported to Committee around October 2024.

Further information on the monitoring data collected and market research so far will be published on the [project website](#) in advance of Committee.

Strategic Review of Parking, Phasing timeline

This update relates to progress on the different Phases of the Review.

At its meeting of 11 January 2024, Committee requested an updated timeline, similar to that provided in the report on the Review approved in September 2019. That timeline showed the anticipated, pre-covid timelines for delivering the four agreed Phases.

Monitoring update

[Gavin Brown](#)

Wards Affected:

- 4 – Forth
- 5 - Inverleith
- 6 – Corstorphine/
Murrayfield
- 7 – Sighthill / Gorgie

The monitoring process post-Phase 1 is ongoing, with surveys having been carried out before Phase 1 implementation commenced and during implementation. The post-implementation surveys are to be completed by the middle of March 2024, and the results of that monitoring will be reported, with recommendations for any further action, in June 2024.

The first part of the timetable (Appendix 3) shows the anticipated timeline for the monitoring and for subsequent possible actions. Those actions relate both to Phase 2 (currently on hold) and to other potential future phases.

A briefing on the monitoring process is expected to have been shared with ward councillors across all affected wards prior to the Committee meeting on 7 March 2024.

Phases 3 and 4

The second part of the timetable (Appendix 3) shows the anticipated timeline for the different elements of these two Phases.

Phase 3 has been split into two elements, recognising the geographic split between B1 and the other areas.

The Statutory consultation for all Phase 3 and 4 areas is scheduled for early March 2024, with Portobello expected to be the first element to proceed to advertising following a final design review.

A briefing on general progress with the Strategic Review of Parking will also be circulated to all ward councillors.

The updated timetable will be published on the Council website.

9 – Fountainbridge /
Craiglockhart

11 – City Centre

12 – Leith Walk

13 – Leith

14 – Craigtinny /
Duddingston

15 – Southside/
Newington

17 – Portobello/
Craigmillar

Cameron Toll Culvert

On 13 February 2024, during an unrelated inspection of the rail bridge, a partially collapsed culvert was identified below the road near Cameron Toll Railway Bridge and this has required closure of the roundabout between the Peffermill Road and Old Dalkeith Road arms of the roundabout.

The culvert spans 3.6m, is over 200 years old, and carries the Pow Burn below this part of the roundabout.

Exploratory works were immediately undertaken on the day of the collapse to expose and inspect the remaining structure. Due to the condition of the remaining length of masonry culvert, localised repairs would not be economical, and likely result in further regular disruption,

[Stephen Knox](#)

Wards Affected: 15 –
Southside/Newington

therefore the culvert will be replaced with a new precast concrete structure.

Multiple utilities (including a water main, sewer and communications cables) cross over and through the culvert which makes its replacement more challenging. As the culvert is also in the vicinity of the Cameron Toll Railway Bridge and railway embankment, approval from Network Rail is required. A contractor has been appointed to commence works on 4 March 2024. Details of the works have been issued in a briefing note to Councillors and other stakeholders and are expected to take up to 10 weeks, resulting in the road re-opening by 10 May 2024. The team will endeavour to improve on this date due to the recognised importance of this route, however it is vital that a well-engineered solution is constructed safely.

Due to it spanning 2m or more, this culvert is classified as a structure and so is subject to the same General and Principal Inspection regime for bridges (two years and six years respectively). The culvert was last inspected in November 2023 but as a General Inspection this did not include entry into the culvert. The next General Inspection is due in November 2025 and the next Principal Inspection is due in March 2027.

In addition to structural inspections, as it carries a watercourse which is accessible at either side, the inlet and outlet to this culvert are inspected annually as part of river inspections, last completed in October 2023. No flooding concerns were recorded but these inspections focus on flood risk rather than structural condition. For culverts spanning less than 2m and therefore not classed as a structure (not relevant for this culvert at Cameron Toll), there is not a regular inspection regime due to the costs and resources associated with the difficult access, often requiring CCTV survey. This is not unusual as the risk posed from shorter spans is lower. The Council is the riparian owner for culverts passing beneath Council land; usually roads, parks and property, but the majority of culverted sections across the city are under private riparian ownership.

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Roads (Scotland) Act 1984

NOTE
At least 5 working
days' notice is
required

Section 85 and 86
APPLICATION FOR PERMISSION TO DEPOSIT A
BUILDERS' SKIP ON A ROAD

Application to be completed by Skip Hire company

Application made by:(Block Capitals)

Name: _____

Address: _____

Postcode _____

Tel No _____

Skip Details:

Skip Location _____

*Parking Restrictions _____

No of skips

Date from

Date to

Skip Hire Company _____

Tel: _____

(N.B. EACH SKIP SHALL NOT EXCEED 5 METRES IN LENGTH BY 2 METRES IN WIDTH)

I/ We agree to comply with the conditions pertaining to permission granted as a result of this application

Signature of applicant _____

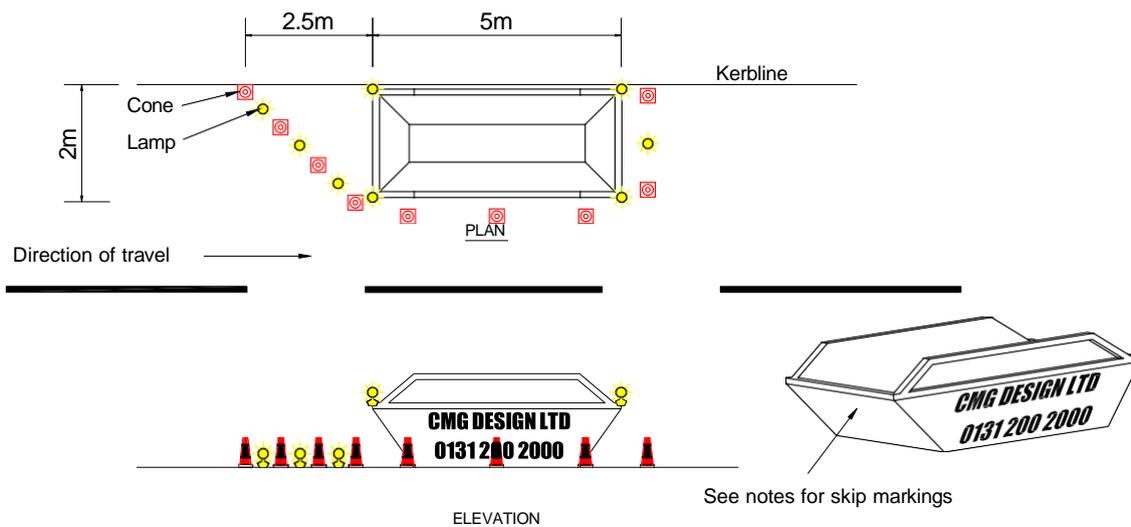
Date _____

skips will not be permitted on Greenways, Clearways or double yellow lines

Please note that suspensions will be required for the occupation of parking bays and will incur a charge. Further information, including details on how to apply for a parking suspension, is available on the Council website <https://www.edinburgh.gov.uk/parking-spaces/dispensations-suspensions/1>

PAYMENT MUST BE MADE WITH THE APPLICATION

Sections 85 and 86 & Transport (Scotland) Act 2005 section 34



- For the purposes of this permit “skip” means a container designed to be carried on a road vehicle and to be placed on a road for the removal and disposal of builders’ materials, rubble, waste, household and other rubbish or earth.
- Bulk containers (skips) for use on the road for the disposal of building materials, rubbish or other objects shall comply with the appropriate [Road Vehicles Construction and Use Regulations](#) when carried on a vehicle unless otherwise permitted in relation to particular site conditions.
- No skip when standing on the road, shall contain any flammable, explosive, noxious, or dangerous material or any material which is likely to putrefy or which otherwise is, or is likely to become a nuisance to users of the road.
- Each skip shall be positioned so that its longer sides are parallel to the edge of the carriageway and as near to the edge of the carriageway as is reasonably practicable and so that it does not impede the surface water drainage of the road nor obstruct access to any manhole or the apparatus of any statutory undertaker.
- Where this permission extends to allowing more than one skip on the road at any one time, the skips shall be positioned as closely as possible to each other, but not so as to obstruct access to any premises unless the written consent of the occupier of those premises has been obtained.
- No skip shall be used in such a way that any of its contents fall on to the road, or that there is an escape of dust from the contents of the skip when standing on the road.
- The Department of Transport – Code of Practice - [Safety of Loads on Vehicles](#) (Section 10) provides valuable guidance in relation to the safe loading/unloading of skip vehicles.
- Each skip shall be removed for emptying as soon as is practicable and in any case not later than two working days after it has been filled.

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Roads (Scotland) Act 1984

- All materials placed in each skip shall be properly disposed of and the road where the skip or skips have been deposited shall be left in a clean and tidy condition on the expiration of this permission.
- In the circumstance of a Council approved event, or emergency works, the contractor may be asked to remove skips during the permit period.
- Skips should be sited outside the property where work is being carried out unless agreement for an alternative arrangement has been reached.
- A copy of the skip owner's Public Liability insurance is required at the time of application.
- Skips will not be permitted on Greenways, Clearways or double yellow lines.
- Please note that suspensions will be required for the occupation of parking bays and will incur a charge. Further information, including details on how to apply for a parking suspension, is available on the Council's website:
http://www.edinburgh.gov.uk/info/20085/parking_spaces/1016/suspensions_and_dispensations
- The maximum permitted skip size is 5m x 2m (14 Yarder).
- Roll on/off skips (dinosaur skips) are **not** permitted.
- The container shall be clearly and permanently marked with the owner's name and with his telephone number or address.
- Provision shall be made for at least four lamps (one at each corner) to be fixed securely to the container or suspended from the corners.
- During the hours of darkness, the skip must be lit by means of road danger lamps at each corner. The skips may also be guarded by a line of cones at 1.5m centres on the approach side set at 45° to the edge of the carriageway. During the hours of darkness, a road danger lamp must be placed between each pair of cones as shown in the above drawing.
- The ends of containers shall be marked as follows:
 - The ends of skips shall be painted yellow; and
 - Markings in accordance with the [\(Builders Skips \(Markings\) \(Scotland\) Regulations 1986](#) (SI 1986 No. 642)) and with Specification BS AU 152 shall be provided adjacent to the outer edge of each end of the container. (See notes below.)

Please note:

- Under the [Transport \(Scotland\) Act 2005](#) Section 34, the Roads Authority (City of Edinburgh Council) has the power to issue a fixed penalty notice to the **Skip Hire company** for not complying with the conditions of the permit.
- The Roads Authority (City of Edinburgh Council) reserves the right to rescind a skip permit at any time.

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Roads (Scotland) Act 1984

Important Notes (*Please note that incomplete forms will not be accepted and in such instance, consent will not be granted*)

- a) The introduction of the Tram system in Edinburgh has highlighted the need to make all developers and contractors aware of the restrictions which will be introduced, to safeguard the route and protect the overhead line equipment and underground services.

As well as the existing functioning route, the route extending to Newhaven is being protected for future works.

If you intend carrying out work on or near one of the streets listed in Appendix A, please contact roadoccupation@edinburgh.gov.uk

- b) Please note that a minimum of 5 working days' notice is required from the time the Council receives all the necessary information for permit processing. This timescale may increase if a site meeting is required.
- c) It is in the public interest that the Council must process your application before it can be granted. The time to process your application will vary depending on the complexity of the proposal and so the Council cannot give a general timescale for approvals. You must wait until the Council has formally approved your application before proceeding.
- d) You must inform the Council of the date the skip is removed no later than 5pm on the date of removal. Also you must update the Council on any changes to your proposed dates. This is necessary because the Council is required under the Transport (Scotland) Act 2005 to register the road occupation on the Scottish Road Works Register. If you fail to update the Council, you may be fined.



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Roads (Scotland) Act 1984



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SERVICES FOR COMMUNITIES

The Builders' Skips (Markings) (Scotland) Regulations 1986

1. The marking specified in Schedule 2 shall consist of two plates of equal size and the same shape.
2. Each plate shall comply with the requirements specified in the British Standard Specification for Rear Marking Plates for Vehicles issued by the British Standards Institution and published on 1st April 1970 under number BS AU 152: 1970 and shall be marked as provided in paragraph 5 of that Standard.
3. The two plates comprising the marking shall be securely attached to the end of the builders' skip in such a manner that-
 - (a) Each plate is as near to an outer edge of the skip as the construction of the skip allows, but no part of any plate shall project beyond an outer edge of the end of the skip.
 - (b) The innermost edge of each plate is parallel to and the same distance from the vertical plane passing through the longitudinal axis of the skip.
 - (c) The upper edge of each plate is parallel to and the same distance from the upper edge of the end of the skip.
 - (d) No part of either plate is attached to -
 - any lid, or
 - any door except in a case where a door is the only place to which the plate can be attached
 - the upper edge of each plate is not higher than 1.5 metres from the ground
 - where the upper edge of the end of the skip is not higher than 1.5 metres plate can possibly or conveniently be fixed, and from the ground, is level with that edge; or
 - where it is necessary due to the construction of the skip or in order to comply with the requirements of regulation 4(1) and the upper edge of the end of the skip is not higher than 1.5 metres from the ground, is lower than that edge.
4. The stippled areas in the diagram in Schedule 2 shall be of red fluorescent material, and the unstippled areas in that diagram shall be of yellow reflex reflecting material.

SCHEDULE 2



Notes

1. The width of each half of the marking shall be not less than **140** millimetres nor more than **280** millimetres.
2. The length of each half of the marking shall be not less than **350** millimetres nor more than **700** millimetres.
3. The angle of each stripe shall be not less than **40** degrees to the vertical nor more than **50** degrees to the vertical.
4. Each half of the marking shall have a minimum area of **980** square centimetres.
5. The breadth of each stripe shall be not less than **133** millimetres nor more than **147** millimetres.

Working Safely – Edinburgh Trams



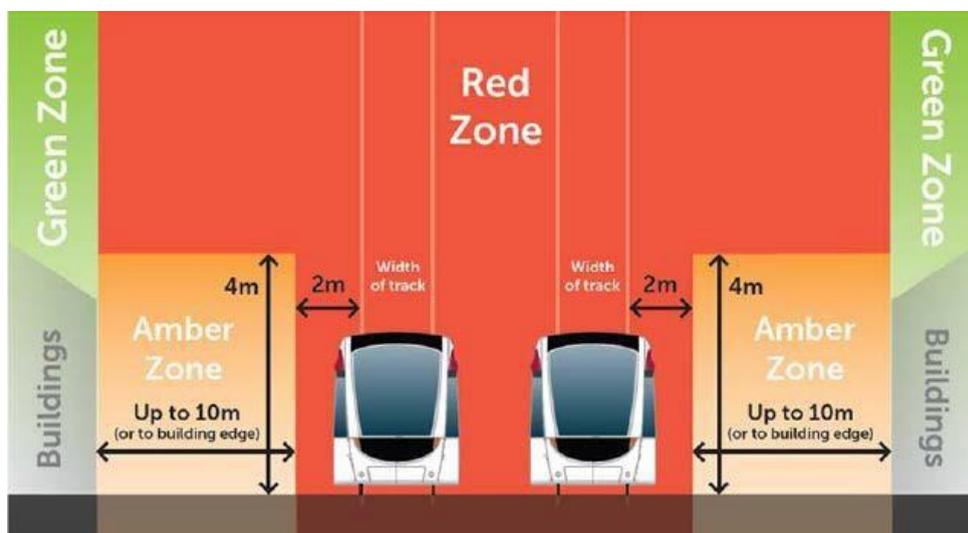
Authorisation is required to work on or near Edinburgh Trams

The Hazard Zone defines the area within which there is the potential for encountering **live** voltage cables and tramway infrastructure and is defined in the drawing below.

Authorisation is required for **all** work carried out within the Red Hazard Zone and other situations. Authorisation may be required for work carried out in the Amber Hazard Zone.

Unauthorised work can be dangerous and is contrary to the Edinburgh Tram Byelaws and New Roads and Street Works Act (Scotland) 1991 Section 152.

It is **your** responsibility to obtain an Authorisation to Work from Edinburgh Trams in addition to any permit applied for from The City of Edinburgh Council.



To apply for authorisation for any works in proximity of the Hazard Zone, an Authority to Work (AtW) must be submitted in the first instance saying when and where the work will be carried out, and describing the work to be done.

Apply here: <https://edinburghtrams.com/atw>.

Further information regarding working in proximity to power lines and cables can be obtained from the Health & Safety Executive, Guidance Note GS6 'Avoiding Danger from Overhead Power Lines'.

Contact Edinburgh Trams General Enquiries on 0131 622 8910 (recorded line) or email tram.control@edinburghtrams.com.

In case of an emergency, please dial 0131 622 8919 (recorded line).

Charges for Road Occupation from 1 April 2023 to 31 March 2024***

ROAD MARKINGS	
Provision of Access Protection Markings (APM)	£160
Road Compliance (RCC)	
Site or Desktop Meeting Charge	£180 per meeting
TRAFFIC MANAGEMENT	
Provision of Temporary Traffic Regulation Notice (TTRN) (up to 5 days duration)	£610
Provision of Temporary Traffic Regulation Order (TTRO) (Greater than 5 days duration_)	£815 plus advertising costs
ROAD OCCUPATION PERMITS (S.58*)	
Scaffolding Permit	£190 for the first 28 days; £110 for each additional full or part 28-day period. A further £200 will be charged if you request a site or office meeting.
Access Tower – up to 6 months duration	£100 for the first day and then £25 per each additional day applied for
Cabin, Container or Site Hut	£225 Initial permit for up to 1 month – per unit £90 per added month applied for – per unit
Bus Shelter	£195 for the first 28 days; £80 for each additional full or part 28-day period.
Crane	£100 for the first day and £55 per additional day.
Crane (to erect a Tower Crane)	£150 for the first day and £55 per additional day.
Hoarding	£340 for the first 28 days; up to 100m length, £180 for each additional full or part 28-day period.
Hoist	£90 for the first day and £22 per additional day.
Materials Storage	£195 for the first 28 days; £90 for each additional full or part 28-day period.
SKIP PERMITS (S.85*)	
Skip	£37 for the first week and £30 per added part or full week.
TABLES AND CHAIRS PERMITS (S.59*)	
Premises inside the World Heritage Site	£155 per square metre
Premises outside of the World Heritage Site	£ 125 per square metre
EXCAVATION PERMITS	
Excavation (s. 56*)	£370 per location.
Footway crossing (s 56*)	£170 per location.
Section 109** (excavation to connect with utility apparatus) Installation of ducts, pipes, and cables in roads and/or pavements, by applicants other than public utilities (e.g., developers or their contractors)	£390 per permit
SUSPENSION OF PARKING BAYS	
Suspension of parking bays (All parking bays)	Each individual parking bay which is suspended will be chargeable, at the relevant hourly pay and display rate for that location, for all operating hours during the period of the suspension.

* Roads (Scotland) Act 1984

** New Roads and Street Works Act 1991

Applying for extensions to your permit

If you need to extend the period of your permit after it has been approved, you will need to pay the fee stated above for the extended period. This is because the amount of administration involved is the same as for a first- time application.

Please note that the start and finish dates for permits will be determined by a Roads Officer in consultation with the applicant. The applicant will be obliged to keep the Council informed of any changes, and fines may be levied for a failure to do so.

Note that fees and charges may change, typically on the 1st April of each year, so new application fees may be charged before the online information is updated. You will be charged the appropriate fee.

This form version – 4 February 2024

ARE YOU INVOLVED IN BUILDING WORK, SCAFFOLDING OR SKIP HIRING?

DID YOU KNOW THAT **FIXED PENALTY NOTICES** OF £120 WERE INTRODUCED ON 1 OCTOBER 2008 FOR OFFENCES THAT INCLUDE:

- **THE DEPOSITING OF BUILDING MATERIAL;**
- **PLACING A SKIP; OR**
- **ERECTING SCAFFOLDING**

ON A ROAD WITHOUT PERMISSION FROM THE ROADS AUTHORITY?

FIXED PENALTY NOTICES CAN ALSO BE ISSUED FOR NOT COMPLYING WITH THE CONDITIONS OF A PERMIT GIVEN BY THE ROADS AUTHORITY.

FURTHER DETAILS CAN BE OBTAINED FROM ROADS AUTHORITIES AND AT OUR WEBSITE

www.roadworksscotland.gov.uk

Appendix A - Roads designated as Roads with Special Engineering Difficulty

Under the Edinburgh Tram legislation the following roads will require special measures to be taken in the planning and execution of road works in order to avoid serious failure of the road and the structures thereon. It is intended that both the full carriageway and footway will be so designated.

Road	Extent of Effect
Lindsay Road (part)	That part of the road extending approximately 94 metres Southeast from the extended West kerbline of Annfield to approximately 18 metres West Northwest from the extended West kerbline of Annfield.
Ocean Drive	Entire road.
Constitution Street	Entire road.
Leith Walk	Entire road.
Picardy Place	Entire road.
Leith Street (part)	That part of the road extending approximately Southwest from the top of Leith Walk to a point approximately 75 metres Northeast of the extended Northeast kerbline of Greenside Row.
Broughton Street (part)	That part of the road extending approximately West, then North from the Southwest end of Leith Walk to a point approximately 45 metres South from the extended South kerbline of Broughton Street Lane.
York Place	Entire road.
Queen Street (part)	That part of the road extending approximately West from the western end of York Place to a point approximately 109 metres East of the extended East kerbline of North St David Street.
North St Andrew Street	Entire road.
St Andrew Square	The entire Westernmost road of the square.
South St Andrew Street	Entire road.
Princes Street (part)	Entire road approximately West of the junction with South St Andrew Street, including the entire junction area.
Shandwick Place	Entire road.
West Maitland Street	Entire road.
Haymarket	Entire road.
Haymarket Terrace (part)	Entire road from Haymarket to a point approximately 46 metres East of the extended East kerbline of Coates Gardens, including the junction with Haymarket Yards.
Haymarket Yards	Entire road.
Lochside Avenue (part)	That part of the road extending approximately West from the extended West kerbline of Lochside Crescent for approximately 25 metres.
South Gyle Broadway (part)	That part of the road extending from a point approximately 50 metres Northwest from the extended West kerbline of Gyle Avenue approximately Northwest for 115 metres.
The road north from the A8 Glasgow Road to Gogar Farm (part)	That part of the road extending approximately North from a point 18 metres from the North kerbline of the A8 Glasgow Road for 22 metres.
The road north from the A8 Glasgow Road to Castle Gogar (part)	That part of the road extending approximately North from a point 28 metres from the North kerbline of the A8 Glasgow Road for 22 metres.
Gogar Mains Farm Road (part)	That part of the road extending approximately North from a point 433 metres from the North kerbline of the A8 Glasgow Road for 24 metres.

Appendix 2– Supported Bus Services Mini-Competitions for Routes

Operational Area	Operational Hours Detail	Frequency Detail
The Gyle - Hermiston P&R via Ratho (Mon-Sun)	Mon-Fri: 0600-2300 Sat: 0700-2300 Sun: 0800-2300	Hourly
The Gyle - Hermiston P&R via Ratho (Mon-Sun)	Mon-Fri: 0600-2300 Sat: 0700-2300 Sun: 0800-2300	Half-hourly
Ratho - City Centre (Mon-Sun)	Mon-Fri: 0600-2300 Sat: 0700-2300 Sun: 0800-2300	Hourly
Ratho - City Centre (Mon-Sun)	Mon-Fri: 0600-2300 Sat: 0700-2300 Sun: 0800-2300	Half-hourly
Queensferry - The Gyle (Mon-Sun)	Mon-Fri: 0645-1900 Sat: 0745-1900 Sun: 0845-1900	Hourly
Queensferry - The Gyle (Mon-Sun)	Mon-Fri: 0645-1900 Sat: 0745-1900 Sun: 0845-1900	Half-hourly
Cramond - Balerno (Mon-Sat)	Mon-Fri: 0630-2030 Sat: 0730-2030	Hourly
Cramond - Balerno (Mon-Sat)	Mon-Fri: 0630-2030 Sat: 0730-2030	Half-hourly
Wester Hailes - Chesser (Mon-Sat)	Mon-Fri: 1000-1430 Sat: 1000-1430	Hourly
Wester Hailes - Chesser (Mon-Sat)	Mon-Fri: 0900-1700 Sat: 0900-1700	Hourly
The Gyle - Clermiston (Mon-Sat)	Mon-Fri: 0900-1700 Sat: 0900-1700	Hourly
The Gyle - Clermiston (Mon-Sat)	Mon-Fri: 1000-1600 Sat: 1000-1600	Hourly

Appendix 3 – Strategic Review of Parking Anticipated Timetables

1. Monitoring

	2024				2025				2026	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Phase 1										
Monitoring	[Blue bar] [Pink bar] [Red 1]									
Phase 2					[Green bar] [Orange bar] [Grey bar] [Yellow bar]				[Yellow bar] [Red 3]	

Key

Complete Monitoring Surveys	[Blue bar]
Analyse Data & Prepare Report	[Pink bar]
Report to Committee	[Red 1 bar]
	[Red 2 bar]
Review Phase 2 proposals	[Light Green bar]
Finalise Design	[Green bar]
Statutory Consultation	[Orange bar]
Prepare Traffic Order	[Grey bar]
Traffic Order – Legal Process*	[Yellow bar]
Report to Committee	[Red 3 bar]

Notes:

To report on monitoring and approve further actions

To report on engagement and approve further actions

To include engagement as per Committee decisions

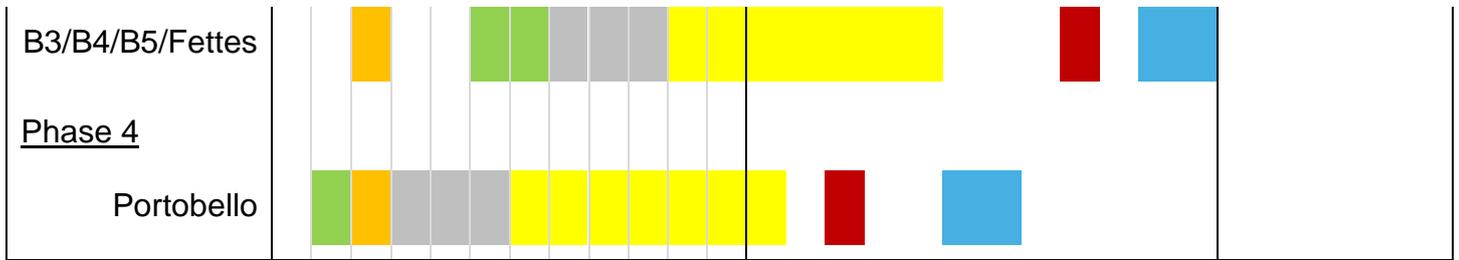
These elements are reliant on a decision to proceed with some, or part, of the Phase 2 proposals following the engagement and consultation on updated designs as requested by Committee.

Implementation, not shown in this timeline, would be expected to take place in Q2 or Q3 of 2026.

* Legal process will include detailed analysis of feedback received and report preparation.

2. Phases 3 and 4

	2024				2025				2026	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
<u>Phase 3</u>										
B1		[Orange bar]	[Green bar] [Grey bar]	[Yellow bar] [Yellow bar] [Yellow bar] [Yellow bar]	[Yellow bar]	[Red bar]		[Blue bar]		



Key

Finalise Design



Statutory Consultation



Prepare Traffic Order



Traffic Order – Legal Process*



Committee Report



Implementation



Notes:

- 1) The above timetable indicates the earliest anticipated dates that each stage of each phase could be commenced.
- 2) The timetable has been arranged to avoid overlap of available resources wherever possible.
- 3) The timetable recognises that some elements, e.g. consultations, will not take place over Christmas or summer holidays.

* Legal process will include detailed analysis of feedback received and report preparation.